



**BEAUMONT-CHERRY VALLEY WATER DISTRICT
REVISED AGENDA
REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS
560 Magnolia Avenue, Beaumont, CA 92223
Wednesday, March 14, 2018
7:00 p.m.**

Call to Order, President Covington

Pledge of Allegiance, Director Diaz

Invocation, Director Ramirez

Roll Call

Public Comment

PUBLIC COMMENT:

At this time, any person may address the Board of Directors on matters within its jurisdiction which are not on the agenda. However, state law prohibits the Board from discussing or taking action on any item not listed on the agenda. Any non-agenda matters that require action will be referred to Staff for a report and possible action at a subsequent meeting. To provide comments on specific agenda items, please complete a speaker's request form and provide the completed form to the Board Secretary prior to the Board meeting. **Please limit your comments to three minutes.** Sharing or passing time to another speaker is not permitted.

ACTION ITEMS

Information on the following items is included in the full Agenda Packet.

1. Adjustments to the Agenda

2. Consent Calendar: All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and will be enacted in one motion. There will be no discussion of these items prior to the time the Board considers the motion unless members of the Board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar.

- a. January 2018 Budget Variance Report (pages 4 - 8)
- b. January 31, 2018 Cash/Investment Balance Report (page 9)
- c. January 2018 Cash Flow Report (page 10)
- d. February 2018 Check Register (pages 11 – 24)
- e. February 2018 Invoices Pending Approval (pages 25 - 28)
- f. Minutes of the Regular Meeting of February 14, 2018 (pages 29 - 34)

3. **Consideration of Acceptance of Reimbursement from the Association of California Water Agencies Joint Powers Insurance Authority (JPIA) Rate Stabilization Fund.** (page 35)
4. **PUBLIC HEARING: Consideration of Resolution 2018-____: Update of BCVWD Regulations Governing Water Service – Part 5 – Charges for water meter installation** (pages 36 - 40)
5. **Consideration of Destruction of Certain Obsolete Records in the District's Possession** (pages 41 - 51)
6. **Consideration of Award of Bid for the Purchase of three (3) fleet vehicles in the Amount of \$69,076.38** (pages 52 - 63)
7. **Consideration of Request for Authorization to Call for Repair Work for Well 26 and for General Manager to enter into a Contract to Repair Well 26** (pages 64 – 65)
8. **Discussion: Noble Creek Recharge Facility: Security of Facility; SGPWA Correspondence** (pages 66 - 68)
9. **Discussion: San Geronio Pass Water Agency Potential Rate Increases** (pages 69 – 71)
10. **ADDED ITEM: Consideration of Regular Member, Western Area, for the Special District Member of the Local Agency Formation Commission (LAFCO) and Special District Member of the Countywide Redevelopment Oversight Board** (staff report and information available at meeting)

INFORMATION / DISCUSSION ITEMS

11. Reports For Discussion

- a. Ad Hoc Committees
- b. General Manager
- c. Directors' Reports
- d. Legal Counsel Report

12. Announcements

- Personnel Committee meeting: March 26, 2018 at 5:30 p.m.
- Beaumont Basin Watermaster meeting: March 28, 2018 at 10:00 a.m.
- Finance and Audit Committee meeting: April 5, 2018 at 3:00 p.m.
- Engineering Workshop: April 5, 2018 at 7:00 p.m.
- Regular Board meeting: April 11, 2018 at 7:00 p.m.
- Collaborative Agencies Committee meeting: May 2, 2018 at 5:00 p.m.

13. Action List for Future Meetings

- Proposition 1 Bond Opportunities

14. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Paragraph (1) of subdivision (d) of Government Code
Section 54956.9

Name of case: San Gorgonio Pass Water Agency v.
Beaumont Basin Watermaster, Riverside County Superior
Court No. RIC 1716346

- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Paragraph (1) of subdivision (d) of Government Code
Section 54956.9

Name of case: Charles Peters dba Pioneer Mobile Village
vs. Beaumont-Cherry Valley Water District, Riverside
County Superior Court No. RIC 1707116

- c. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54947
Title: General Manager

15. Adjournment

NOTICES


AVAILABILITY OF AGENDA MATERIALS - Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Beaumont-Cherry Valley Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection in the District's office, at 560 Magnolia Avenue, Beaumont, California ("District Office"). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available from the District Office at the same time as they are distributed to Board Members, except that if such writings are distributed one hour prior to, or during the meeting, they can be made available from the District Office in the Board Room of the District's Office. Materials may also be available on the District's website: www.bcvwd.org.

REVISIONS TO THE AGENDA - In accordance with §54954.2(a) of the Government Code (Brown Act), revisions to this Agenda may be made up to 72 hours before the Board Meeting, if necessary, after mailings are completed. Interested persons wishing to receive a copy of the set Agenda may pick one up at the District's Main Office, located at 560 Magnolia Avenue, Beaumont, California, up to 72 hours prior to the Board Meeting.

REQUIREMENTS RE: DISABLED ACCESS - In accordance with §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the District Office, at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. The District Office may be contacted by telephone at (951) 845-9581, email at info@bcvwd.org or in writing at the Beaumont-Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, California 92223.

CERTIFICATION OF POSTING

I certify that on or before March 11, 2018, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Beaumont-Cherry Valley Water District and to its website at least 72 hours in advance of the meeting (Government Code §54954.2(a)).


Yolanda Rodriguez, Director of Finance and Administration

General Ledger
Budget Variance Revenue

User: wclayton
Printed: 02/15/18 13:32:06
Period 01 - 01
Fiscal Year 2018

Beaumont-Cherry Valley Water District
560 Magnolia Avenue
Beaumont CA 92223
(951) 845-9581
www.bcvwd.org



Account Number	Description	Budget	Period Amt	End Bal	Variance	% Avail/ Uncollect
50	GENERAL					
01-50-510-419061	Miscellaneous Income	\$ 200.00	\$ -	\$ -	\$ 200.00	100.00%
01-50-510-490001	Interest Income - Bonita Vista	\$ 1,995.00	\$ -	\$ -	\$ 1,995.00	100.00%
01-50-510-490011	Interest Income-Fairway Canyon	\$ 57,363.00	\$ -	\$ -	\$ 57,363.00	100.00%
01-50-510-490021	Interest Income - General	\$ 190,000.00	\$ 32,949.74	\$ 32,949.74	\$ 157,050.26	82.66%
	Misc Income	\$ 249,558.00	\$ 32,949.74	\$ 32,949.74	\$ 216,608.26	86.80%
01-50-510-481001	Fac Fees-Wells	\$ 956,333.00	\$ 325,248.00	\$ 325,248.00	\$ 631,085.00	65.99%
01-50-510-481006	Fac Fees-Water Rights (SWP)	\$ 605,118.00	\$ 238,466.82	\$ 238,466.82	\$ 366,651.18	60.59%
01-50-510-481012	Fac Fees-Water Treatment Plant	\$ 454,950.00	\$ 154,728.00	\$ 154,728.00	\$ 300,222.00	65.99%
01-50-510-481018	Fac Fees-Local Water Resources	\$ 239,577.00	\$ 94,413.39	\$ 94,413.39	\$ 145,163.61	60.59%
01-50-510-481024	Fac Fees-Recycld Wtr Facilities	\$ 692,551.00	\$ 235,536.00	\$ 235,536.00	\$ 457,015.00	65.99%
01-50-510-481030	Fac Fees-Transmission (16")	\$ 774,550.00	\$ 263,424.00	\$ 263,424.00	\$ 511,126.00	65.99%
01-50-510-481036	Fac Fees-Storage	\$ 991,899.00	\$ 337,344.00	\$ 337,344.00	\$ 654,555.00	65.99%
01-50-510-481042	Fac Fees-Booster	\$ 68,662.00	\$ 23,352.00	\$ 23,352.00	\$ 45,310.00	65.99%
01-50-510-481048	Fac Fees-Pressure Reducng Stns	\$ 35,072.00	\$ 11,928.00	\$ 11,928.00	\$ 23,144.00	65.99%
01-50-510-481054	Fac Fees-Misc Projects	\$ 30,626.00	\$ 10,416.00	\$ 10,416.00	\$ 20,210.00	65.99%
01-50-510-481060	Fac Fees-Financing Costs	\$ 150,662.00	\$ 51,240.00	\$ 51,240.00	\$ 99,422.00	65.99%
01-50-510-485001	Front Footage Fees	\$ 16,541.00	\$ -	\$ -	\$ 16,541.00	100.00%
	Non-Operating Revenue	\$ 5,016,541.00	\$ 1,746,096.21	\$ 1,746,096.21	\$ 3,270,444.79	65.19%
01-50-510-410100	Sales	\$ 4,750,617.00	\$ 375,077.23	\$ 375,077.23	\$ 4,375,539.77	92.10%
01-50-510-410151	Agricultural Irrigation Sales	\$ 20,000.00	\$ 2,148.27	\$ 2,148.27	\$ 17,851.73	89.26%
01-50-510-410171	Construction Sales	\$ 150,000.00	\$ 9,738.20	\$ 9,738.20	\$ 140,261.80	93.51%
01-50-510-413001	Backflow Admin Charges	\$ 41,501.00	\$ 2,450.27	\$ 2,450.27	\$ 39,050.73	94.10%
01-50-510-413011	Fixed Meter Charges	\$ 3,158,771.00	\$ 240,504.76	\$ 240,504.76	\$ 2,918,266.24	92.39%
01-50-510-413021	Meter Fees	\$ 619,974.00	\$ 51,912.00	\$ 51,912.00	\$ 568,062.00	91.63%
01-50-510-415001	SGPWA Importation Charges	\$ 2,160,000.00	\$ 175,636.27	\$ 175,636.27	\$ 1,984,363.73	91.87%
01-50-510-415011	SCE Power Charges	\$ 1,566,443.00	\$ 125,999.09	\$ 125,999.09	\$ 1,440,443.91	91.96%
01-50-510-417001	2nd Notice Penalties	\$ 93,072.00	\$ 8,515.00	\$ 8,515.00	\$ 84,557.00	90.85%
01-50-510-417011	3rd Notice Charges	\$ 32,000.00	\$ 2,570.00	\$ 2,570.00	\$ 29,430.00	91.97%
01-50-510-417021	Account Reinstatement Fees	\$ 35,490.00	\$ 4,200.00	\$ 4,200.00	\$ 31,290.00	88.17%
01-50-510-417031	Lien Processing Fees	\$ 5,000.00	\$ 400.00	\$ 400.00	\$ 4,600.00	92.00%
01-50-510-417041	Credit Check Processing Fees	\$ 12,000.00	\$ 730.00	\$ 730.00	\$ 11,270.00	93.92%
01-50-510-417051	Returned Check Fees	\$ 3,000.00	\$ 345.00	\$ 345.00	\$ 2,655.00	88.50%
01-50-510-417061	Custmr Damages/Upgrade Charges	\$ 18,819.00	\$ 20.00	\$ 20.00	\$ 18,799.00	99.89%
01-50-510-417071	After Hours Call Out Charges	\$ 1,931.00	\$ 150.00	\$ 150.00	\$ 1,781.00	92.23%
01-50-510-417091	Credit Card Processing Fees	\$ 44,381.00	\$ 3,585.75	\$ 3,585.75	\$ 40,795.25	91.92%
01-50-510-419011	Development Income	\$ 100,626.00	\$ 12,365.02	\$ 12,365.02	\$ 88,260.98	87.71%
01-50-510-419021	Recharge Income	\$ 61,140.00	\$ -	\$ -	\$ 61,140.00	100.00%
	Operating Revenue	\$ 12,874,765.00	\$ 1,016,346.86	\$ 1,016,346.86	\$ 11,858,418.14	92.11%
01-50-510-471001	Rent - 12303 Oak Glen	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,200.00	91.67%
01-50-510-471011	Rent - 13695 Oak Glen	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,200.00	91.67%
01-50-510-471021	Rent - 13697 Oak Glen	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,200.00	91.67%
01-50-510-471031	Rent - 9781 Avenida Miravilla	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,200.00	91.67%
01-50-510-471101	Util - 12303 Oak Glen	\$ 2,273.00	\$ 258.70	\$ 258.70	\$ 2,014.30	88.62%
01-50-510-471111	Util - 13695 Oak Glen	\$ 2,531.00	\$ 82.90	\$ 82.90	\$ 2,448.10	96.72%
01-50-510-471121	Util - 13697 Oak Glen	\$ 3,436.00	\$ 187.96	\$ 187.96	\$ 3,248.04	94.53%
01-50-510-471131	Util - 9781 Avenida Miravilla	\$ 2,737.00	\$ 102.29	\$ 102.29	\$ 2,634.71	96.26%
	Rent/Utilities	\$ 20,577.00	\$ 1,431.85	\$ 1,431.85	\$ 19,145.15	93.04%
Revenue Total		\$ 18,161,441.00	\$ 2,796,824.66	\$ 2,796,824.66	\$ 15,364,616.34	84.60%

General Ledger

Budget Variance Expense

User: wclayton
 Printed: 02/15/18 16:04:34
 Period 01 - 01
 Fiscal Year 2018

Beaumont-Cherry Valley Water District

560 Magnolia Avenue
 Beaumont CA 92223
 (951) 845-9581
 www.bcvwd.org



Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
10	BOARD OF DIRECTORS						
01-10-110-500101	Board of Directors Fees	\$ 36,000.00	\$ 1,400.00	\$ 1,400.00	\$ 34,600.00	\$ -	96.11%
01-10-110-500115	Social Security	\$ 2,235.00	\$ 86.80	\$ 86.80	\$ 2,148.20	\$ -	96.12%
01-10-110-500120	Medicare	\$ 525.00	\$ 20.30	\$ 20.30	\$ 504.70	\$ -	96.13%
01-10-110-500145	Workers' Compensation	\$ 520.00	\$ 13.86	\$ 13.86	\$ 506.14	\$ -	97.33%
01-10-110-500175	Seminar & Travel Expenses	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100.00%
	Board of Directors Personnel	\$ 49,280.00	\$ 1,520.96	\$ 1,520.96	\$ 47,759.04	\$ -	96.91%
01-10-110-550042	Supplies-Other	\$ 400.00	\$ -	\$ -	\$ 400.00	\$ -	100.00%
	Board of Directors Materials & Supplies	\$ 400.00	\$ -	\$ -	\$ 400.00	\$ -	100.00%
01-10-110-550012	Election Expenses	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100.00%
	Board of Directors Services	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100.00%
Expense Total	BOARD OF DIRECTORS	\$ 69,680.00	\$ 1,520.96	\$ 1,520.96	\$ 68,159.04	\$ -	0.00%
20	ENGINEERING						
01-20-210-500105	Labor	\$ 391,181.00	\$ 10,339.02	\$ 10,339.02	\$ 380,841.98	\$ -	97.36%
01-20-210-500115	Social Security	\$ 24,489.00	\$ 657.77	\$ 657.77	\$ 23,831.23	\$ -	97.31%
01-20-210-500120	Medicare	\$ 5,730.00	\$ 153.85	\$ 153.85	\$ 5,576.15	\$ -	97.32%
01-20-210-500125	Health Insurance	\$ 43,440.00	\$ 613.29	\$ 613.29	\$ 42,826.71	\$ -	98.59%
01-20-210-500140	Life Insurance	\$ 1,524.00	\$ 21.30	\$ 21.30	\$ 1,502.70	\$ -	98.60%
01-20-210-500145	Workers' Compensation	\$ 5,842.00	\$ 126.87	\$ 126.87	\$ 5,715.13	\$ -	97.83%
01-20-210-500150	Unemployment Insurance	\$ 13,303.00	\$ -	\$ -	\$ 13,303.00	\$ -	100.00%
01-20-210-500155	Retirement/CalPERS	\$ 57,099.00	\$ 1,390.77	\$ 1,390.77	\$ 55,708.23	\$ -	97.56%
01-20-210-500165	Uniforms & Employee Benefits	\$ 50.00	\$ -	\$ -	\$ 50.00	\$ -	100.00%
01-20-210-500170	Education Expenses	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
01-20-210-500175	Seminar & Travel Expenses	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-20-210-500180	Accrued Sick Leave Expenses	\$ 16,230.00	\$ -	\$ -	\$ 16,230.00	\$ -	100.00%
01-20-210-500185	Accrued Vacation Expenses	\$ 13,127.00	\$ -	\$ -	\$ 13,127.00	\$ -	100.00%
01-20-210-500187	Accrual Leave Payments	\$ 2,657.00	\$ -	\$ -	\$ 2,657.00	\$ -	100.00%
01-20-210-500195	CIP Related Labor	\$ (169,314.00)	\$ (4,682.36)	\$ (4,682.36)	\$ (164,631.64)	\$ -	97.23%
	Engineering Personnel	\$ 411,358.00	\$ 8,620.51	\$ 8,620.51	\$ 402,737.49	\$ -	97.90%
01-20-210-540048	Permits, Fees & Licensing	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
	Engineering Materials & Supplies	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
01-20-210-580031	Outside Engineering	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	\$ -	100.00%
01-20-210-580032	CIP Related Outside Engineering	\$ (40,000.00)	\$ -	\$ -	\$ (40,000.00)	\$ -	100.00%
	Engineering Services	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100.00%
Expense Total	ENGINEERING	\$ 433,358.00	\$ 8,620.51	\$ 8,620.51	\$ 424,737.49	\$ -	98.01%
30	FINANCE & ADMIN SERVICES						
01-30-310-500105	Labor	\$ 963,090.00	\$ 47,496.63	\$ 47,496.63	\$ 915,593.37	\$ -	95.07%
01-30-310-500115	Social Security	\$ 62,324.00	\$ 4,407.57	\$ 4,407.57	\$ 57,916.43	\$ -	92.93%
01-30-310-500120	Medicare	\$ 14,583.00	\$ 1,030.78	\$ 1,030.78	\$ 13,552.22	\$ -	92.93%
01-30-310-500125	Health Insurance	\$ 246,160.00	\$ 14,205.85	\$ 14,205.85	\$ 231,954.15	\$ -	94.23%
01-30-310-500130	CalPERS Health Admin Costs	\$ 2,000.00	\$ 144.44	\$ 144.44	\$ 1,855.56	\$ -	92.78%
01-30-310-500140	Life Insurance	\$ 6,072.00	\$ 268.04	\$ 268.04	\$ 5,803.96	\$ -	95.59%
01-30-310-500145	Workers' Compensation	\$ 14,012.00	\$ 771.36	\$ 771.36	\$ 13,240.64	\$ -	94.50%
01-30-310-500150	Unemployment Insurance	\$ 32,751.00	\$ -	\$ -	\$ 32,751.00	\$ -	100.00%
01-30-310-500155	Retirement/CalPERS	\$ 156,625.00	\$ 13,070.87	\$ 13,070.87	\$ 143,554.13	\$ -	91.65%
01-30-310-500161	Estim Current Yr OPEB Expenses	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ -	100.00%
01-30-310-500165	Uniforms & Employee Benefits	\$ 750.00	\$ -	\$ -	\$ 750.00	\$ -	100.00%
01-30-310-500170	Education Expenses	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
01-30-310-500175	Seminar & Travel Expenses	\$ 15,000.00	\$ 199.00	\$ 199.00	\$ 14,801.00	\$ -	98.67%
01-30-310-500180	Accrued Sick Leave Expenses	\$ 27,897.00	\$ 293.77	\$ 293.77	\$ 27,603.23	\$ -	98.95%
01-30-310-500185	Accrued Vacation Expenses	\$ 103,444.00	\$ 1,616.40	\$ 1,616.40	\$ 101,827.60	\$ -	98.44%
01-30-310-500187	Accrual Leave Payments	\$ 40,781.00	\$ 21,642.75	\$ 21,642.75	\$ 19,138.25	\$ -	46.93%
01-30-310-550024	Employment Testing	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	100.00%
01-30-315-500105	Labor	\$ 118,311.00	\$ 6,825.60	\$ 6,825.60	\$ 111,485.40	\$ -	94.23%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
01-30-315-500115	Social Security	\$ 7,802.00	\$ 423.36	\$ 423.36	\$ 7,378.64	\$ -	94.57%
01-30-315-500120	Medicare	\$ 1,825.00	\$ 99.01	\$ 99.01	\$ 1,725.99	\$ -	94.57%
01-30-315-500125	Health Insurance	\$ 21,720.00	\$ 1,809.52	\$ 1,809.52	\$ 19,910.48	\$ -	91.67%
01-30-315-500140	Life Insurance	\$ 780.00	\$ 38.34	\$ 38.34	\$ 741.66	\$ -	95.08%
01-30-315-500145	Workers' Compensation	\$ 1,709.00	\$ 67.50	\$ 67.50	\$ 1,641.50	\$ -	96.05%
01-30-315-500150	Unemployment Insurance	\$ 4,023.00	\$ -	\$ -	\$ 4,023.00	\$ -	100.00%
01-30-315-500155	Retirement/CalPERS	\$ 11,648.00	\$ 489.40	\$ 489.40	\$ 11,158.60	\$ -	95.80%
01-30-315-500175	Seminar & Travel Expenses	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	100.00%
01-30-315-500180	Accrued Sick Leave Expenses	\$ 6,883.00	\$ -	\$ -	\$ 6,883.00	\$ -	100.00%
01-30-315-500185	Accrued Vacation Expenses	\$ 14,648.00	\$ -	\$ -	\$ 14,648.00	\$ -	100.00%
01-30-315-500187	Accrual Leave Payments	\$ 7,458.00	\$ -	\$ -	\$ 7,458.00	\$ -	100.00%
01-30-315-500195	CIP Related Labor	\$ (31,855.00)	\$ -	\$ -	\$ (31,855.00)	\$ -	100.00%
	Finance & Admin Services Personnel	\$ 1,956,641.00	\$ 114,900.19	\$ 114,900.19	\$ 1,841,740.81	\$ -	94.13%
01-30-310-550006	Cashiering Shortages/Overages	\$ 50.00	\$ 20.77	\$ 20.77	\$ 29.23	\$ -	58.46%
01-30-310-550018	Employee Medical/First Aid	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	100.00%
01-30-310-550042	Office Supplies	\$ 10,500.00	\$ 862.63	\$ 862.63	\$ 9,637.37	\$ -	91.78%
01-30-310-550046	Office Equipment	\$ 40,000.00	\$ 1,027.64	\$ 1,027.64	\$ 38,972.36	\$ -	97.43%
01-30-310-550048	Postage	\$ 50,000.00	\$ 4,253.76	\$ 4,253.76	\$ 45,746.24	\$ -	91.49%
01-30-310-550066	Subscriptions	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
01-30-310-550072	Misc Operating Expenses	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-30-310-550078	Bad Debt Expenses	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
01-30-310-550084	Depreciation	\$ 2,554,781.00	\$ 206,374.18	\$ 206,374.18	\$ 2,348,406.82	\$ -	91.92%
01-30-315-501511	Phones - 560 Magnolia	\$ 25,200.00	\$ 1,297.42	\$ 1,297.42	\$ 23,902.58	\$ -	94.85%
01-30-315-501561	Phones - 815 E. 12th	\$ 2,800.00	\$ 376.78	\$ 376.78	\$ 2,423.22	\$ -	86.54%
01-30-315-550044	Printing/Toner & Maint	\$ 15,000.00	\$ 1,368.10	\$ 1,368.10	\$ 13,631.90	\$ -	90.88%
	Finance & Admin Services Materials & Supplies	\$ 2,707,531.00	\$ 215,581.28	\$ 215,581.28	\$ 2,491,949.72	\$ -	92.04%
01-30-310-550001	Bank/Financial Service Fees	\$ 42,000.00	\$ 1,305.55	\$ 1,305.55	\$ 40,694.45	\$ -	96.89%
01-30-310-550008	Transaction/Return Fees	\$ 3,000.00	\$ 70.83	\$ 70.83	\$ 2,929.17	\$ -	97.64%
01-30-310-550010	Transaction/Credit Card Fees	\$ 44,381.00	\$ 3,673.80	\$ 3,673.80	\$ 40,707.20	\$ -	91.72%
01-30-310-550014	Credit Check Fees	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00	\$ -	100.00%
01-30-310-550030	Membership Dues	\$ 42,000.00	\$ 9,599.25	\$ 9,599.25	\$ 32,400.75	\$ -	77.14%
01-30-310-550036	Notary & Lien Fees	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
01-30-310-550051	Advertising	\$ 4,000.00	\$ 200.00	\$ 200.00	\$ 3,800.00	\$ -	95.00%
01-30-310-550054	Property, Auto& Gen Liab Insur	\$ 80,000.00	\$ 6,083.58	\$ 6,083.58	\$ 73,916.42	\$ -	92.40%
01-30-310-580001	Accounting & Audit	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ -	100.00%
01-30-310-580011	General Legal	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00	\$ -	100.00%
01-30-310-580021	IT/Software Support	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01-30-310-580036	Other Professional Services	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
01-30-315-550030	Membership Dues	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
01-30-315-580016	Computer Hardware	\$ 20,000.00	\$ 53.86	\$ 53.86	\$ 19,946.14	\$ -	99.73%
01-30-315-580021	IT/Software Support	\$ 5,000.00	\$ 29.00	\$ 29.00	\$ 4,971.00	\$ -	99.42%
01-30-315-580026	License/Maintenance/Support	\$ 90,000.00	\$ 15,662.61	\$ 15,662.61	\$ 74,337.39	\$ 4,735.00	77.34%
	Finance & Admin Services	\$ 536,381.00	\$ 36,678.48	\$ 36,678.48	\$ 499,702.52	\$ 4,735.00	92.28%
Expense Total	FINANCE & ADMIN SERVICES	\$ 5,200,553.00	\$ 367,159.95	\$ 367,159.95	\$ 4,833,393.05	\$ 4,735.00	92.85%
40	OPERATIONS						
410	Source of Supply Personnel						
01-40-410-500105	Labor	\$ 328,948.00	\$ 13,466.32	\$ 13,466.32	\$ 315,481.68	\$ -	95.91%
01-40-410-500110	Overtime	\$ 18,393.00	\$ 132.27	\$ 132.27	\$ 18,260.73	\$ -	99.28%
01-40-410-500111	Double Time	\$ 930.00	\$ -	\$ -	\$ 930.00	\$ -	100.00%
01-40-410-500113	Standby/On-Call	\$ 4,550.00	\$ 350.00	\$ 350.00	\$ 4,200.00	\$ -	92.31%
01-40-410-500115	Social Security	\$ 21,988.00	\$ 913.13	\$ 913.13	\$ 21,074.87	\$ -	95.85%
01-40-410-500120	Medicare	\$ 5,148.00	\$ 213.57	\$ 213.57	\$ 4,934.43	\$ -	95.85%
01-40-410-500125	Health Insurance	\$ 108,600.00	\$ 4,931.67	\$ 4,931.67	\$ 103,668.33	\$ -	95.46%
01-40-410-500140	Life Insurance	\$ 2,160.00	\$ 77.39	\$ 77.39	\$ 2,082.61	\$ -	96.42%
01-40-410-500145	Workers' Compensation	\$ 23,214.00	\$ 733.65	\$ 733.65	\$ 22,480.35	\$ -	96.84%
01-40-410-500150	Unemployment Insurance	\$ 48,080.00	\$ -	\$ -	\$ 48,080.00	\$ -	100.00%
01-40-410-500155	Retirement/CalPERS	\$ 75,285.00	\$ 3,486.42	\$ 3,486.42	\$ 71,798.58	\$ -	95.37%
01-40-410-500165	Uniforms & Employee Benefits	\$ 2,200.00	\$ 46.49	\$ 46.49	\$ 2,153.51	\$ -	97.89%
01-40-410-500170	Education Expenses	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-40-410-500175	Seminar & Travel Expenses	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	100.00%
01-40-410-500180	Accrued Sick Leave Expenses	\$ 9,519.00	\$ 90.04	\$ 90.04	\$ 9,428.96	\$ -	99.05%
01-40-410-500185	Accrued Vacation Expenses	\$ 6,355.00	\$ 666.00	\$ 666.00	\$ 5,689.00	\$ -	89.52%
01-40-410-500187	Accrual Leave Payments	\$ 6,235.00	\$ -	\$ -	\$ 6,235.00	\$ -	100.00%
01-40-410-500195	CIP Related Labor	\$ (25,000.00)	\$ -	\$ -	\$ (25,000.00)	\$ -	100.00%
01-40-410-550024	Employment Testing	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	100.00%
440	Transmission & Distribution Personnel						
01-40-440-500105	Labor	\$ 922,072.00	\$ 31,725.31	\$ 31,725.31	\$ 890,346.69	\$ -	96.56%
01-40-440-500110	Overtime	\$ 36,825.00	\$ 2,428.78	\$ 2,428.78	\$ 34,396.22	\$ -	93.40%
01-40-440-500111	Double Time	\$ 3,000.00	\$ 501.63	\$ 501.63	\$ 2,498.37	\$ -	83.28%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
01-40-440-500113	Standby/On-Call	\$ 7,800.00	\$ 475.00	\$ 475.00	\$ 7,325.00	\$ -	93.91%
01-40-440-500115	Social Security	\$ 61,467.00	\$ 2,356.75	\$ 2,356.75	\$ 59,110.25	\$ -	96.17%
01-40-440-500120	Medicare	\$ 14,386.00	\$ 551.15	\$ 551.15	\$ 13,834.85	\$ -	96.17%
01-40-440-500125	Health Insurance	\$ 304,080.00	\$ 11,605.66	\$ 11,605.66	\$ 292,474.34	\$ -	96.18%
01-40-440-500140	Life Insurance	\$ 6,060.00	\$ 166.98	\$ 166.98	\$ 5,893.02	\$ -	97.24%
01-40-440-500145	Workers' Compensation	\$ 51,310.00	\$ 1,358.24	\$ 1,358.24	\$ 49,951.76	\$ -	97.35%
01-40-440-500155	Retirement/CalPERS	\$ 170,684.00	\$ 6,400.90	\$ 6,400.90	\$ 164,283.10	\$ -	96.25%
01-40-440-500165	Uniforms & Employee Benefits	\$ 4,500.00	\$ 617.41	\$ 617.41	\$ 3,882.59	\$ -	86.28%
01-40-440-500170	Education Expenses	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-40-440-500175	Seminar & Travel Expenses	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
01-40-440-500180	Accrued Sick Leave Expenses	\$ 9,260.00	\$ 369.48	\$ 369.48	\$ 8,890.52	\$ -	96.01%
01-40-440-500185	Accrued Vacation Expenses	\$ 20,816.00	\$ 1,227.40	\$ 1,227.40	\$ 19,588.60	\$ -	94.10%
01-40-440-500187	Accrual Leave Payments	\$ 28,454.00	\$ 1,238.76	\$ 1,238.76	\$ 27,215.24	\$ -	95.65%
01-40-440-500195	CIP Related Labor	\$ (57,300.00)	\$ -	\$ -	\$ (57,300.00)	\$ -	100.00%
01-40-440-550024	Employment Testing	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	100.00%
450	Inspections Personnel						
01-40-450-500105	Labor	\$ -	\$ 3,497.48	\$ 3,497.48	\$ (3,497.48)	\$ -	0.00%
01-40-450-500110	Overtime	\$ -	\$ 1,340.43	\$ 1,340.43	\$ (1,340.43)	\$ -	0.00%
01-40-450-500115	Social Security	\$ -	\$ 301.17	\$ 301.17	\$ (301.17)	\$ -	0.00%
01-40-450-500120	Medicare	\$ -	\$ 70.45	\$ 70.45	\$ (70.45)	\$ -	0.00%
01-40-450-500125	Health Insurance	\$ -	\$ 1,826.60	\$ 1,826.60	\$ (1,826.60)	\$ -	0.00%
01-40-450-500140	Life Insurance	\$ -	\$ 24.58	\$ 24.58	\$ (24.58)	\$ -	0.00%
01-40-450-500145	Workers' Compensation	\$ -	\$ 180.76	\$ 180.76	\$ (180.76)	\$ -	0.00%
01-40-450-500155	Retirement/CalPERS	\$ -	\$ 693.64	\$ 693.64	\$ (693.64)	\$ -	0.00%
460	Customer Svc & Meter Reading Personnel						
01-40-460-500105	Labor	\$ 162,730.00	\$ 11,891.31	\$ 11,891.31	\$ 150,838.69	\$ -	92.69%
01-40-460-500110	Overtime	\$ 14,102.00	\$ 142.13	\$ 142.13	\$ 13,959.87	\$ -	98.99%
01-40-460-500111	Double Time	\$ 1,579.00	\$ 171.64	\$ 171.64	\$ 1,407.36	\$ -	89.13%
01-40-460-500113	Standby/On-Call	\$ 3,900.00	\$ 125.00	\$ 125.00	\$ 3,775.00	\$ -	96.79%
01-40-460-500115	Social Security	\$ 11,267.00	\$ 812.97	\$ 812.97	\$ 10,454.03	\$ -	92.78%
01-40-460-500120	Medicare	\$ 2,639.00	\$ 190.12	\$ 190.12	\$ 2,448.88	\$ -	92.80%
01-40-460-500125	Health Insurance	\$ 65,160.00	\$ 7,460.43	\$ 7,460.43	\$ 57,699.57	\$ -	88.55%
01-40-460-500140	Life Insurance	\$ 1,068.00	\$ 74.39	\$ 74.39	\$ 993.61	\$ -	93.03%
01-40-460-500145	Workers' Compensation	\$ 11,484.00	\$ 661.23	\$ 661.23	\$ 10,822.77	\$ -	94.24%
01-40-460-500155	Retirement/CalPERS	\$ 39,275.00	\$ 2,452.94	\$ 2,452.94	\$ 36,822.06	\$ -	93.75%
01-40-460-500165	Uniforms & Employee Benefits	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	100.00%
01-40-460-500170	Education Expenses	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	100.00%
01-40-460-500175	Seminar & Travel Expenses	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	100.00%
01-40-460-500180	Accrued Sick Leave Expenses	\$ 147.00	\$ 73.56	\$ 73.56	\$ 73.44	\$ -	49.96%
01-40-460-500185	Accrued Vacation Expenses	\$ -	\$ 735.60	\$ 735.60	\$ (735.60)	\$ -	0.00%
01-40-460-500187	Accrual Leave Payments	\$ 3,221.00	\$ -	\$ -	\$ 3,221.00	\$ -	100.00%
01-40-460-550024	Employment Testing	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	100.00%
470	Maintenance & General Plant Personnel						
01-40-470-500105	Labor	\$ -	\$ 2,090.82	\$ 2,090.82	\$ (2,090.82)	\$ -	0.00%
01-40-470-500115	Social Security	\$ -	\$ 129.68	\$ 129.68	\$ (129.68)	\$ -	0.00%
01-40-470-500120	Medicare	\$ -	\$ 30.34	\$ 30.34	\$ (30.34)	\$ -	0.00%
01-40-470-500125	Health Insurance	\$ -	\$ 15.63	\$ 15.63	\$ (15.63)	\$ -	0.00%
01-40-470-500140	Life Insurance	\$ -	\$ 0.14	\$ 0.14	\$ (0.14)	\$ -	0.00%
01-40-470-500145	Workers' Compensation	\$ -	\$ 105.65	\$ 105.65	\$ (105.65)	\$ -	0.00%
01-40-470-500155	Retirement/CalPERS	\$ -	\$ 527.97	\$ 527.97	\$ (527.97)	\$ -	0.00%
	Operations Personnel	\$ 2,544,291.00	\$ 121,757.06	\$ 121,757.06	\$ 2,422,533.94	\$ -	95.21%
410	Source of Supply Materials & Supplies						
01-40-410-501101	Electricity - Wells	\$ 1,566,443.00	\$ 109,786.33	\$ 109,786.33	\$ 1,456,656.67	\$ -	92.99%
01-40-410-501201	Gas - Wells	\$ 225.00	\$ 14.30	\$ 14.30	\$ 210.70	\$ -	93.64%
01-40-410-510011	Treatment & Chemicals	\$ 80,000.00	\$ 1,044.00	\$ 1,044.00	\$ 78,956.00	\$ 24,958.80	67.50%
01-40-410-510021	Lab Testing	\$ 90,000.00	\$ 1,675.00	\$ 1,675.00	\$ 88,325.00	\$ -	98.14%
01-40-410-510031	Small Tools, Parts & Maint	\$ 3,200.00	\$ 133.55	\$ 133.55	\$ 3,066.45	\$ -	95.83%
01-40-410-520021	Maint & Rpr-Telemetry Equip	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100.00%
01-40-410-520061	Maint & Rpr-Pumping Equipment	\$ 125,000.00	\$ 37,035.03	\$ 37,035.03	\$ 87,964.97	\$ 527.46	69.95%
01-40-410-550066	Subscriptions	\$ 400.00	\$ -	\$ -	\$ 400.00	\$ -	100.00%
440	Trans & Distribution Materials & Supplies						
01-40-440-510031	Small Tools, Parts & Maint	\$ 6,500.00	\$ 699.39	\$ 699.39	\$ 5,800.61	\$ 1,791.67	61.68%
01-40-440-520071	Maint & Rpr-Pipelines&Hydrants	\$ 55,000.00	\$ 1,880.22	\$ 1,880.22	\$ 53,119.78	\$ (344.04)	97.21%
01-40-440-520081	Maint & Rpr-Pressure Regulatrs	\$ 7,500.00	\$ 4,909.37	\$ 4,909.37	\$ 2,590.63	\$ 217.77	31.64%
01-40-440-540001	Backflow Devices	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -	100.00%
01-40-440-540024	Inventory Adjustments	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
01-40-440-540036	Line Locates	\$ 3,500.00	\$ 216.25	\$ 216.25	\$ 3,283.75	\$ -	93.82%
01-40-440-540042	Meters Maintenance & Services	\$ 150,000.00	\$ 3,026.24	\$ 3,026.24	\$ 146,973.76	\$ 973.82	97.33%
01-40-440-540078	Reservoirs Maintenance	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	\$ -	100.00%
470	Maint & General Plant Materials & Supplies						
01-40-470-501111	Electricity - 560 Magnolia	\$ 23,000.00	\$ 1,254.31	\$ 1,254.31	\$ 21,745.69	\$ -	94.55%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
01-40-470-501121	Electricity - 12303 Oak Glen	\$ 2,159.00	\$ 258.70	\$ 258.70	\$ 1,900.30	\$ -	88.02%
01-40-470-501131	Electricity - 13695 Oak Glen	\$ 1,848.00	\$ 82.90	\$ 82.90	\$ 1,765.10	\$ -	95.51%
01-40-470-501141	Electricity - 13697 Oak Glen	\$ 2,818.00	\$ 187.96	\$ 187.96	\$ 2,630.04	\$ -	93.33%
01-40-470-501151	Elec - 9781 Avenida Miravilla	\$ 1,834.00	\$ 102.29	\$ 102.29	\$ 1,731.71	\$ -	94.42%
01-40-470-501161	Electricity - 815 E. 12th	\$ 6,000.00	\$ 353.30	\$ 353.30	\$ 5,646.70	\$ -	94.11%
01-40-470-501321	Propane - 12303 Oak Glen	\$ 114.00	\$ -	\$ -	\$ 114.00	\$ -	100.00%
01-40-470-501331	Propane - 13695 Oak Glen	\$ 683.00	\$ -	\$ -	\$ 683.00	\$ -	100.00%
01-40-470-501341	Propane - 13697 Oak Glen	\$ 618.00	\$ -	\$ -	\$ 618.00	\$ -	100.00%
01-40-470-501351	Propane-9781 Avenida Miravilla	\$ 903.00	\$ -	\$ -	\$ 903.00	\$ -	100.00%
01-40-470-501411	Sanitation - 560 Magnolia	\$ 2,400.00	\$ 94.80	\$ 94.80	\$ 2,305.20	\$ -	96.05%
01-40-470-501461	Sanitation - 815 E. 12th	\$ 4,050.00	\$ 258.30	\$ 258.30	\$ 3,791.70	\$ -	93.62%
01-40-470-501471	Sanitation - 11083 Cherry Ave	\$ 3,200.00	\$ 254.38	\$ 254.38	\$ 2,945.62	\$ -	92.05%
01-40-470-501511	Phones - 560 Magnolia	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01-40-470-501611	Maint & Repair- 560 Magnolia	\$ 16,000.00	\$ 1,115.00	\$ 1,115.00	\$ 14,885.00	\$ -	93.03%
01-40-470-501621	Maint & Repair- 12303 Oak Glen	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00	\$ -	100.00%
01-40-470-501631	Maint & Repair- 13695 Oak Glen	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-40-470-501641	Maint & Repair- 13697 Oak Glen	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
01-40-470-501651	Maint & Rpr-9781 Ave Miravilla	\$ 1,500.00	\$ 361.00	\$ 361.00	\$ 1,139.00	\$ -	75.93%
01-40-470-501661	Maint & Repair- 815 E. 12th	\$ 5,000.00	\$ 150.00	\$ 150.00	\$ 4,850.00	\$ -	97.00%
01-40-470-501691	Maint & Rpr- Bldgs (General)	\$ 5,000.00	\$ 126.38	\$ 126.38	\$ 4,873.62	\$ -	97.47%
01-40-470-510001	Auto/Fuel	\$ 75,000.00	\$ 5,613.20	\$ 5,613.20	\$ 69,386.80	\$ -	92.52%
01-40-470-520011	Maint & Rpr-Safety Equipment	\$ 3,000.00	\$ 320.70	\$ 320.70	\$ 2,679.30	\$ -	89.31%
01-40-470-520031	Maint & Rpr-General Equipment	\$ 46,000.00	\$ 7,802.11	\$ 7,802.11	\$ 38,197.89	\$ -	83.04%
01-40-470-520041	Maint & Rpr-Fleet	\$ 50,000.00	\$ 5,180.04	\$ 5,180.04	\$ 44,819.96	\$ -	89.64%
01-40-470-520091	Maint & Rpr-Communicatn Equip	\$ 5,500.00	\$ -	\$ -	\$ 5,500.00	\$ -	100.00%
510	General Materials & Supplies						
01-40-510-510031	Small Tools, Parts & Maint	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
	Operations Materials & Supplies	\$ 2,393,095.00	\$ 183,935.05	\$ 183,935.05	\$ 2,209,159.95	\$ 28,125.48	91.14%
410	Source of Supply Services						
01-40-410-500501	State Project Water Purchases	\$ 2,813,692.00	\$ 362,965.00	\$ 362,965.00	\$ 2,450,727.00	\$ -	87.10%
01-40-410-540084	State Mandates & Tariffs	\$ 70,000.00	\$ 55,792.70	\$ 55,792.70	\$ 14,207.30	\$ -	20.30%
470	Maintenance & General Plant Services						
01-40-470-540030	Landscape Maintenance	\$ 45,000.00	\$ 1,082.22	\$ 1,082.22	\$ 43,917.78	\$ -	97.60%
01-40-470-540072	Rechrg Facs, Chyns&Ponds Maint	\$ 75,000.00	\$ 113.14	\$ 113.14	\$ 74,886.86	\$ -	99.85%
	Operations Services	\$ 3,003,692.00	\$ 419,953.06	\$ 419,953.06	\$ 2,583,738.94	\$ -	86.02%
Expense Total	OPERATIONS	\$ 7,941,078.00	\$ 725,645.17	\$ 725,645.17	\$ 7,215,432.83	\$ 28,125.48	90.51%
50	GENERAL						
01-50-510-540066	Property Damages & Theft	\$ 15,000.00	\$ 1,500.00	\$ 1,500.00	\$ 13,500.00	\$ -	90.00%
01-50-510-550040	General Supplies	\$ 11,000.00	\$ 1,522.63	\$ 1,522.63	\$ 9,477.37	\$ -	86.16%
01-50-510-550060	Public Education	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
01-50-510-550072	Misc Operating Expenses	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
	General Materials & Supplies	\$ 32,000.00	\$ 3,022.63	\$ 3,022.63	\$ 28,977.37	\$ -	90.55%
01-50-510-550096	Beaumont Basin Watermaster	\$ 42,000.00	\$ -	\$ -	\$ 42,000.00	\$ -	100.00%
	General Services	\$ 42,000.00	\$ -	\$ -	\$ 42,000.00	\$ -	100.00%
Expense Total	GENERAL	\$ 74,000.00	\$ 3,022.63	\$ 3,022.63	\$ 70,977.37	\$ -	95.92%
Expense Total	ALL EXPENSES	\$ 13,718,669.00	\$ 1,105,969.22	\$ 1,105,969.22	\$ 12,612,699.78	\$ 32,860.48	91.70%



**Beaumont-Cherry Valley Water District
Cash Balance & Investment Report
As of January 31, 2018**

Account Name	Account Ending #	Cash Balance Per Account	
		Balance	Prior Month Balance
Wells Fargo	General	4152	
		<u>\$3,415,734.35</u>	<u>\$1,315,565.13</u>
	Total Cash	\$ 3,415,734.35	\$ 1,315,565.13

Account Name	Investment Summary		Actual % of		Maturity	Par Amount	Rate	2018 Interest to Date
	Market Value	Prior Month Balance	Total	Policy % Limit				
Ca. State Treasurer's Office: Local Agency Investment Fund	<u>\$24,207,549.46</u>	<u>\$24,134,278.69</u>	48%	No Limit	Liquid	N/A	1.38	<u>\$73,270.77</u>
CalTRUST Short Term Fund	<u>\$25,751,899.35</u>	<u>\$25,718,949.62</u>	52%	No Limit	Liquid	N/A	1.42	<u>\$32,949.74</u>
Total Investments	<u>\$49,959,448.81</u>	<u>\$49,853,228.31</u>						<u>\$106,220.51</u>
Total Cash & Investments	\$ 53,375,183.16	\$ 51,168,793.44						

The investments above are in accordance with the District's investment policy.

BCVWD will be able to meet its cash flow obligations for the next 6 months.

BCVWD
YTD Cash Balances Roll-Forward
2018

	Balance Dec. 31, 2017	Actual Increase (Decrease) Jan. 2018	Balance Jan. 31, 2018
1) Restricted Cash:			
Capacity Charges (Facility Fees) Collected	\$ 20,777,911	\$ 1,746,096	\$ 22,524,007
Facilities Built	-	(8,243)	(8,243)
Restricted Cash - Capital Commitments	20,777,911	1,737,853	22,515,764
Customer Account Credit Balances	-	-	-
Customer Deposits Payable	424,987	8,608	433,595
Meter Fees	162,053	10,197	172,250
GIS Deposits	1,478,509	46,200	1,524,709
Plan Check, Inspection and Other Development Deposits	884,099	13,135	897,234
Restricted Cash - Funds Held for Others	2,949,648	78,140	3,027,788
Total Restricted Cash	23,727,559	1,815,993	25,543,552
2) Unrestricted Cash:			
Designated:			
Reserve for Operations	2,252,877	538,095 (1)	2,790,972
Emergency Reserve	1,351,726	322,857 (2)	1,674,583
Capital Replacement Reserve	20,769,815	(860,952) (3)	19,908,863
Revenue:			
Operating		1,003,982 (4)	
Miscellaneous		32,950	
Rent/Utilities		1,432	
		<u>1,038,364</u>	
Expenses:			
Engineering		(13,303) (5)	
Finance & Administration		(160,786) (6)	
Operations		(725,645) (5)	
Miscellaneous / General		(3,023)	
Board Services		<u>(1,521)</u>	
		<u>(904,278)</u>	
Undesignated:			
Beginning Balance	3,068,216		
Cash Flow from Operations	-	134,086	
Other Balance Sheet changes	-	256,310	
Ending balance	3,068,216	390,396	3,458,612
Total Unrestricted Cash	27,442,634		27,833,030
Total Restricted and Unrestricted Cash	51,170,193		53,376,583
Cash on Hand	(1,400)		(1,400)
Total Cash Balance Per F & A Report	\$ 51,168,793		\$ 53,375,183

- (1) Reserve for Operations is to be adjusted annually to a minimum of 15% of the annual operating budget per Board policy.
- (2) Emergency Reserve is to have a minimum amount sufficient to pay for three months of budgeting operating expenditures per Board policy .
- (3) Additions to Reserve for Operations and Emergency Reserve are provided for through Capital Replacement Reserve.
- (4) Excludes Development Income (Account No. 01-50-510-419011): Not a cash inflow-these are deposits that convert to revenue via journal entry as related costs are incurred.
- (5) Excludes CIP Related Labor (Account No. 500195). This labor has been charged against Capacity Charges above.
- (6) Excludes Depreciation Expense (Account No. 01-30-310-550084). Depreciation is not a cash outflow.

Accounts Payable

Checks by Date - Detail by Check Date

User: wclayton
Printed: 2/20/2018 7:48 AM

Beaumont-Cherry Valley Water District

560 Magnolia Avenue
Beaumont CA 92223
(951) 845-9581
www.bcvwd.org



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10085	CalPERS Retirement System	01/25/2018	
	1006335	PR Batch 00003.01.2018 CalPERS 7% EE Deduction	PR Batch 00003.01.2018 Ca	50.40
	1006335	PR Batch 00003.01.2018 CalPERS ER PEPRA	PR Batch 00003.01.2018 Ca	51.62
Total for this ACH Check for Vendor 10085:				102.02
ACH	10087	EDD	01/25/2018	
	0-128-709-696	PR Batch 00003.01.2018 CA SDI	PR Batch 00003.01.2018 CA	7.20
	0-128-709-696	PR Batch 00003.01.2018 State Income Tax	PR Batch 00003.01.2018 Sta	16.74
Total for this ACH Check for Vendor 10087:				23.94
ACH	10094	U.S. Treasury	01/25/2018	
	22933663	PR Batch 00003.01.2018 Federal Income Tax	PR Batch 00003.01.2018 Fe	113.73
	22933663	PR Batch 00003.01.2018 FICA Employee Portion	PR Batch 00003.01.2018 FI	121.44
	22933663	PR Batch 00003.01.2018 FICA Employer Portion	PR Batch 00003.01.2018 FI	121.44
	22933663	PR Batch 00003.01.2018 Medicare Employee Portion	PR Batch 00003.01.2018 Me	28.40
	22933663	PR Batch 00003.01.2018 Medicare Employer Portion	PR Batch 00003.01.2018 Me	28.40
Total for this ACH Check for Vendor 10094:				413.41
ACH	10264	CalPERs Supplemental Income Plans	01/25/2018	
	1006333	PR Batch 00003.01.2018 CalPERS 457	PR Batch 00003.01.2018 Ca	75.00
Total for this ACH Check for Vendor 10264:				75.00
Total for 1/25/2018:				614.37
ACH	10138	ARCO Business Solutions	01/31/2018	
	HW201 Jan 2018	ARCO Fuel Charges 12/12-01/11/2018		5,613.20
Total for this ACH Check for Vendor 10138:				5,613.20
Total for 1/31/2018:				5,613.20
7262	10003	All Purpose Rental	02/01/2018	
	32918	(1) Rental - Concrete Saw - 8th St Cap Replacement		330.00
Total for Check Number 7262:				330.00
7263	10635	Cal-Mesa Steel Supply, Inc	02/01/2018	
	438495	Tubing to Build Vice Holder - Unit 5		44.61
Total for Check Number 7263:				44.61
7264	10614	Cherry Valley Automotive	02/01/2018	
	21289	Labor - Oil Change OD 99,393 - Unit 16		20.00
	21289	Oil Change/Air Filter OD 99,393 - Unit 16		43.67
	21289	Labor - Replace Serpentine Belt OD 99,393 - Unit 16		50.00
	21289	Replace Serpentine Belt OD 99,393 - Unit 16		36.33
	21289	Labor - Rear Differential Service OD 99,393 - Unit 16		60.00
	21289	Labor - Replace Front Shocks OD 99,393 - Unit 16		80.00
	21289	Replace Front Shocks OD 99,393 - Unit 16		122.79

21289		Gear Oil for Rear Differential Service OD 99,393 - Unit 16		86.16
21299		Labor - Oil Change OD 168,523 - Unit 2		20.00
21299		Oil Change OD 168,523 - Unit 2		27.53
21299		Diagnostics CEL OD 168,523 - Unit 2		100.00
21299		Replace Tempature Sensor OD 168,523 - Unit 2		33.84
21300		Labor - Replace Door Handle OD 175,318 - Unit 22		100.00
21300		Replace Door Handle OD 175,318 - Unit 22		62.45
21491		Labor - Front and Rear Brakes OD 142,374 - Unit 13		280.00
21491		Replace Front and Rear Brakes OD 142,374 - Unit 13		323.23
Total for Check Number 7264:				1,446.00
7265	10351	Cherry Valley Nursery & Landscape Supply	02/01/2018	
	T1-0036550	Main Office Landscape Maintenance		232.74
Total for Check Number 7265:				232.74
7266	10618	E & M Electric and Machinery	02/01/2018	
	314221	SCADA 2017 Upgrade - SCADA Phase I Project		795.00
	314221	SCADA 2017 Upgrade - SCADA Phase I Project		4,680.00
Total for Check Number 7266:				5,475.00
7267	10666	Augustine Garcia	02/01/2018	
	011318	Refund for Incomplete Annexation Project 03/2007		1,500.00
Total for Check Number 7267:				1,500.00
7268	10562	Lorena Gonzales	02/01/2018	
	28777	Reim- Certified Postage for UB Summons		7.83
	9610542	Reim- Purchase Laser Pointer - D Jagers		53.86
Total for Check Number 7268:				61.69
7269	10665	Lautzenhisner's Stationary	02/01/2018	
	12082	(500) Sheets Permanent Record Paper		305.64
Total for Check Number 7269:				305.64
7270	10281	Luther's Truck and Equipment	02/01/2018	
	40624	Labor - Diagnostic on Check Engine Light OD 62,265 - Unit 8		409.50
	40624	Replace #3 & #4 Injectors OD 62,265 - Unit 8		1,289.51
	40624	Replace Valve Gaskets OD 62,265 - Unit 8		426.52
Total for Check Number 7270:				2,125.53
7271	10026	McCrometer Inc	02/01/2018	
	505058RI	(5) New 4" Construction Meters		6,525.00
Total for Check Number 7271:				6,525.00
7272	10278	MetLife - Group Benefits	02/01/2018	
	KM05754034 Feb	MetLife Dental Ins Feb 2018		546.83
	KM05754034 Feb	MetLife Visionl Ins Feb 2018		58.12
Total for Check Number 7272:				604.95
7273	10634	Robert Mitchell	02/01/2018	
	01302018	(13) Truck Washes Jan 2018		215.00
Total for Check Number 7273:				215.00
7274	10078	Northrop Grumman Systems Corp	02/01/2018	
	25715	Annual Route Manager Software Maint/Phone Support 2018		1,135.00
Total for Check Number 7274:				1,135.00

7275	10045 R135964 R135965	Pacific Alarm Service Inc Alarm Equip Rent/Service/Monitor 560 Magnolia Ave Feb 2018 Alarm Equip Rent/Service/Monitor - 11083 Cherry Ave Feb 2018	02/01/2018	270.00 44.50
Total for Check Number 7275:				314.50
7276	10282 122117 JL	Rancho Paseo Medical Group Employment Testing - A Lopez	02/01/2018	25.00
Total for Check Number 7276:				25.00
7277	10317 152002 152002 152002 152002 152002 152002 152952 152952 152952 152952 152952 152952 152952	Robertson's Ready Mix 12.5 Tons of Base for Meter Service Repairs 12.5 Tons of Base for Main Line Repairs 12.5 Tons of Sand for Meter Service Repairs Environmental Fees Energy Surcharges 12.5 Tons of Base for Meter Service Repairs 12.5 Tons of Base for Main Line Repairs 12.5 Tons of Base for Meter Service Repairs 13.15 Tons of Sand for Meter Service Repairs 12.5 Tons of Sand for Main Line Repairs Energy Surcharges Environmental Fees	02/01/2018	101.83 182.71 101.82 10.00 20.00 182.72 131.45 131.44 99.51 99.51 20.00 10.00
Total for Check Number 7277:				1,090.99
7278	10042 07132135000Jan	Southern California Gas Company Monthly Gas Charges 12/26-01/24/2018	02/01/2018	14.30
Total for Check Number 7278:				14.30
7279	10276 00610763 Feb 2018	Standard Insurance Company Monthly Life & AD&D Insurance Feb 2018	02/01/2018	671.16
Total for Check Number 7279:				671.16
7280	10341 SW-0147498	State Water Resources Control Board 2018 Annual Permit Fee Fac ID 833C365628 - NCR II	02/01/2018	2,038.00
Total for Check Number 7280:				2,038.00
7281	10443 8939 8939	Superior Gate Services Labor - Diagnostics/Repairs Solar Gate - 9781 Avenida Miravilla Repair Motor on Solar Gate - 9781 Avenida Miravilla	02/01/2018	286.00 75.00
Total for Check Number 7281:				361.00
7282	10043 1129798-000 1129798-000 1129798-000 1129798-000 1129798-000	Trench Shoring (2) Ram Shoring Jacks 61-97 X 3.5' (2) Ram Shoring Jacks 61-97 X 2' (1) Shoring Jack Pump (1) Shoring Jack Tool (8) Shoring Fin Form Panels 3/4" X 4' X 8'	02/01/2018	3,270.00 1,740.00 700.00 60.00 1,481.58
Total for Check Number 7282:				7,251.58
7283	10284 120180046 120180046	Underground Service Alert of Southern California 125 New Ticket Charges Jan 2018 Monthly Maintenance Fee Jan 2018	02/01/2018	206.25 10.00
Total for Check Number 7283:				216.25
7284	10036 B0152081M	USA Mobility Wireless Inc Stand-by Pager for SCADA System 01/13-02/14/2018	02/01/2018	69.84
Total for Check Number 7284:				69.84

7285	10651	Weldors Supply and Steel	02/01/2018	
	6289	Wire/Primer/Paint Welding Repairs - Hannon Tank		34.20
	6289	Metal Plates/Hinges Welding Repairs - Hannon Tank		26.94
	6289	Cut Off Wheel/Grinding Wheel/Flap Disc - Field Tools		21.55
Total for Check Number 7285:				82.69
7286	10599	West Coast Technology	02/01/2018	
	0008326-IN	1-YR Renewal for SAN - Quantum QXS-3 02/28-02/27/2019		3,600.00
Total for Check Number 7286:				3,600.00
7287	UB*02815	Yu-Chi Arnold	02/01/2018	
		Refund Check		16.17
		Refund Check		12.36
		Refund Check		5.93
		Refund Check		4.25
Total for Check Number 7287:				38.71
7288	UB*02808	Christopher Bandak	02/01/2018	
		Refund Check		86.29
Total for Check Number 7288:				86.29
7289	UB*02804	Karen Bradley	02/01/2018	
		Refund Check		3.22
Total for Check Number 7289:				3.22
7290	UB*02813	Michael Curtis	02/01/2018	
		Refund Check		4.67
		Refund Check		35.26
		Refund Check		16.89
		Refund Check		12.12
Total for Check Number 7290:				68.94
7291	UB*02814	Irma & Harry Ervin	02/01/2018	
		Refund Check		25.00
Total for Check Number 7291:				25.00
7292	UB*02809	Hardy & Harper Inc	02/01/2018	
		Refund Check		2,015.00
Total for Check Number 7292:				2,015.00
7293	UB*02816	Hardy & Harper Inc	02/01/2018	
		Refund Check		187.60
Total for Check Number 7293:				187.60
7294	UB*02806	Herman Weissker Inc	02/01/2018	
		Refund Check		145.11
		Refund Check		1,883.80
		Refund Check		58.05
		Refund Check		41.64
Total for Check Number 7294:				2,128.60
7295	UB*02803	Ruby Hurst	02/01/2018	
		Refund Check		18.64
Total for Check Number 7295:				18.64

7296	UB*02807	Kim Johnson	02/01/2018	
		Refund Check		70.28
		Refund Check		33.04
		Refund Check		15.83
		Refund Check		11.36
Total for Check Number 7296:				130.51
7297	UB*02801	Aja Jones	02/01/2018	
		Refund Check		48.58
		Refund Check		110.72
		Refund Check		52.94
		Refund Check		37.98
Total for Check Number 7297:				250.22
7298	UB*02802	Shannon Laird	02/01/2018	
		Refund Check		66.94
		Refund Check		13.11
		Refund Check		6.28
		Refund Check		4.50
Total for Check Number 7298:				90.83
7299	UB*02810	Lisa Mailhot	02/01/2018	
		Refund Check		110.89
		Refund Check		11.26
		Refund Check		5.39
		Refund Check		3.87
Total for Check Number 7299:				131.41
7300	UB*02812	Arturo Moran	02/01/2018	
		Refund Check		24.01
		Refund Check		30.72
		Refund Check		14.72
		Refund Check		10.56
Total for Check Number 7300:				80.01
7301	UB*02811	Conservice REO Utilities	02/01/2018	
		Refund Check		3.25
Total for Check Number 7301:				3.25
7302	UB*02805	Donna Solomon	02/01/2018	
		Refund Check		20.15
Total for Check Number 7302:				20.15
Total for 2/1/2018:				41,014.85
ACH	10030	Southern California Edison	02/02/2018	
	2039374889Dec	11/20-12/19/2017- Wells		430.46
	2039374889Jan	12/21-01/23/18 - 9781 Avenida Miravilla		102.29
	2039374889Jan	12/21-01/23/18 - 815 E 12th Ave		353.30
	2039374889Jan	12/21-01/23/18 - Wells		109,786.33
	2039374889Jan	12/21-01/23/18 - 12303 Oak Glen Rd		258.70
	2039374889Jan	12/21-01/23/18 - 560 Magnolia Ave		1,254.31
	2039374889Jan	12/21-01/23/18 - 13697 Oak Glen Rd		187.96
	2039374889Jan	12/21-01/23/18 - 13695 Oak Glen Rd		82.90
Total for this ACH Check for Vendor 10030:				112,456.25

ACH	10086 048766	American Family Life Assurance Company of Columbus AFLAC Employee Insurance Jan 2018	02/02/2018	1,248.60
Total for this ACH Check for Vendor 10086:				1,248.60
Total for 2/2/2018:				113,704.85
ACH	10288 1800Feb 1800Feb 1800Feb 1800Feb	CalPERS Health Fiscal Services Division Active Employees Health Insurance Feb 2018 Retired Employees Health Insurance Feb 2018 Admin Fee for Health Insurance Feb 2018 E Fraser (7 of 9) Health Insurance Feb 2018	02/07/2018	40,874.10 900.60 144.44 1,594.55
Total for this ACH Check for Vendor 10288:				43,513.69
Total for 2/7/2018:				43,513.69
ACH	10085 1014607 1014607 1014607 1014607 1014607 1014607	CalPERS Retirement System PR Batch 00001.02.2018 CalPERS 8% ER Paid PR Batch 00001.02.2018 CalPERS ER Paid Classic PR Batch 00001.02.2018 CalPERS ER PEPRA PR Batch 00001.02.2018 CalPERS 1% ER Paid PR Batch 00001.02.2018 CalPERS 7% EE Deduction PR Batch 00001.02.2018 CalPERS 8% EE Paid	02/08/2018 PR Batch 00001.02.2018 Ca PR Batch 00001.02.2018 Ca PR Batch 00001.02.2018 Ca PR Batch 00001.02.2018 Ca PR Batch 00001.02.2018 Ca PR Batch 00001.02.2018 Ca	997.06 8,178.82 1,867.32 162.15 2,957.90 2,477.03
Total for this ACH Check for Vendor 10085:				16,640.28
ACH	10087 1-131-801-664 1-131-801-664	EDD PR Batch 00001.02.2018 CA SDI PR Batch 00001.02.2018 State Income Tax	02/08/2018 PR Batch 00001.02.2018 CA PR Batch 00001.02.2018 Sta	889.62 3,074.10
Total for this ACH Check for Vendor 10087:				3,963.72
ACH	10094 43126046 43126046 43126046 43126046 43126046	U.S. Treasury PR Batch 00001.02.2018 Federal Income Tax PR Batch 00001.02.2018 FICA Employee Portion PR Batch 00001.02.2018 FICA Employer Portion PR Batch 00001.02.2018 Medicare Employee Portion PR Batch 00001.02.2018 Medicare Employer Portion	02/08/2018 PR Batch 00001.02.2018 Fe PR Batch 00001.02.2018 FI PR Batch 00001.02.2018 FI PR Batch 00001.02.2018 Me PR Batch 00001.02.2018 Me	8,345.39 5,988.08 5,988.08 1,411.22 1,411.22
Total for this ACH Check for Vendor 10094:				23,143.99
ACH	10141 CGP90NU6657 CGP90NU6657	Ca State Disbursement Unit PR Batch 00001.02.2018 Garnishment PR Batch 00001.02.2018 Garnishment	02/08/2018 PR Batch 00001.02.2018 Ga PR Batch 00001.02.2018 Ga	266.30 288.46
Total for this ACH Check for Vendor 10141:				554.76
ACH	10203 VB1450-PP03	Voya Financial PR Batch 00001.02.2018 Deferred Comp	02/08/2018 PR Batch 00001.02.2018 De	475.00
Total for this ACH Check for Vendor 10203:				475.00
ACH	10264 1014557 1014557	CalPERS Supplemental Income Plans PR Batch 00001.02.2018 CalPERS 457 PR Batch 00001.02.2018 CalPERS 457 %	02/08/2018 PR Batch 00001.02.2018 Ca PR Batch 00001.02.2018 Ca	1,712.30 43.56
Total for this ACH Check for Vendor 10264:				1,755.86
ACH	10085 1019402 1019402	CalPERS Retirement System PR Batch 00002.02.2018 CalPERS 7% EE Deduction PR Batch 00002.02.2018 CalPERS ER PEPRA	02/08/2018 PR Batch 00002.02.2018 Ca PR Batch 00002.02.2018 Ca	49.43 50.63
Total for this ACH Check for Vendor 10085:				100.06

ACH	10087	EDD	02/08/2018	
	2-061-102-144	PR Batch 00002.02.2018 CA SDI	PR Batch 00002.02.2018 CA	7.06
	2-061-102-144	PR Batch 00002.02.2018 State Income Tax	PR Batch 00002.02.2018 Sta	7.04
Total for this ACH Check for Vendor 10087:				14.10
ACH	10094	U.S. Treasury	02/08/2018	
	23958688	PR Batch 00002.02.2018 FICA Employee Portion	PR Batch 00002.02.2018 FI	43.78
	23958688	PR Batch 00002.02.2018 FICA Employer Portion	PR Batch 00002.02.2018 FI	43.78
	23958688	PR Batch 00002.02.2018 Medicare Employee Portion	PR Batch 00002.02.2018 Me	10.24
	23958688	PR Batch 00002.02.2018 Medicare Employer Portion	PR Batch 00002.02.2018 Me	10.24
	23958688	PR Batch 00002.02.2018 Federal Income Tax	PR Batch 00002.02.2018 Fe	33.93
Total for this ACH Check for Vendor 10094:				141.97
7303	UB*02817	Breeanna Garcia	02/08/2018	
		Refund Check		156.23
Total for Check Number 7303:				156.23
7304	UB*02819	Bruce & Sharon Knight	02/08/2018	
		Refund Check		65.54
		Refund Check		20.95
		Refund Check		10.04
		Refund Check		7.20
Total for Check Number 7304:				103.73
7305	UB*02820	Michelle C Phillips	02/08/2018	
		Refund Check		262.97
		Refund Check		7.46
		Refund Check		3.57
		Refund Check		2.56
Total for Check Number 7305:				276.56
7306	UB*02818	Daisy Walling	02/08/2018	
		Refund Check		32.62
		Refund Check		66.02
		Refund Check		31.64
		Refund Check		22.70
Total for Check Number 7306:				152.98
7307	10001	Action True Value Hardware	02/08/2018	
	46483	(1) 10' x 100' Plastic Roll - Cover Well Roofs		54.94
	46483	(1) Bucket/Wire Brush/Baking Soda - Clean Lower Gate Motor		6.76
	46483	(1) Tape Measure - Unit 13		13.99
	46483	Shop Towels/Paint Markers/Tape - Supplies for Unit 16		27.32
	46483	(4) Keys/Key Rings for Office		10.26
	46483	(1) Screwdriver - Tools for Unit 20		10.76
	46483	Nuts/Bolts/Washers/White Spray Paint - Unit 17		15.43
	46490	(2) Carpenter Pencils - Supplies for Well 24		0.84
	46490	(1) Screwdriver - Tools for Unit 11		10.76
	46490	(2) Caps to Cap Off PVC Line in Canyon		1.49
	46490	Brass Hose Menders for Repairs at Cherry		14.53
	46490	(10) Wood Stakes - Utility Box Markings in Canyon		10.66
	46490	Fittings/Couplers/PVC Glue/Primer - Main Office Landscape		20.88
	46490	Elbows/Caps/Tees/Adapters/Couplers - Main Office Landscape		30.64
	46490	(10) Keys - Staff Storage Keys		21.44
	46564	(2) Gallons of Chlorine - 8th St Job		10.52
	46564	(12) Keys - Staff Storage Keys		25.73
Total for Check Number 7307:				286.95

7308	10272	Babcock Laboratories Inc	02/08/2018	
	BA80348-0034	(2) Coliforms Well 4A Raw Well 5 Raw		80.00
	BA80753-0034	(3) Nitrate Samples Well 16 Well 21 Well 23		45.00
	BA80755-0034	(2) Nitrate Samples Cherry & Vineyard Reservoirs		30.00
	BA80806-0034	(12) Coliforms B7- B8 B9 B10 B11B12 H2 I1 I3 M2 M3 N2		480.00
	BA81476-0034	(2) Coliforms Well 13 Well 21		80.00
	BA81477-0034	(12) Coliforms B1-B2 B3 B4 B5 B6 B10 H1 I1 I2 M1 N3		480.00
	BA81484-0034	(8) Well 29 and Well 22 Title 22 Samples		1,128.00
	BA81979-0034	(2) Well 18 Well 24 Title 22 Samples		700.00
	BA82110-0034	(12) Coliforms B7- B8 B9 B10 B11 B12 H1 H2 I1 I3 M3 N4		480.00
Total for Check Number 7308:				3,503.00
7309	10271	Beaumont Ace Home Center	02/08/2018	
	JAN2018	(2) Doug Fir 2 x 4 x 8 - New Work Bench Well 24		8.46
	JAN2018	Couplings/Nipples/Caps - Landscaping Main Office		20.01
	JAN2018	Adapters/Plugs/Nipples/Couplings - Landscaping Main Office		27.37
	JAN2018	(1) Fiberglass Rake - Field Tools		16.16
	JAN2018	(1) Nylon Rope for the Pull Saw		9.68
	JAN2018	Screws/Latch for Bin Locks		39.86
	JAN2018	(1) 6" 14T Sawzall Blade - Tools for Unit 4		15.61
	JAN2018	Cord/Duct Tape/Hook - Supplies for Unit 4		38.20
	JAN2018	PVC Caps/Plugs/Nipples/Staples - Landscaping Main Office		22.71
	JAN2018	(1) FIP Ball Valve for Chlorinator - Well 6		17.23
	JAN2018	PVC Nipples/Couplers/Ells - Landscaping Main Office		12.32
	JAN2018	(1) 12" Adjustable Wrench - Tools for Unit 11		25.85
	JAN2018	Check Valves/Bushings for Chlorine Line - Well 23		18.30
	JAN2018	Staples - Landscaping Main Office		10.76
	JAN2018	Bolts/Nuts/Washers/Lockwings for Bench Vise - Well 23		9.73
	JAN2018	(5) Bags 90lb Concrete - Main Repairs 528 5th St		21.50
	JAN2018	Couplings/Tees for Sprinklers - Landscaping Main Office		5.40
	JAN2018	(1) 2 Gallon Poly Sprayer - Field Supplies		23.69
	JAN2018	(1) 24oz Simple Green - Clean Up 9160 Oak Creek		7.32
	JAN2018	PVC Pipe/Couplings - Repairs 9160 Oak Creek		27.53
	JAN2018	Flex Wire and Lighter Refill - Welder		27.78
	JAN2018	Replace Fan Belt on Swamp Cooler - Well 23		9.69
	JAN2018	(2) Raincoats/Gloves - Field Employees		60.31
	JAN2018	(1) Rain Gear - Field Employees		70.03
	JAN2018	(1) Rain Gear - Field Employees		31.24
	JAN2018	Shovel Holder - Unit 17		38.75
	JAN2018	(12) Keys and Key Rings - Field Staff		40.86
	JAN2018	Staples for Fence Repair - NCR I		17.23
	JAN2018	(3) 12Qt Hvy Duty Rubber Pails - Unit 16 and Stock		51.69
	JAN2018	(1) Spare Key - Main Office Generator		1.71
	JAN2018	(1) Hand Pump for Meters		38.78
	JAN2018	(1) Spare Key - Wells		6.85
	JAN2018	(1) 2 Gallon Jug - Unit 10		16.69
	JAN2018	Screws/Nuts/Tarp/Straps - Dump Trailer		53.55
Total for Check Number 7309:				842.85
7310	10019	C R & R Incorporated	02/08/2018	
	0089664	Monthly Charges 3 YD Commercial Bin Feb 2018		254.38
Total for Check Number 7310:				254.38
7311	10614	Cherry Valley Automotive	02/08/2018	
	21490	Labor - Replace Housing/Ignition Switch OD 150,769 - Unit 11		400.00
	21490	Labor - Oil Change OD 150,769 - Unit 11		20.00
	21490	Replace Housing/Ignition Switch OD 150,769 - Unit 11		217.23
	21490	Oil/Filter Change OD 150,769 - Unit 11		44.36
	21534	Labor - Replace Front Brakes OD 175,319 - Unit 22		140.00
	21534	Replace Front Brakes/Rotors OD 175,319 - Unit 22		193.93
Total for Check Number 7311:				1,015.52

7312	10351 T1-0037188	Cherry Valley Nursery & Landscape Supply Salt River Rock for Landscaping at Main Office	02/08/2018	484.88
Total for Check Number 7312:				484.88
7313	10112 736504 736504	Cla-Val (12) Hours Labor/Travel - Repairs to Pressure Reg Station Repairs to Pressure Reg Station	02/08/2018	1,882.00 3,027.37
Total for Check Number 7313:				4,909.37
7314	10052 0013990 0022812 0022812 0022812 0022812 0124461 4022330 4022330 7023138 7023138 7023138 7023138 8020153 8020153 8020153 8200587 8200587 8200643	Home Depot Credit Services Build New Work Bench - Well 24 (10) 42G 50CT Contractor Bags & WD 40 - Yard Stock (8) Cans Air Spray - 12th & Palm Office (6) Cans Spray Paint - Supplies for Unit 16 (1) Cab Tip Slotted Screwdriver - Tools for Unit 16 Deposit for Lawnmower Repairs (1) Drill Bit Kit - Unit 16 (2) Phone Cases - Standby Call Phone (1) Acid Brush - Field Supplies Rotating Vise - Well 23 Work Bench Copper Cap for Chlorinator Line - Well 24 (1) Replaced Extension Cord - 12th & Palm Office (10) 42G 50CT Contractor Bags & 13G 140CT Trash Bags-Yard Stock Replace Damaged Mailbox- 10215 Avenida Miravilla Adapters/Compression Tees/Pins/Drippers Wood Stakes/Ext Screws - Landscape Main Office (1) Phillips Maxfit 5pc Screwdriver Set - Field Tools Bender Boards - Landscape Main Office	02/08/2018	252.90 292.66 8.45 9.96 4.28 18.95 10.74 27.95 0.61 96.94 0.78 73.24 126.45 32.32 47.49 67.11 5.35 11.66
Total for Check Number 7314:				1,087.84
7315	10429 54428	Legend Pump & Well Service Inc Emergency Repair 800hp Motor at Well 25	02/08/2018	712.00
Total for Check Number 7315:				712.00
7316	10026 505818 RI	McCrometer Inc (2) Repair/Re-test Construction Meters	02/08/2018	1,172.33
Total for Check Number 7316:				1,172.33
7317	10537 18-1331	Joshua McCue DOT Physical - J McCue	02/08/2018	85.00
Total for Check Number 7317:				85.00
7318	10634 020818	Robert Mitchell (16) Truck Washes Feb 2018	02/08/2018	290.00
Total for Check Number 7318:				290.00
7319	10350 37277 37277 37410 37806 37880 38049 40304	NAPA Auto Parts (2) Plug Adapters - Light Tower & Arrow Board Disposable Gloves - Supplies for Unit 5 (2) Batteries- Lower Canyon Gate Wiper Blades- Unit 5 Wiper Blades - Unit 16 Wiper Blades - Unit 3 (6) Cans 16oz Under Coating for 8th St Job	02/08/2018	54.93 18.31 95.72 13.99 12.91 31.23 30.64
Total for Check Number 7319:				257.73

7320	10056 W43227	RDO Equipment Co. Trust# 80-5800 Labor/Travel - Repair Electrical Wire on JD Backhoe	02/08/2018	476.65
Total for Check Number 7320:				476.65
7321	10290 18-00158	San Gorgonio Pass Water Agency 1,145 AF @ \$317 for Jan 2018	02/08/2018	362,965.00
Total for Check Number 7321:				362,965.00
7322	10031 3365404469 3365404469 3365404469 3365404469 3365404469 3366697312 3366697312 3366697313	Staples Business Advantage (1) 3-Tab 50CT Heavy Weight Folders - Main Office Stock (1) Cork Board - Main Office (2) 4Pk 5-Tab Dividers - Main Office Stock (3) Cases Copy Paper 8-1/2" x 11" - Main Office Stock (2) Boxes Extension Folders - Main Office Stock (4) 2Pk Febreze Air - Main Office Stock (2) 12Pk Legal Storage Boxes - Main Office Stock (1) Dozen Highlighters - Main Office Stock (1) Box of 200 Recycling Liners - Main Office Stock	02/08/2018	19.60 32.31 12.91 93.71 130.79 24.09 160.10 6.99 76.49
Total for Check Number 7322:				556.99
7323	10255 0355811-IN 0355812-IN	Unlimited Services Building Maintenance Feb 2018 Janitorial Services Feb 2018 Janitorial Services	02/08/2018	150.00 845.00
Total for Check Number 7323:				995.00
7324	10116 9800717664 9800717664	Verizon Wireless Services LLC Cell Phone Charges for Jan 2018 iPad Charges for Jan 2018	02/08/2018	95.12 120.03
Total for Check Number 7324:				215.15
7325	10421 71706088 71706088	Vulcan Materials Company Temp Asphalt 12.5 Tons - Maint/Repairs Pipelines Temp Asphalt 12.5 Tons - Meter Maint	02/08/2018	1,280.90 1,280.89
Total for Check Number 7325:				2,561.79
7326	10385 5400940	Waterline Technologies, Inc. - PSOC (900) Gallons - Somium Hypochlorite	02/08/2018	1,044.00
Total for Check Number 7326:				1,044.00
7327	10651 6325	Weldors Supply and Steel Strips/Tubing/Rolled Bar for Gate Repair - Hannon Tank	02/08/2018	28.85
Total for Check Number 7327:				28.85
Total for 2/8/2018:				431,224.52
7328	10287 10034	Bank of the West US Postal Service	02/09/2018 02/09/2018	
		(5) Rolls 100Ct Postage Stamps		245.00
	10037	Waste Management Of Inland Empire Yard Dumpsters 815 E 12th Jan 2018 Monthly Sanitation 560 Magnolia Jan 2018	02/09/2018	258.30 94.80
	10135	Big Time Design (12) Employee Work Shirts - Uniforms (12) Employee Work Pants - Uniforms (3) Employee Work Vests - Uniforms	02/09/2018	252.14 284.46 80.81
	10147	Online Information Services, Inc 169 Credit Reports for Dec 2017	02/09/2018	486.30
	10153	Brown and Caldwell Accounting Tech Position - BC Water Jobs	02/09/2018	200.00

10220		Calolympic Safety	02/09/2018	
		(8) Pairs of Safety Goggles		83.79
		(5) Boxes of Earplugs - Safety		136.18
10277		Rio Stone Building Materials	02/09/2018	
		Weed Barrier 6' x 300" Cloth - Main Office Landscape		88.25
10303		Grainger Inc	02/09/2018	
		(4) Tilt Float Switches - Well 24		242.52
10318		Dell Marketing LP	02/09/2018	
		2-YR Hardware Maintenance Renewal 02/2018-02/2020		2,543.20
10424		Top-Line Industrial Supply, LLC	02/09/2018	
		Hex Bushings/Hole Strainer for Water Pump		183.48
		Adapter/Crimp Fitting/Hose/Cleaners for Repairs - JD Dozer		168.83
		(1) Tire Repair Kit - Unit 16		90.84
		(1) 14" Pipe Wrench - Tools for Unit 18		109.34
10442		CareerTrack	02/09/2018	
		Annual Training Subscription - D Jagers		199.00
10526		Verizon	02/09/2018	
		Monthly Phone Service 12/01-12/31/17		957.06
		Monthly Phone Service 01/01-01/31/18		802.56
10541		Full Source, LLC	02/09/2018	
		Sales Use Tax - Safety Hats		-5.11
		(6) Orange Safety Hard Hats		84.04
10546		Frontier Communications	02/09/2018	
		01/10-02/09/18 Jan FIOS/FAX 12th/Palm		306.94
		12/25-01/24/18 Jan FIOS/FAX 560 Magnolia		279.71
10623		WP Engine	02/09/2018	
		Web Host for BCVWD Website Jan 2018		29.00
10667		Geotrust, Inc	02/09/2018	
		Annual Certificate for Web Server/Scada/Exchange 2018		1,049.00
Total for Check Number 7328:				9,250.44
Total for 2/9/2018:				9,250.44
7329	10244	Fiserv Inc	02/15/2018	
	48034	Fiserv NSF 048034-000		69.53
Total for Check Number 7329:				69.53
7330	10562	Lorena Gonzales	02/15/2018	
	021018	Reim Purchase of Plants for Main Office Lobby		55.94
	021218	Meal/Mileage Reimbursement HR Law 02/12/2018 - L Gonzales		39.93
Total for Check Number 7330:				95.87
7331	10337	Hilltop Geotechnical, Inc	02/15/2018	
	16300	Observation & Testing Services - 8th St Capital Reserve Rplcmnt		1,068.90
Total for Check Number 7331:				1,068.90
7332	10465	Image Source	02/15/2018	
	AR688891	Xerox 3610 Contract Charges 12/01-12/31/2017		59.26
	AR688891	Xerox 3610 Usage Charges 11/01-11/30/2017		593.09
	AR713547	Xerox 3610 Contract Charges 02/01-02/28/2018		59.26
	AR713547	Xerox 3610 Usage Charges 01/01-01-31/2018		656.49
Total for Check Number 7332:				1,368.10
7333	10398	Infosend, Inc	02/15/2018	
	131452	Jan 2018 Postage Charges for Utility Billing		3,107.62
	131452	Jan 2018 Billing Charges for Utility Billing		643.89
	131452	Jan 2018 Supply Charges for Utility Billing		553.19
	132077	Jan 2018 Postage Charges for Utility Billing		893.31
	132077	Jan 2018 Billing Charges for Utility Billing		205.68
	132077	Jan 2018 Supply Charges for Utility Billing		171.05
Total for Check Number 7333:				5,574.74

7334	10429	Legend Pump & Well Service Inc	02/15/2018	
	54542	Pumping Unit Repairs for Well 6 - Board Approved Contract		20,545.00
	54542	Wire Brush Well/Fabricate Brush-Well 6 - Board Approved Contract		3,880.00
	54542	Water Lube Assy/Couplings-Well 6 - Board Approved Contract		579.60
	54542	Rebuild 7 Stage Bowl Assy-Well 6 - Board Approved Contract		3,850.00
	54542	Replace Line Shafts/Couplings-Well 6 - Board Approved Contract		852.00
	54542	Replace SS Head Shafts-Well 6 - Board Approved Contract		617.00
	54542	Replace 22 Rubber Bearings-Well 6 - Board Approved Contract		651.20
	54542	Disassemble Top Gear/Machine-Well 6 - Board Approved Contract		784.00
	54542	(1) Treaded 308 SS 5" Cone-Well 6 - Board Approved Contract		688.00
	54553	Furnish/Install Motor Savor for Well 6 - Board Approved Contract		1,640.00
	54553	Supply 1-MI 301 Go Remote for Well 6 - Board Approved Contract		577.50
Total for Check Number 7334:				34,664.30
7335	10664	Mile High Sports & Equipment Inc	02/15/2018	
	50503	(1) 600 Gallon Water Trailer w/Rear Sprayers		7,510.18
Total for Check Number 7335:				7,510.18
7336	10223	Richards, Watson & Gershon	02/15/2018	
	215242	Legal Services Dec 2017 Board Approval 02.14.18		9,226.72
Total for Check Number 7336:				9,226.72
7337	10668	Thomas Harder & Co	02/15/2018	
	No 1	Project Coordination - Well 1A Re-drill		573.55
	No 1	Project Coordination - Well 2A Re-drill		573.55
	No 1	Well Survey Services - Well 1A Re-drill		460.62
	No 1	Well Survey Services - Well 2A Re-drill		460.63
	No 1	Preparation of Well Drilling Specs - Well 1A Re-drill		2,571.25
	No 1	Preparation of Well Drilling Specs - Well 2A Re-drill		2,571.25
Total for Check Number 7337:				7,210.85
7338	10293	Western Dental Services Inc	02/15/2018	
	77534	Western Dental Premiums Feb 2018		183.89
Total for Check Number 7338:				183.89
7339	UB*02825	Mohammad Ahsan	02/15/2018	
		Refund Check		58.11
		Refund Check		70.40
		Refund Check		33.73
		Refund Check		24.20
Total for Check Number 7339:				186.44
7340	UB*02826	Valerie Bradic	02/15/2018	
		Refund Check		27.67
		Refund Check		69.72
		Refund Check		80.49
		Refund Check		38.56
Total for Check Number 7340:				216.44
7341	UB*02832	Vera Campbell	02/15/2018	
		Refund Check		87.84
		Refund Check		88.95
		Refund Check		42.63
		Refund Check		30.58
Total for Check Number 7341:				250.00
7342	UB*02695	Johnny Cannon	02/15/2018	
	02695	Refund Check Reissue 6903		24.27
	02695	Refund Check Reissue 6903		17.42
	02695	Refund Check Reissue 6903		84.53
	02695	Refund Check Reissue 6903		50.66
Total for Check Number 7342:				176.88

7343	UB*02704	Ann Cardenaz	02/15/2018	
	02704	Refund Check Reissue 6952		11.13
	02704	Refund Check Reissue 6952		24.69
	02704	Refund Check Reissue 6952		11.83
	02704	Refund Check Reissue 6952		8.49
Total for Check Number 7343:				56.14
7344	UB*02827	David Carter	02/15/2018	
		Refund Check		103.93
Total for Check Number 7344:				103.93
7345	UB*02830	Doty Bros Construction	02/15/2018	
		Refund Check		111.71
		Refund Check		389.31
		Refund Check		1,128.52
		Refund Check		155.73
Total for Check Number 7345:				1,785.27
7346	UB*02824	Luisa Eguez	02/15/2018	
		Refund Check		209.85
		Refund Check		11.19
		Refund Check		5.35
		Refund Check		3.85
Total for Check Number 7346:				230.24
7347	UB*02823	Susanne Espinosa	02/15/2018	
		Refund Check		12.31
		Refund Check		163.98
Total for Check Number 7347:				176.29
7348	UB*02822	Hardy & Harper Inc	02/15/2018	
		Refund Check		192.60
Total for Check Number 7348:				192.60
7349	UB*02829	Lozano's Drywall	02/15/2018	
		Refund Check		5.97
Total for Check Number 7349:				5.97
7350	UB*02821	Denise Perez	02/15/2018	
		Refund Check		70.37
Total for Check Number 7350:				70.37
7351	UB*02831	Pearl Silva	02/15/2018	
		Refund Check		146.00
Total for Check Number 7351:				146.00
7352	UB*02828	Peter Sterling	02/15/2018	
		Refund Check		100.53
Total for Check Number 7352:				100.53
Total for 2/15/2018:				70,670.18
Report Total (108 checks):				715,606.10

21289		Gear Oil for Rear Differential Service OD 99,393 - Unit 16		86.16
21299		Labor - Oil Change OD 168,523 - Unit 2		20.00
21299		Oil Change OD 168,523 - Unit 2		27.53
21299		Diagnostics CEL OD 168,523 - Unit 2		100.00
21299		Replace Temperature Sensor OD 168,523 - Unit 2		33.84
21300		Labor - Replace Door Handle OD 175,318 - Unit 22		100.00
21300		Replace Door Handle OD 175,318 - Unit 22		62.45
21491		Labor - Front and Rear Brakes OD 142,374 - Unit 13		280.00
21491		Replace Front and Rear Brakes OD 142,374 - Unit 13		323.23
Total for Check Number 7264:				1,446.00
7265	10351	Cherry Valley Nursery & Landscape Supply	02/01/2018	
	T1-0036550	Main Office Landscape Maintenance		232.74
Total for Check Number 7265:				232.74
7266	10618	E & M Electric and Machinery	02/01/2018	
	314221	SCADA 2017 Upgrade - SCADA Phase I Project		795.00
	314221	SCADA 2017 Upgrade - SCADA Phase I Project		4,680.00
Total for Check Number 7266:				5,475.00
7267	10666	Augustine Garcia	02/01/2018	
	011318	Refund for Incomplete Annexation Project 03/2007		1,500.00
Total for Check Number 7267:				1,500.00
7268	10562	Lorena Gonzales	02/01/2018	
	28777	Reim- Certified Postage for UB Summons		7.83
	9610542	Reim- Purchase Laser Pointer - D Jagers		53.86
Total for Check Number 7268:				61.69
7269	10665	Lautzenhisner's Stationary	02/01/2018	
	12082	(500) Sheets Permanent Record Paper		305.64
Total for Check Number 7269:				305.64
7270	10281	Luther's Truck and Equipment	02/01/2018	
	40624	Labor - Diagnostic on Check Engine Light OD 62,265 - Unit 8		409.50
	40624	Replace #3 & #4 Injectors OD 62,265 - Unit 8		1,289.51
	40624	Replace Valve Gaskets OD 62,265 - Unit 8		426.52
Total for Check Number 7270:				2,125.53
7271	10026	McCrometer Inc	02/01/2018	
	505058RI	(5) New 4" Construction Meters		6,525.00
Total for Check Number 7271:				6,525.00
7272	10278	MetLife - Group Benefits	02/01/2018	
	KM05754034 Feb	MetLife Dental Ins Feb 2018		546.83
	KM05754034 Feb	MetLife Vision Ins Feb 2018		58.12
Total for Check Number 7272:				604.95
7273	10634	Robert Mitchell	02/01/2018	
	01302018	(13) Truck Washes Jan 2018		215.00
Total for Check Number 7273:				215.00
7274	10078	Northrop Grumman Systems Corp	02/01/2018	
	25715	Annual Route Manager Software Maint/Phone Support 2018		1,135.00
Total for Check Number 7274:				1,135.00



**Beaumont-Cherry Valley Water District
Board of Directors Meeting
March 14, 2018**

Item 2e

STAFF REPORT

TO: Board of Directors
FROM: Dan Jagers, General Manager
SUBJECT: Approval of Pending Invoices

A handwritten signature in blue ink, appearing to read "DJ", is written over a horizontal line.

Staff Recommendation

Approve the pending invoices totaling \$18,015.96

Background

Staff has reviewed the pending invoices and found the services rendered were acceptable to the District.

Fiscal Impact

There is a \$18,015.96 impact to the District which will be paid from the 2018 budget.

Attachment(s)

- Richards Watson Gershon Invoice # 215338
- Richards Watson Gershon Invoice # 215770.
- Richards Watson Gershon Invoice # 215771.



T 213.626.8484
F 213.626.0078
Fed. I.D. No. 95-3292015

355 South Grand Avenue
40th Floor
Los Angeles, CA 90071-3101

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DAN JAGGERS, GENERAL MANAGER
Beaumont- Cherry Valley Water District
560 Magnolia Avenue
Beaumont, Ca 92223-2258

January 16, 2018
Invoice # 215338

Re: [REDACTED]

For professional services rendered through December 31, 2017:

Current Legal Fees.....	\$7,195.60
Current Client Costs Advanced	<u>\$0.00</u>
TOTAL CURRENT FEES AND COSTS.....	<u>\$7,195.60</u>

TERMS: PAYMENT DUE UPON RECEIPT

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DAN JAGGERS, GENERAL MANAGER
Beaumont- Cherry Valley Water District
560 Magnolia Avenue
Beaumont, Ca 92223-2258

February 16, 2018
Invoice # 215770

Re: [REDACTED] GENERAL COUNSEL SERVICES

For professional services rendered through January 31, 2018:

Current Legal Fees	\$8,489.75
Current Client Costs Advanced	<u>\$111.06</u>
TOTAL CURRENT FEES AND COSTS	<u>\$8,600.81</u>
Balance Due From Previous Statement.....	\$9,226.72
TOTAL BALANCE DUE FOR THIS MATTER	<u>\$17,827.53</u>

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DAN JAGGERS, GENERAL MANAGER
Beaumont- Cherry Valley Water District
560 Magnolia Avenue
Beaumont, Ca 92223-2258

February 16, 2018
Invoice # 215771

Re: [REDACTED]

For professional services rendered through January 31, 2018:

Current Legal Fees.....	\$2,186.40
Current Client Costs Advanced	<u>\$33.15</u>
TOTAL CURRENT FEES AND COSTS.....	<u>\$2,219.55</u>
Balance Due From Previous Statement	\$7,195.60
TOTAL BALANCE DUE FOR THIS MATTER.....	<u>\$9,415.15</u>

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Los Angeles, CA 90071-3101



**BEAUMONT-CHERRY VALLEY WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
560 Magnolia Avenue, Beaumont, CA 92223
Wednesday, February 14, 2018
7:00 p.m.**

Call to Order: President Covington

President Covington began the meeting at 7:04 p.m.

Pledge of Allegiance: Director Hoffman

Director Hoffman led the pledge.

Invocation: Director Diaz

Director Diaz gave the invocation.

Roll Call:

Directors present:	President Covington Directors Diaz, Hoffman, Slawson
Directors absent:	Director Ramirez
Staff present:	General Manager Dan Jagers, Director of Finance and Administrative Services Yolanda Rodriguez, Senior Finance and Administrative Analyst William Clayton, Temporary Administrative Assistant Lynda Kerney
Legal counsel:	James Markman

Public Comment: None.

ACTION ITEMS

1. Adjustments to the Agenda: None.

2. Consent Calendar:

The following Consent Calendar items were approved with one motion:

- a. December 2017 Budget Variance Report
- b. December 31, 2017 Cash/Investment Balance Report
- c. December 2017 Cash Flow Report
- d. January 2018 Check Register
- e. January 2018 Invoices Pending Approval
- f. Receive and file letter from auditor outlining the Planned Scope and Timing of the Audit for Fiscal Year Ended December 31, 2017, pursuant to Statements on Auditing Standards No. 114 (SAS 114)
- g. Minutes of the Regular Meeting of January 10, 2018

MOVED: Slawson	SECONDED: Diaz	APPROVED 4-0
AYES:	Covington, Diaz, Hoffman, Slawson	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

3. 2018-2027 10-Year Capital Improvement Plan

General Manager Jagers reminded the Board that the draft CIP was introduced at the Engineering Workshop on Feb. 1. He presented a PowerPoint and detailed the content of the CIP document.

He explained the nature of CIP projects: non-recurring costs that generally exceed \$5,000 and have a useful life of at least two years. Most have a cost of greater than \$1 million and a useful life of 10 and 50 years. Mr. Jagers explained the ten-year Plan summary, including more than \$200 million in infrastructure projects, IT and administrative projects, and vehicle and equipment purchases.

Mr. Jagers noted that although a project may be listed in the CIP, no project may be awarded without proper vetting and Board approval. Staff will adhere to the District's Purchasing Policy.

He requested the Board accept the first year of the Capital Improvement Plan as the adopted capital budget for 2018.

President Covington asked about coordination on projects with the City of Beaumont. Mr. Jagers explained there are some City activities that could impact existing BCVWD facilities, and it would be beneficial to partner on these projects, such as grade separations. President Covington indicated that costs and potential funding may be shared so the burden is not entirely on the District. Jagers also pointed out recycled water projects in conjunction with the City.

In response to Director Diaz, Mr. Jagers indicated recycled water may be available in the near future and explained some hurdles.

General Manager Jagers continued, noting that it is important to finish the facility fee study. Discussions continue with the City of Beaumont for recycled water. Regional solutions are being explored. The District must continue to procure as much State Project Water as possible, he said.

Not budgeted are annual maintenance costs, Mr. Jagers stated.

President Covington noted the CIP that was approved in March 2017 totaled \$138 million. This year it has increased to \$201 million. Mr. Jagers pointed out that the 2017 Plan did not include the recycled water components and the pipeline project, but these have moved forward this year. President Covington inquired about work planned on wells between 2017 and 2020, as some price tags are over \$6 million. Jagers explained the costs include a 30 percent contingency, soft costs such as design, and more. He expects the District will enjoy some savings, particularly as costs of well drilling have declined. Costs will continue to be refined.

President Covington also pointed out the potable pipeline replacement project approved last year listed some facilities likely more than 100 years old, but they have been pushed to 2028. Mr. Jagers explained that priority has been given to facilities where leakage and issues have occurred, and adjustments were made to balance costs. The master plan will continue to be reassessed.

President Covington indicated support for the purchase of replacement vehicles, noting the age of some of the fleet.

Director Diaz asked about project funding. General Manager Jagers listed sources such as facilities fees from new development, capital replacement, front footage fees and other sources. He noted there will be some factors that will need to be addressed in a rate study. President Covington added that the District should try to garner funding through Proposition 1 funds.

The Board approved the 2018 Capital Improvement Budget and 10-Year Capital Improvement Plan.

MOVED: Slawson	SECONDED: Hoffman	APPROVED 4-0
AYES:	Covington, Diaz, Hoffman, Slawson	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

4. Substance Abuse Policy

- a. **Consideration of Resolution 2018-02 Amending the District's Policies and Procedures Manual Part I, Section 48: Substance Abuse**
- b. **Consideration of Resolution 2018-03 adding Addendum No. 1 to the 2018 – 2021 Memorandum of Understanding Between the BCVWD Employee Association and the District**

General Manager Jagers advised that legal counsel has made some updates to the policy to bring it current with the law. At the December meeting, the Board identified that they would like the MOU to reference the policy, and that is presented as an addendum.

The policy has been vetted with the Personnel Committee and with legal counsel, and discussed with staff.

President Covington confirmed for Director Diaz that the Personnel Committee had been included.

Director Hoffman moved approval of items 4a and 4b. The Board approved Resolutions 2018-02 and 2018-03 with one motion.

MOVED: Hoffman	SECONDED: Diaz	APPROVED 4-0
AYES:	Covington, Diaz, Hoffman, Slawson	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

5. Discussion regarding Encroachment Permit Request from the City of Beaumont for Extension of Brine Line Facilities in the Heartland Area within a BCVWD Easement

Mr. Jagers explained the situation of an easement over City-owned property and the City's extension of the brine line in the area west of the Potrero Road bridge. The City has requested to place brine line facilities within the District's easement. Such an encroachment permit is authorized by District policy, with the approval of the General Manager and assurance that District facilities are protected.

The District is working with the City to get recycled water and it is the belief of the General Manager that it is possible to provide this encroachment permit. This item is for information only; the permit is within the discretion of the GM.

President Covington indicated support but warned against getting ahead of the curve in incurring any costs to the district. Director Hoffman asked for reassurance that the District is not giving up anything that may be needed in the future. Mr. Jagers assured there is space available in the easement and added that the District will be needing space in city easements in the future. Directors Slawson and Diaz commended the spirit of cooperation.

6. Riverside Local Agency Formation Commission (LAFCO) Call for Nominations for a Special District Member (Western) and a Special District Member of the Countywide Redevelopment Oversight Board

Ms. Lynda Kerney explained the two separate nomination requests from LAFCO. Counsel Markman added an explanation of the duties of the Commission.

Nomination

President Covington nominated Director Hoffman to stand for election as the Riverside County Local Agency Formation Commission Special District Member (Western). The nomination was seconded by Director Diaz. The nomination was approved.

NOMINATED BY: Covington	SECONDED: Diaz	APPROVED 4-0
AYES:	Covington, Diaz, Hoffman, Slawson	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

Approval

Director Diaz moved to approve the nomination of Director Hoffman. Director Slawson seconded the motion.

MOVED: Diaz	SECONDED: Slawson	APPROVED 4-0
AYES:	Covington, Diaz, Hoffman, Slawson	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

There was no nomination for the Riverside County Redevelopment Agency Oversight Board.

7. Reports For Discussion

- a. Ad Hoc Committees: Director Slawson noted he attended the last meeting of the San Gorgonio Pass Regional Water Alliance and stated that General Manager Jagers gave an excellent presentation.
- b. General Manager:

Mr. Jagers reported that the Grand Avenue Project is moving forward. The Substance Abuse Policy has been updated. He has been working with the City on the recycled water project and there is positive movement. Well 6 is up to about 250 gallons per minute, a report will come back to the Board on what was spent. Phase 1 and 2 recharge facilities are being utilized. Director of Operations Tony Lara will be crafting a letter to the SGPWA to bring some items to their attention to avoid issues in the future. The SCADA system is improved including remote access for standby crew. Water deliveries in December were 1,198 acre-feet. The system is being analyzed for leaks and trouble areas are being targeted.
- c. Directors' Reports:

Director Diaz stated that she liked the direction the District is taking.

Director Hoffman reminded the Board that in 2017 excess water was purchased from the San Gorgonio Pass Water Agency, which was used for recharge. This impacted the 2017 budget, but he believes it was justified. He also noted that due to realignment of investments, the District is now earning a better return.
- d. Legal Counsel Report: None.

8. Announcements

President Covington read the following announcements:

- District Offices will be closed Monday, February 19, 2018 in observance of Presidents' Day.
- Finance and Audit Committee meeting: March 1, 2018 at 3:00 p.m.
- San Gorgonio Pass Water Agency Rate Study Preliminary Public Meeting: March 1, 2018 at 6:00 p.m.
- Collaborative Agencies Committee meeting: March 7, 2018 at 5:00 p.m.
- Regular Board meeting: March 14, 2018 at 7:00 p.m.
- Personnel Committee meeting: March 26, 2018 at 5:30 p.m.

- Beaumont Basin Watermaster meeting: March 28, 2018 at 10:00 a.m.
- Engineering Workshop: April 5, 2018 at 7:00 p.m.

9. Action List for Future Meetings

- Proposition 1 Bond Opportunities

10. Recessed to Closed Session: 8:12 p.m.

- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9

Name of case: San Gorgonio Pass Water Agency v.
Beaumont Basin Watermaster, Riverside County Superior
Court No. RIC 1716346

- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9

Name of case: Charles Peters dba Pioneer Mobile Village
vs. Beaumont-Cherry Valley Water District, Riverside
County Superior Court No. RIC 1707116

- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54947
Title: General Manager

Reconvene in Open Session: 8:22 p.m.

Report on Action Taken During Closed Session:

There was no reportable action taken.

11. Adjournment

President Covington adjourned the meeting at 8:23 p.m.

ATTEST:

Director John Covington, President
to the Board of Directors of the
Beaumont-Cherry Valley Water District

Director Claudeen C. Diaz, Secretary
to the Board of Directors of the
Beaumont-Cherry Valley Water District




**Beaumont-Cherry Valley Water District
Regular Board Meeting
March 14, 2018**

Item 3

STAFF REPORT

TO: Board of Directors

FROM: Dan Jagers, General Manager 

SUBJECT: Consideration of Acceptance of Reimbursement from the Association of California Water Agencies Joint Powers Insurance Authority (JPIA) Rate Stabilization Fund

Staff Recommendation

Accept the reimbursement check from the Joint Powers Insurance Authority (JPIA).

Background

JPIA Executive Committee member Melody McDonald will be attend the March 14, 2018 Board of Directors meeting to present the Beaumont-Cherry Valley Water District with a reimbursement check from the agency's Rate Stabilization Fund. The reimbursement is made possible by the District's implementation of sound risk management, policy and procedures, and safety practices.

The JPIA is a public entity formed in 1979 by the water agencies of the state of California. Like its members, the JPIA is a special district in the state of California. Its formation and operation are subject to the provisions of the California Government Code, including the Brown Act. It provides risk-sharing pools to meet the needs of its members for property, liability, workers' compensation, and employee benefits coverage.

The JPIA is a partnership of water agencies working together to share the risks associated with purveying water. The risk-sharing pools of the JPIA are a cost-effective form of risk management available only to public entities, allowing them to bypass the high cost of commercial insurance.

The JPIA is not an insurance agency or carrier. There is no profit margin, and no sales commissions. Any excess funds, as well as investment income, for a given coverage year are returned to the member agencies instead of being retained as profit. Historically, commercial insurers have entered and left the public entity insurance market like a revolving door, seeking only market share and profit. The JPIA provides a secure, stable and highly cost-effective alternative for protecting the assets, liabilities and employees of public water agencies.

Fiscal Impact

The reimbursement is positive cash flow, reducing the liability cost to the ratepayers by the amount of the JPIA check.



**Beaumont-Cherry Valley Water District
Regular Board Meeting
March 14, 2018**

Item 4

STAFF REPORT

TO: Board of Directors

FROM: Dan Jagers, General Manager TJW

SUBJECT: **PUBLIC HEARING: Consideration of Resolution 2018-____: Update of BCVWD Regulations Governing Water Service – Part 5 – Charges for water meter installation**

Staff Recommendation

- a. Conduct Public Hearing
- b. Adopt Resolution 2018-____, superceding Resolution 2015-06 and amending Part 5 of the District's Rules and Regulations Governing Water Service Rates, Fees and Charges

Background

District staff has identified that meter installation fees set forth in the District's Regulations Governing Water Service Part 5 – Charges do not allow the District to adequately recover costs associated with water service and fire service installations.

The last update to the District's Rules and Regulations Governing Water Service Part 5 – Charges was approved by the Board on October 14, 2015 with Resolution 2015-06.

Staff has analyzed current charges and costs, and recommends immediate increased meter installation fees as detailed on Exhibit A to avoid continued loss on each meter installed. Exhibit A (attached) includes a summary of proposed revisions to rates, charges, and fees for water service installations based on increased costs. Vendor prices of meter parts and meter bodies have increased, as have labor costs.

The proposed rates, fees, and changes set forth on Exhibit A reflect the accurate current cost of water meter installations. The change in rates for water meter installations are based on a cost study performed by District staff which includes labor costs; equipment assembly, delivery, and installation; meter materials and equipment component, and administrative costs associated with said items. The cost study also provides for asphalt pavement repair expenses associated with District-installed water service laterals, fire hydrants, and fire services.

Exhibit A includes proposed modifications to the District's Rules and Regulations Governing Water Service Part 5 – Charges necessary to reflect current costs associated with the affected items. If adopted, these charges will become effective on June 1, 2018.

The Notice of Public Hearing was published in accordance with Government Code Section 6062a in the Beaumont Record-Gazette on March 2 and March 9, 2018. Notice was also mailed to the Baldy View Chapter and Riverside County Chapter of the Building Industry Association, per their written requests (Government Code Section 66016).



Fiscal Impact

The proposed fee schedule will eliminate the current imbalance of fees charged to the District's costs.

Attachment(s)

- Resolution No. 2018-_____
- Exhibit A - Summary of Proposed Revisions to BCVWD Regulations Governing Water Service Part 5 - Charges
- Exhibit B - Redline Revisions to BCVWD Regulations Governing Water Service Part 5 – Charges

RESOLUTION 2018-__

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT
AMENDING PART 5 OF THE DISTRICT'S RULES AND REGULATIONS
GOVERNING WATER SERVICE RATES, FEES AND CHARGES**

(Cross-Reference to Resolutions Nos. 2011-06 and 2015-06)

WHEREAS, the Water Code of the State of California Section 31007 requires that the rates and charges collected by the District shall be so fixed as to yield an amount sufficient to pay the operating expenses of the District; and

WHEREAS, the Board of Directors of the Beaumont-Cherry Valley Water District previously set charges for the installation of water meters by approving Resolution 2011-06, superseded by Resolution 2015-06; and

WHEREAS, the Board of Directors has determined that is in the best interest of the District and desires to further amend the District's "Rules and Regulations Governing Water Services Part 5 – Charges" in order to revise certain charges, fees and deposits as shown on Exhibit "A" attached hereto, which specifically revises the recovery cost for Water Service Installation Charges; and

WHEREAS, the special charges established herein reflect the estimated cost of providing the services for which those special charges are levied; and

WHEREAS, the Board of Directors of the Beaumont-Cherry Valley Water District has carefully reviewed Exhibit A, the Proposed Revisions To BCVWD Regulations Governing Water Service Section 5-2; and

WHEREAS, the purpose of this Resolution is to make amendments as shown on Exhibit "B".

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Beaumont-Cherry Valley Water District amends the Regulations Governing Water Service Section 5-2, as detailed in Exhibits A and B attached hereto.

ADOPTED this _____ day of _____, _____.

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Director John Covington, President of the
Board of Directors of the
Beaumont-Cherry Valley Water District

Director Claudeen C. Diaz, Secretary to the
Board of Directors of the
Beaumont-Cherry Valley Water District

EXHIBIT A

SUMMARY OF PROPOSED REVISIONS TO THE WATER SERVICE RATES, FEES AND CHARGES

Proposed Revisions To BCVWD Regulations Governing Water Service Section 5-2

Previous rates (2015) to be replaced with new rates (2018)

Water Service Installation Charge									
Existing Charges - As of October 2015 (Effective 10/14/2015)					2018 Proposed Charges				
METER SIZE	NON -TRACT (Short)	NON -TRACT (Long)	IN-TRACT		METER SIZE	NON -TRACT (Short)	NON -TRACT (Long)	IN-TRACT	
5/8" X 3/4"	\$ 4,564	\$ 7,936	\$ 845		5/8" X 3/4"	\$ 4,783	\$ 8,213	\$ 986	
3/4"	\$ 4,564	\$ 7,936	\$ 845		3/4"	\$ 4,845	\$ 8,159	\$ 1,048	
1"	\$ 4,630	\$ 8,002	\$ 927		1"	\$ 4,862	\$ 8,292	\$ 1,082	
1 1/2"	\$ 5,351	\$ 9,772	\$ 697		1 1/2"	\$ 5,587	\$ 9,503	\$ 784	
2"	\$ 5,548	\$ 9,968	\$ 894		2"	\$ 5,780	\$ 9,580	\$ 977	

EXHIBIT B

REGULATIONS OF GOVERNING WATER SERVICE

PART 5
Page 2 of 9

5-1.2.3 ESTIMATING WATER USAGE – Where the District is unable to read a meter, if meter is damaged or is not operational, the water usage will be determined on the basis of past bi-monthly meter readings or it will be estimated as described below.

- 1) The average meter reading for the four (4) preceding months; or
- 2) An estimate of water delivered based either upon the consumer's prior use during the same season of the year or upon a reasonable comparison with the use of other consumers receiving the same class of service during the same period and under similar circumstances and conditions.

5-1.4 MINIMUM CLOSING BILL – The closing bill will be based upon charges applicable on the date service is discontinued.

5-2 WATER SERVICE INSTALLATION CHARGE – The charges for the installation of a service connection at all locations are determined from time to time by the Board and a schedule of those charges is listed below:

<u>METER SIZE</u>	<u>NON-TRACT</u> <u>(Short Side)</u>	<u>NON-TRACT</u> <u>(Long Side)</u>	<u>IN-TRACT</u>
5/8" X 3/4"	\$2,622		\$335
3/4"	\$2,645		\$357
1"	\$2,692		\$430
1 1/2"	\$3,733		\$847
2"	\$3,830		\$956

<u>METER SIZE</u>	<u>NON-TRACT</u> <u>(Short)</u>	<u>NON-TRACT</u> <u>(Long)</u>	<u>IN-TRACT</u>
5/8" x 3/4"	\$4,783	\$8,213	\$986
3/4"	\$4,845	\$8,159	\$1,048
1"	\$4,862	\$8,292	\$1,082
1 1/2"	\$5,587	\$9,503	\$784
2"	\$5,780	\$9,580	\$977

Larger than 2" meters will be billed on a time and material basis.

Tract installations are lower as water service has previously been installed by developer.

The charge is for physical installation of meter, box, lateral, and appurtenances and is determined from time to time by the Board of directors.

5-2.1 TURN-ON – There is no charge to turn on a service connection for which proper application has been made and approved if the turn-on can be made after 8:00 a.m. and before 3:30 p.m.




**Beaumont-Cherry Valley Water District
Regular Board Meeting
March 14, 2018**

Item 5

STAFF REPORT

TO: Board of Directors
FROM: Dan Jagers, General Manager
SUBJECT: Consideration of Destruction of Certain Obsolete Records in the District's Possession



Staff Recommendation

Authorize the destruction of certain obsolete records as specified in Attachment A.

Background

Over a period of several months in 2017-18, staff compiled an inventory of records located in the vault at the District's Administrative Office. The vault being at capacity, it has become a priority project to address the overstock in three phases:

1. Inventory the contents of the vault
2. Identify and cause to be destroyed any obsolete records
3. Update the Policies and Procedures Manual III, Section 19: Records Retention

The vault inventory was completed in January 2018. This inventory was analyzed and records identified as obsolete were double-checked and cross-referenced with current Records Retention policy, California law, and best practices as recommended by the California Secretary of State.

In accordance with the District's current policy, certain records have been identified as no longer necessary or valuable to the District. Federal and State law allows destruction of these records, and District policy allows the General Manager to take such action. The Administration Department wishes to purge the specified records.

The records proposed for destruction exceed retention levels required by law and by the District's Records Retention policy (Section 19, attached).

Phase 2 of the project is ongoing. The third activity in the project is underway, and staff expects to have a revised policy for presentation to the Board at the April 11, 2018 regular meeting.

Fiscal Impact

Not-to-exceed \$1,000. Costs reflect destruction of approximately 100 boxes of obsolete records to be performed by the Shred-It mobile unit.

Attachment(s)

A – List of Obsolete Records for Destruction
BCVWD Policies and Procedures Manual Part III, Section 19: Records Retention

ATTACHMENT A
LIST OF OBSOLETE RECORDS FOR DESTRUCTION
TO BE DESTROYED MARCH 2018

FINANCE

DEPT	CREATION	RETENTION	DESCRIPTION
FIN	1997-2009	AU+7 (>2010)	Accounts Payable: Checks, Register, Vendor List
FIN	2003 - 2010	AU+7 (>2010)	Accounts Receivable: payments, invoices, backup
FIN	2005-2010	AU+7 (>2010)	Backup: Banking, canceled checks, invoices, deposits
FIN	1999-2010	AU+7 (>2010)	Bank statements
FIN	2006-2007	AU+7 (>2010)	Batch Balance and summaries
FIN	1998-2010	AU+7 (>2010)	Utility Billing: Meter reads, ledgers
FIN	1998-2010	AU+7 (>2010)	Cash Receipts, registers, requirements
FIN	1919-1920	AU+5 (>2012)	Check stubs / Accounts Payable
FIN	2004	AU+2 (>2015)	Check registers (approved by BOD / copies)
FIN	1998-2007	AU+7 (>2010)	Closed accounts: bills, lists, register
FIN	1987-2010	AU+7 (>2010)	Accounts Payable: Invoices
FIN	1999-2010	AU+7 (>2010)	Monthly reports
FIN	2002-2010	CU+5 (>2012)	Office / work orders
FIN	2002-2007	AU+7 (>2010)	Purchase orders, packing slips and invoices
FIN	2001-2010	AU+7 (>2010)	Payables
FIN	1988-2010	AU+5 (>2012)	Customer Accounts: Penalties, lists, pending, turn offs
FIN	2009	AU+5	Customer Service: Backup
FIN	2009-2010	AU+7 (>2010)	Report balance summaries, batch details, credit card
FIN	2006-2010	AU+7 (>2010)	Till balance, till balance tendered detail
FIN	2007	NR	Check registers (duplicates)
FIN	2001-2011	AU+7	Vendor A/P – Parsons Gratwick
FIN	2007	2 YRS	Water Sales Report printout

ADMINISTRATION

DEPT	CREATION	RETENTION	DESCRIPTION
ADM	1995-1997	2 YRS	Misc. correspondence, memos (general admin)
ADM	1997-1999	3 YRS	Employee benefits, insurance (general, superseded), credit union info
ADM	1999-2009	CU+7 (>2010)	Board files and training records
ADM	1997	Until superseded	Board Policies (superseded)
ADM	1995-2009	CU+7 (>2010)	Statements of Economic Interest (Forms 700)
ADM	1988-2008	CL+5	Claims against the District
ADM	1993-2015	2 YRS	Correspondence, general: ACWA, JPIA, Insurance, outside agencies, memos
ADM	1967-2010	E+2	Election Materials: Correspondence, forms, misc. paperwork not vital or permanent
ADM	1986-2000	AU+5 (>2013)	Invoices paid
ADM	1993 – 2010	2 YRS	Outside agencies misc. documents, brochures

AU = AUDIT, CL = CLOSURE, CY = CURRENT YEAR, CU = CURRENT, E = ELECTION, NR = NON-RECORD

ATTACHMENT A - PAGE 1

ADM	1996-2003	CL+10	Various misc. litigation files, non-major cases
ADM	2000-2014	CY+3	Employment applications, not hired
ADM	1995-2000	NR	San Gorgonio Pass Water Agency – misc./ general, agendas
ADM	1978-2003	Until not needed	Equipment manuals and records for equipment no longer in the District's use / possession
ADM	1991-2007	CU+10	USA Line Locations / Dig Alert
ADM	1998-2010	CU+2	Requests for Proposals and responses, unsuccessful bids, obsolete vendor records
ADM	1994-2008	NR	Legislative Affairs: memos, newsletters, circulars
ADM	1993-2008	NR	Agendas, plans, correspondence, general - other agencies: Cities of Beaumont, Calimesa, Yucaipa; Counties of Riverside, San Bernardino
ADM	1995-1999	NR	Obsolete working files, other agencies: LAFCO, Metropolitan WD, Oak Glenn, Plantation Water, So Cal Edison, Summit Cemetery, Yorba Linda WD, Fen Valley WD, Eastern Municipal WD, etc.
ADM	1985-1990	Until superseded	Disaster preparedness, plans, information; emergency management (obsolete)
ADM	1994-2016	2 YRS	Obsolete forms, document copies/duplicates, drafts, general information
ADM	1995-1999	CU+5	Cal OSHA compliance, misc. safety and training
ADM	2006	NR (Binder)	Draft Report STWMA Project Committee 1
ADM	2002	NR (Binder)	Draft Initial Study - Groundwater Recharge
ADM	2004	NR (Binder)	Agency Review Draft
ADM	1990	NR (Binder)	Other Agencies: Beaumont Title 22 Wastewater Reclamation
ADM	1995	CU+5	Cal OSHA binder
ADM	1998-2008	CY+5	Calif Public Records Act requests
ADM	2011	AU+7	Health, Dental Insurance, PERS payments
ADM	2012	2 YRS	Misc Employee Lists
ADM	2011	2 YRS	Notes re software
ADM	2005-2010	2 YRS	Misc invoice / payment listings/printouts chart of accts
ADM	2010-2011	2 YRS	Misc notes re Board mtgs, employees, drafts
ADM	2011	Until obsolete	Old software manuals
ADM	2007	NR	Outside agencies agendas (duplicates)

AU = AUDIT, CL = CLOSURE, CY = CURRENT YEAR, CU = CURRENT, E = ELECTION, NR = NON-RECORD

ATTACHMENT A - PAGE 2

EXISTING SECTION 19 - RECORDS RETENTION

- A. **Goal.** The purpose of this policy is to: provide guidelines to staff regarding the retention or disposal of district records; provide for the identification, maintenance, safeguarding and disposal of records in the normal course of business; ensure prompt and accurate retrieval of records; and, ensure compliance with legal and regulatory requirements.
- B. **Value.** Vital and important records, regardless of recording media, are those having legal, financial, operational, or historical value to the District.
- C. **Implementation.** Upon authorization of the Board of Directors the General Manager is authorized to interpret and implement this policy, and to cause to be destroyed any or all such records, papers and documents that meet the qualifications governing the retention and disposal of records, specified below.
- D. **Authority.** Pursuant to the provisions of California Government Code §§60200 through 60203, California Water Code §21403, and the guidelines prepared by the State Controller's office and the Controller's Advisory Committee for Special Districts, the following qualifications will govern the retention and disposal of records of the District.
 - i. **Duplicate.** Duplicate records, papers and documents may be destroyed at any time without the necessity of Board authorization or copying to photographic or electronic media.
 - ii. **Recent Documents.** Originals of records, papers and documents more than two (2) years old that were prepared or received in any manner other than pursuant to State or Federal statute may be destroyed without the necessity of copying to photographic or electronic media.
 - iii. **Necessity.** In no instances are records, papers or documents to be destroyed where there is a continuing need for such records for such matters as pending litigation, special projects, etc.
 - iv. **Legal Requirements.** Records, papers or documents which are not expressly required by law to be filed and preserved may be destroyed if all of the following conditions are met:
 - a. **Satisfies Standard.** The record, paper or document is photographed, micro photographed, reproduced on film of a type approved for permanent photographic records by the National Bureau of Standards, or copied to an approved electronic media;
 - b. **Accurate Reproduction.** The device used to reproduce such record, paper or document on film, or retrieves and prints the document from the electronic media, is one which accurately reproduces the original thereof in all details; and,
 - c. **Accessible.** The photographs, microphotographs, or other reproductions on film are placed in conveniently accessible files and provisions are made for preserving, examining, and using the same, together with documents stored via electronic media.

- v. **Accounting Record.** Any accounting record except the journals and ledgers which are more than five years old and which were prepared or received in any manner other than pursuant to State statute may be authorized for destruction, provided that:
 - a. **Unnecessary.** There is no continuing need for said record, i.e., long-term transactions, special projects, pending litigations, etc., and;
 - b. **Inclusive Report.** There exists in a permanent file, an audit report or reports covering the inclusive period of said record, and that;
 - c. **Sufficient Report.** Said audit report or reports were prepared pursuant to procedures outlined in Government Code Section 26909 and other State or Federal audit requirements, and that;
 - d. **Opinion.** Said audit or audits contain the expression of an unqualified opinion.
- vi. **Unnecessary Record.** Any accounting record created for a specific event or action may be destroyed upon authorization five years after said event has in all respects terminated. Any source document detailed in a register, journal, ledger or statement may be authorized for destruction five (5) years from the end of the fiscal period to which it applies. The following may be destroyed at any time:
 - a. Duplicated (original-subject to aforementioned requirements).
 - b. Rough drafts, notes or working papers (except audit).
 - c. Cards, listings, nonpermanent indices, other papers used for controlling work or transitory files.
- vii. **Payroll/ Personnel Records.** All payroll and personnel records shall be retained indefinitely. Originals may upon authorization be destroyed after seven (7) years retention, provided said records have been microfilmed and qualify for destruction section iv, above. Payroll and personnel records include the following:
 - a. Accident reports, injury claims and settlements.
 - b. Medical histories.
 - c. Injury frequency charts.
 - d. Applications, changes and terminations of employees.
 - e. Insurance records of employees.
 - f. Time cards.
 - g. Classification specifications (job descriptions).

- h. Performance evaluation forms.
 - i. Earning records and summaries.
 - j. Retirements.
- viii. **Assessment Records.** All assessing records may upon authorization be destroyed after seven (7) years retention from lien date; however, their records may be destroyed three (3) years after the lien date when said records are microfilmed as provided for section iv, above.
- ix. **Debt Authorization.** Records of proceedings for the authorization of long-term debt, bonds, warrants, loans, etc., after issuance or execution may be destroyed if microfilmed as provided for in section iv-a above. Terms and conditions of bonds warrants, and other long-term agreements should be retained until final payment, and thereafter may be destroyed in less than ten (10) years if microfilmed as provided for in section 4, above. Paid bonds, warrant certificates and interest coupons may be destroyed after six (6) months if detailed payment records are kept for ten (10) years.
- E. **Meeting Minutes.** Minutes of the meetings of the Board of Directors are usually retained indefinitely in their original form. However, they may upon authorization be destroyed if said minutes are microfilmed as provided for in section 4, above. Recording tapes (or other media) of Board meetings will be kept indefinitely.
- i. **Construction Records.** Construction records, such as bids, correspondence, change orders, etc., shall not be kept in excess of seven (7) years unless they pertain to a project which includes a guarantee or grant and, in that event, they shall be kept for the life of the guarantee or grant plus seven (7) years. As-built plans for any public facility or works shall be retained as long as said facility is in existence.
 - ii. **Contracts.** Contracts should be retained for its life plus seven (7) years. Any unaccepted bid or proposal for the construction or installation of any building, structure or other public work which is more than two (2) years old may be destroyed.
 - iii. **Property Records.** Property records, such as documents of title, shall be kept until the property is transferred or otherwise no longer District owned

Appendix A

Definitions for Records Retention and Disposal Policy

- A. Authorization. Once authorized by the Board of Directors, and approved by the General Manager, an employee is thereby authorized to take such action.
- B. Accounting Records. Include but are not limited to the following:
 - i. **Source Documents.**
 - a. Invoices
 - b. Warrants
 - c. Requisitions/Purchase Orders (attached to invoices)
 - d. Cash Receipts
 - e. Claims (attached to warrants in place of invoices)
 - f. Bank Statements
 - g. Bank Deposits
 - h. Checks
 - i. Bills
 - j. Various accounting authorizations taken from Board minutes, resolutions or contracts
 - ii. **Journals.**
 - a. Cash Receipts
 - b. Accounts Receivable or Payable Register
 - c. Check or Warrant (payables)
 - d. General Journal
 - e. Payroll Journal
 - iii. **Ledgers.**
 - a. Expenditure
 - b. Revenue
 - c. Accounts Payable or Receivable Ledger
 - d. Construction
 - e. General Ledger
 - f. Assets/Depreciation
 - iv. **Trial Balance.**
 - v. **Statements.** (Interim or Certified - Individual or All Fund)
 - a. Balance Sheet
 - b. Analysis of Changes in Available Fund Balance
 - c. Cash Receipts and Disbursements
 - d. Inventory of Fixed Assets (Purchasing)
 - vi. **Journal Entries.**
 - vii. **Payroll and Personnel Records.** Include but are not limited to the following:

- a. Accident reports, injury claims and settlements
 - b. Applications, changes or terminations of employees
 - c. Earnings records and summaries
 - d. Fidelity Bonds
 - e. Garnishments
 - f. Insurance records of employees
 - g. Job Descriptions
 - h. Medical Histories
 - i. Retirements
 - j. Time Cards
- viii. **Other.**
 - a. Inventory Records (Purchasing)
 - b. Capital Asset Records (Purchasing)
 - c. Depreciation Schedule
 - d. Cost Accounting Records
- C. **Life.** The inclusive or operational or valid dates of a document.
- D. **Record.** Any paper, bound book or booklet, card, photograph, drawing, chart, blueprint, map, tape, microfilm, or other document, issued by or received in a department, and maintained and used as information in the conduct of its operations.
- E. **Record Copy.** The official District copy of a document or file.
- F. **Record Series.** A group of records, generally filed together, and having the same reference and retention value.
- G. **Records Center.** The site selected for storage of inactive records.
- H. **Records Disposal.** The planning for and/or the physical operation involved in the transfer of records to the Records Center, or the authorized destruction of records pursuant to the approved Records Retention Schedule.
- I. **Records Retention Schedule.** The consolidated, approved schedule list of all District records which timetables the life and disposal of all records.
- J. **Retention Code.** Abbreviation of retention action which appears on the retention schedule.
- K. **Vital Records.** Records which, because of the information they contain, are essential to one or all of the following:
 - i. The resumption and/or continuation of operations;
 - ii. The recreation of legal and financial status of the District, in case of a disaster;
 - iii. The fulfillment of obligations to bondholders, customers, and employees.
 - iv. Vital records include but are not limited to the following:
 - a. Agreements

- b. Annexations and detachments
- c. As-built drawings
- d. Audits
- e. Contract drawings
- f. Customer statements
- g. Deeds
- h. Depreciation schedule
- i. Disposal of surplus & excess property
- j. Disposal of scrap materials
- k. District insurance records
- l. District water rights
- m. Employee accident reports, injury claims & settlements
- n. Employee earning records
- o. Employee fidelity bonds
- p. Employee insurance records
- q. Encroachment permits (by others)
- r. Encroachment permits (by OWID)
- s. Facility improvement plans
- t. Improvement districts
- u. Individual water rights
- v. Individual claims/settlements
- w. Inventory
- x. Journal vouchers
- y. Ledgers
- z. Licenses & permits (to operate)
- aa. Loans & grants
- bb. Maps
- cc. Minutes of Board meetings
- dd. Payroll register
- ee. Policies, Rules & Regulations
- ff. Purchase orders & requisitions
- gg. Restricted materials permits
- hh. Rights of ways & easements
- ii. Spray permits
- jj. Statements of Economic Interest
- kk. State surplus acquisitions
- ll. Warehouse requisitions
- mm. Warrant/Voucher register
- nn. Warrants (with backup)
- oo. Water rights history

Appendix B
Records Retention & Storage Summary
Appendix B

Records Retention & Storage Summary

Group No.	Title or Description	Original	Copy	Retention Periods		
				Office	Record Center	Retain or Destroy
1	Records affecting title to real property or liens thereof.	X		2 yrs.	OP	ES
2	Records required to be kept permanently by statute.	X		2 yrs.	OP	ES
3	Minutes, ordinances & resolutions of Board.	X		2 yrs.	OP	ES
4	Documents with lasting historical, administrative, legal, fiscal, or research value.	X		2 yrs.	OP	ES
5	Correspondence, operational reports and information upon which District policy has been established.	X		2 yrs.	10 yrs.	12 yrs.
6	Duplicates of 5, above, when retention is necessary for reference.	X		2 yrs.		2 yrs.
7	Records requiring retention for more than five years, but no more than fifteen years by statute or administrative value.	X		2 yrs.	13 yrs.	15 yrs.
8	Duplicates needed for administrative purposes for five to fifteen years.		X	2 yrs.	13 yrs.	15 yrs.
9	All other original District records, or instruments, books or papers that are considered public documents not included in Groups 1 through 8.	X		2 yrs.	1 yr.	3 yrs.
10	Duplicates and other documents not public records required to be maintained for administrative purposes.	X	X	2 yrs.	3 yrs.	5 yrs.
11	Duplicate records requiring retention for administrative purposes such as reference material for making up budgets, planning and programming.		X	3 yrs.		3

12	Reference files (copies of documents which duplicate the record copies filed elsewhere in the District; documents which require no action and are non-record; rough drafts, notes, feeder reports, and similar working papers accumulated in preparation of a communication, study or other document, and cards, listings, indexes and other papers used for controlling work).		X	1 yr.		1 yr.
13	Transitory files, including letters of transmittal (when not a public record), suspense copies when reply has been received, routine requests for information and publication, tracer letters, feeder reports, and other duplicate copies no longer needed.	X	X	3 mos.		3 mos.
14	Original documents disposable upon occurrence of an event or an action (i.e., audit, job completion, completion of contract, etc.) or upon obsolescence, supersession, revocation.	X		2 yrs.	3 yrs.	5 yrs.
15	Policy files and reference sets of publications.		X	I		I
16	Duplicates or non-record documents required for administrative needs but destroyable on occurrence of an event or an action.		X	I		I

OP = Original or photographic copy.

ES = May be destroyed if stored in electronic media.

I = Indefinitely



**Beaumont-Cherry Valley Water District
Regular Board Meeting
March 14, 2018**

Item 6

STAFF REPORT

TO: Board of Directors

FROM: Dan Jagers, General Manager

DJ

SUBJECT: Consideration of Award of Bid for the Purchase of three (3) fleet vehicles in the Amount of \$69,076.38

Staff Recommendation

Authorize the General Manager to purchase three (3) fleet vehicles as listed in the 2018 Capital Improvement Plan from Downtown Ford for a total of \$69,076.38.

Background

At its Regular Meeting of February 14, 2018, the Board of Directors accepted the 2018 Capital Improvement Plan, which provides a schedule and funding source for the replacement of the District's fleet vehicles and equipment necessary to provide efficient delivery of services to the community.

The District's Policies and Procedures Manual, Part III, Section 17 I – Purchasing (as adopted by the Board on December 13, 2017) reads:

Vehicles. Vehicles may be purchased in accordance with Table 1, in conjunction with the District's Capital Improvement Plan approved by the Board of Directors. Preference will be given to use of the State of California Vehicle Procurement Program, but at the discretion of the General Manager, vehicles may be obtained from an alternative local source if the cost difference does not exceed \$1,500. Consideration may also be given to delivery schedules and availability of inventory.

Staff has prioritized the first CIP purchase and in accordance with District policy has solicited bids from three local vendors for the purchase of three fleet vehicles scheduled in the 2018 CIP. Staff has also reviewed California Procurement Contract No. 1-16-23-20 A-J awarded to Downtown Ford in Sacramento, CA, which quoted the lowest combined cost for all three vehicles. The make, model, and pricing for each of the scheduled replacement vehicles is as follows:

2018 Ford F-150		Price each
1	Sunrise Ford	\$23,792.32
2	Redlands Ford	\$23,464.94
3	Hemborg Ford	\$24,448.00
4	Downtown Ford (California Procurement Contract)	\$23,525.46



Staff recommends purchase of the vehicles from Downtown Ford through the State Vehicle Procurement Program, Contract No. 1-16-23-20 A-J, for a total of \$70,576.38. This price includes a \$500 delivery charge applied to each of the vehicles purchased. That cost (\$1,500) will be discounted upon prompt payment within 20 days of the date of the invoice. It is expected that the District will enjoy this prompt-payment discount.

All bidders estimated delivery time for these vehicles at between 8 to 10 weeks.

Fiscal Impact

\$69,076.38 from the District's Capital Replacement Fund

Attachment(s)

Bids from four dealerships

Report prepared by Tony Lara, Director of Operations



16005 VALLEY BLVD., FONTANA, CA 92335
FLEET OFFICE (909) 350-3043 FLEET FAX (909) 822-4199

FLEET VEHICLE PURCHASE INVOICE

SOLD TO **BEAUMONT CHERRY VALLEY**

DATE _____

PHONE _____

P.O. # **ordered unit**

YEAR **2018** MAKE **Ford** MODEL **F150**

VIN _____ STOCK NUMBER _____

TERMS:

NET **30** DAYS NET DUE \$ **\$23,792.32**

MUST BE RECEIVED NO LATER THAN _____

DELIVERY RECEIPT:
I ACKNOWLEDGE THE RECEIPT OF THE ABOVE VEHICLE:

MAKE CHECKS PAYABLE TO:
SUNRISE FORD
16005 VALLEY BLVD.
FONTANA, CA 92335

SIGNATURE _____ DATE _____

FORD FLEET # _____

RESALE # _____

R.S. # _____

BID # _____

RICK ESTES 909-822-4401

FLEET MANAGER & NUMBER

PRICE **\$21,966.00**

TAX **\$1,708.57**

LIC. FEE **\$37.50**

DOC. FEE **\$80.00**

TOTAL **\$23,792.32**

LESS TRADE _____

LESS DOWN _____

NET DUE **\$23,792.32**

VIRTCDP



CNGP530

VEHICLE ORDER CONFIRMATION

01/08/18 17:31:05

==>

2018 F-150

Dealer: F71152

Page: 1 of 1

Order No: 9400 Priority: C4 Ord FIN: KE165 Order Type: 5B Price Level: 820
Ord PEP: 100A Cust/Flt Name: BEAUMONT PO Number:

	RETAIL		RETAIL
F1C F150 4X2 R/C	\$27610	422 CALIF EMISSIONS	NC
122" WHEELBASE		53A TRAILER TOW PKG	595
YZ OXFORD WHITE		FLEX FUEL	
A VINYL 40/20/40	NC	SP DLR ACCT ADJ	
G MED EARTH GRAY		SP FLT ACCT CR	
100A EQUIP GRP		FUEL CHARGE	
.XL SERIES		B4A NET INV FLT OPT	NC
.17"SILVER STEEL		DEST AND DELIV	1395
995 5.0L V8 FFV ENG	1995	TOTAL BASE AND OPTIONS	31595
44G ELEC 10-SPDAUTO		TOTAL	31595
.245/70R-17 A/S		*THIS IS NOT AN INVOICE*	
X15 3.15 REG AXLE	NC		
6200# GVWR			
CA BOARD FEES	NC		
FRT LICENSE BKT	NC		

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC05539

V1DP0055

2,6

01/08/18

2018 F-150

Dealer

Page

Order No: 1818 Priority: C4 Ord FIN: QB892 Order Type: 5B Price Le
Ord Code: 100A Cust/Flt Name: YUCAIPA VALLE PO Number:

		RETAIL	DLR INV		RETAIL	D
F1C	F150 4X2 R/C	\$27610	\$26229.00	422	CALIF EMISSIONS	NC
	122" WHEELBASE			53A	TRAILER TOW PKG	595
YZ	OXFORD WHITE				FLEX FUEL	
A	VINYL 40/20/40	NC	NC		SP DLR ACCT ADJ	(1
G	MED EARTH GRAY				SP FLT ACCT CR	(
100A	EQUIP GRP				FUEL CHARGE	
	.XL SERIES			B4A	NET INV FLT OPT	NC
	.17"SILVER STEEL				PRICED DORA	NC
995	5.0L V8 FFV ENG	1995	1836.00		DEST AND DELIV	1395 1
44G	ELEC 10-SPDAUTO			TOTAL	BASE AND OPTIONS	31595 27
	.245/70R-17 A/S			TOTAL		31595 27
X15	3.15 REG AXLE	NC	NC	*THIS	IS NOT AN INVOICE*	
	6200# GVWR					
	CA BOARD FEES	NC	.65			
	FRT LICENSE BKT	NC	NC			

F1=Help F2=Return to Order F3/F12=Veh Ord Men
F4=Submit F5=Add to Library
S099 - PRESS F4 TO SUBMIT 0

V1DP0003

your cost: 21688 + Fees

DONE

REDLANDS FORD
1121 W. Colton Avenue
Redlands, Calif. 92374-2935

909-793-3211

x 319

Tay
 Time
 Doc

23464

44

to the

HP LaserJet 200 colorMFP M276nw

Fax Confirmation

Jan-8-2018 4:32PM

Job	Date	Time	Type	Identification	Duration	Pages	Result
76	1/ 8/2018	4:31:45PM	Receive		0:29	1	OK

JMS2 CNGP530 VEHICLE ORDER CON

VEHICLE ORDER CONFIRMATION

Order No: 1818 Priority: C4 Ord FIN: Q8892 Order Type: 5B Price Le
Ord Code: 100A Cust/Flt Name: YUCAIPA VALLE PO Number:

2018 F-150

RETAIL DLR INV

F1C F150 4X2 R/C 422 CALIF EMISSIONS RETAIL D
122" WHEELBASE 53A TRAILER TOW PKG NC
YZ OXFORD WHITE FLEX FUEL 595
A VINYL 40/20/40 NC NC SP DLR ACCT ADJ (1
G MED EARTH GRAY SP FLT ACCT CR
100A EQUIP GRP FUEL CHARGE
.XL SERIES B4A NET INV FLT OPT NC
.17" SILVER STEEL PRICED DORA NC
995 5.0L V8 FFV ENG 1995 1836.00 DEST AND DELIV 1395 1
44G ELEC 10-SPDAUTO TOTAL BASE AND OPTIONS 31595 27
.245/70R-17 A/S TOTAL 31595 27
X15 3.15 REG AXLE NC NC *THIS IS NOT AN INVOICE*
6200# GVWR
CA BOARD FEES NC .65
FRT LICENSE BKT NC NC
F1=Help F2=Return to Order F3/F12=Veh Ord Men
F4=Submit F5=Add to Library Q
S099 - PRESS F4 TO SUBMIT

V1DP0003

Jan Cost: 21688 + Fees

REDLANDS FORD
1121 W. Cotton Avenue
Redlands, Calif. 92374-2035
909-793-3211
x 319

23464 total

<http://www.fmcdealerv3270.ford.com/w2b/WEB2AJAX.htm#TMS2>

1/8/2018

FIN # QB892

Hemborg Ford

951-898-3413

Karl Kordik

F1C Quote Yuciapa Water District

Cost	28240
------	-------

GPC	-6845
-----	-------

Dealer GP	800
-----------	-----

Delivery	175
----------	-----

Sub Total	22370
-----------	-------

Tax @ 8.75%	1958
-------------	------

Fees	120
------	-----

DMV	Exempt
-----	--------

Total	24448
-------	-------

VIRTC1DP

CNGP530

VEHICLE ORDER CONFIRMATION

01/12/18 13:44:07

==>

Dealer: F71151

2018 F-150

Page: 1 of 1

Order No: K000 Priority: C4 Ord FIN: QB892 Order Type: 5B Price Level: 820

Ord Code: 100A Cust/Flt Name: YUCAIPA

PO Number:

		RETAIL	DLR INV		RETAIL	DLR INV
F1C	F150 4X2 R/C	\$27610	\$26229.00	FRT LICENSE BKT	NC	NC
	122" WHEELBASE			422 CALIF EMISSIONS	NC	NC
YZ	OXFORD WHITE			53A TRAILER TOW PKG	595	548.00
A	VINYL 40/20/40	NC	NC	FLEX FUEL		
G	MED EARTH GRAY			SP DLR ACCT ADJ		(1220.00)
100A	EQUIP GRP			SP FLT ACCT CR		(838.00)
	.XL SERIES			FUEL CHARGE		10.16
	.17"SILVER STEEL			B4A NET INV FLT OPT	NC	7.00
995	5.0L V8 FFV ENG	1995	1836.00	DEST AND DELIV	1395	1395.00
44G	ELEC 10-SPDAUTO			TOTAL BASE AND OPTIONS	31890	28239.81
T7C	LT245/70R17E	295	272.00	TOTAL	31890	28239.81
X15	3.15 REG AXLE	NC	NC	*THIS IS NOT AN INVOICE*		
	LT CAPABILITY					
	6200# GVWR					
	CA BOARD FEES	NC	.65			

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC05395

V1DP0133

2.6

Welcome k-kard2!



Fleet Concession Management

[HOME](#)
[CONCESSION LOOKUP](#)
[CONCESSION TUTORIAL](#)
[CONCESSION REQUEST ENTRY](#)
[CONCESSION LOOKUP TUTORIAL](#)
[CONCESSION REQUEST REVIEW/EDIT](#)
[CONTACT INFO](#)
[CONTACT US](#)

FLEET CONCESSION MANAGEMENT : SEARCH

▶ State/Fed: CA-CALIFORNIA
 ▶ Model Year: 2018
 ▶ Vehicle: 24-F-150
 ▶ Body Type: F1C-F150 4X2 STYLESIDE REG C
 ▶ GPC TYPE: All

YOUR SEARCH CRITERIA: STATE: CA-CALIFORNIA, MODEL YEAR: 2018, VEHICLE: 24-F-150, BODY STYLE: F1C-F150 4X2 STYLESIDE REG CAB, GPC: ALL
 BID AND ORDER MUST BE SUBMITTED BY EXPIRATION DATE

STATE	VEHICLE	BODY	GPC \$	PRICE_LEVEL	REF DATE	REF#_FIN	GPC TYPE	EXPIRATION DATE
CA	24-F-150	F1C-F150 4X2 STYLESIDE REG CAB	6845	815	7/13/2017	08275J	Piggyback	2/21/2018
CA	24-F-150	F1C-F150 4X2 STYLESIDE REG CAB	5800	800	4/5/2017	02036J	Local	N/A

**F-150**

2018 F-150 4X2 REGULAR CAB
122" WHEELBASE
5.0L V8
ELEC 10-SPEED AUTO W/TOW MO
EXTERIOR: OXFORD WHITE
INTERIOR: MEDIUM GRAY VINYL 40/20/40
VIN: 1FTMF1C5XJKC12519

EQUIPMENT**FUNCTIONAL**

- 4-WHEEL DISC BRAKES W/ABS
- AUTO START STOP TECH
- CURVE CONTROL
- DYNAMIC HITCH ASSIST
- ELECTRIC-ASSIST PARK BRAKE
- FADE-TO-OFF INTERIOR LIGHT
- FAIL-SAFE COOLING SYSTEM

INTERIOR

- A/C W/MANUAL CLIMATE CONTROL, SINGLE ZONE
- DUAL SUNVISORS
- ILLUMINATED ENTRY
- OUTSIDE TEMP DISPLAY
- POWERPOINTS
- TILT/TELESCOPE STR COLUMN

EXTERIOR

- DAYTIME RUNNING LIGHTS
- EASY FUEL CAPLESS FILLER
- FULLY BOXED STEEL FRAME
- HALOGEN HEADLAMPS
- HEADLAMPS - AUTOLAMP (ON/OFF)
- LOCKING REMOVABLE TAILGATE
- PICKUP BOX TIE DOWN HOOKS
- TRAILER SWAY CONTROL
- WIPERS- INTERMITTENT

SAFETY/SECURITY

- ADVANCETRAC WITH RSC
- AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- AIRBAGS - SAFETY CANOPY SIDE CURTAIN
- CTR HIGH MOUNT STOP LAMP
- SECURILOCK PASS ANTI THEFT
- SOS POST CRASH ALERT SYS
- TIRE PRESSURE MONITOR SYS

INCLUDED ON THIS VEHICLE

EQUIPMENT GROUP 100A
XL SERIES

OPTIONAL EQUIPMENT

1008-274J05/28/17CA
• 17" SILVER STEEL WHEELS
5.0L V8
• 245/70R 17 BSW ALL-SEASON
3.15 RATIO REGULAR AXLE
6200# GVWR PACKAGE
FRONT LICENSE PLATE BRACKET
CALIFORNIA EMISSIONS SYSTEM
TRAILER TOW PACKAGE
VINYL 40/20/40 FRONT SEAT

*THE VEHICLE DESCRIBED ABOVE IS A USED VEHICLE. THE EQUIPMENT DESCRIBED REPRESENTS FACTORY-INSTALLED ITEMS AT FINAL ASSEMBLY. NEITHER SUBSIDIARIES ARE RESPONSIBLE FOR MISSING, DAMAGED, CONVERTED OR DEALER-INSTALLED EQUIPMENT. NOTE: TOTAL VEHICLE AND OPTIONS' PRICE ORIGINAL NEW VEHICLE WINDOW LABEL AND MAY NOT INCLUDE EQUIPMENT PACKAGE DISCOUNTS AND/OR DESTINATION AND DELIVERY CHARGES.

[Print This Page](#)

Fleet Identification Number (FIN Code) Look-Up Search Results

Search Criteria:

FIN Code
Company Name yucaipa
Zip/Postal Code 923

Search Results:

FIN	Status	Segment	Name	Address
QP747	Active	Government	City Of Yucaipa	34272 Yucaipa Blvd Yucaipa CA 92399
QB892	Active	Government	Yucaipa Valley Water District	12770 2nd St Yucaipa CA 92399
QK877	Active	Government	Yucaipa-calimesa Joint School	12797 3rd St Yucaipa CA 92399

[New Search](#)

If you have questions regarding the status of a FIN code, please call the Fleet Customer Information Center (FCIC) at **1-800-34-FLEET (35338)**, pick **1, selection 1**.

Disclaimer: Usage of this tool is for legitimate out of stock sales purposes. Usage is tracked and mis-use of this tool can result in disciplinary action.

THIS IS YOUR QUOTE

DOWNTOWN FORD SALES
525 N16th Street, Sacramento, CA. 95811
916-442-6931 fax 916-491-3138

RJM020520181146

QUOTATION

Customer

Name BEAUMONT-CHERRY VALLEY WATER DISTRICT
Address _____
City F150 4X2 REG CAB
Phone ATTN: TONY

Date 2/5/2018
REP MILLOY
Phone RJM
FOB SACRAMENTO

Qty	Description	Unit Price	TOTAL
1	STATE OF CALIFORNIA CONTRACT #1-16-23-20A CLIN 5 RANK 3 NEW FORD F-150 REGULAR CAB PICKUP, 122" WB 2WD, 6 1/2FT BED, A/C, 3.5L V6, MANUAL WINDOWS AM/FM, VINYL SEATS, BLACK FRONT & REAR BLACK BUMPER, RUBBER FLOORING, 6 SPEED AUTO TRANS	\$19,168.00	\$19,168.00
1	5.0 ENGINE	\$1,614.00	\$1,614.00
1	TRAILER TOW PACKAGE (DOES NOT INCLUDE THE BRAKE CONTROLLER)	\$502.00	\$502.00
	DEADLINE - 2-16-18 for receipt of PO due to upcoming end of current State contract <i>EXTENDED TO 8/16/18</i>		
1	DOCUMENT FEE	\$80.00	\$80.00

Subtotal	\$21,364.00
DELIVERY	\$500.00
Sales Tax	\$1,655.71
CA Tire Tax	\$8.75
TOTAL DUE	\$23,528.46

\$500 DISCOUNT FOR PROMPT
PAYMENT IN 20 DAYS




**Beaumont-Cherry Valley Water District
Regular Board Meeting
March 14, 2018**

Item 7

STAFF REPORT

TO: Board of Directors

FROM: Dan Jagers, General Manager 

SUBJECT: Consideration of Request for Authorization to Call for Repair Work for Well 26 and for General Manager to enter into a Contract to Repair Well 26

Staff Recommendation

Authorize staff to solicit quotes from a minimum of three (3) qualified pump and well repair vendors, select the lowest responsive vendor, and authorize the General Manager to enter into a contract for an amount not to exceed \$165,000 with the selected vendor to perform the work necessary to remove, inspect and repair the District's existing Well 26 pumping unit.

Background

Well 26 is located within the Pardee Homes Sundance Development along the westerly projection of Snap Dragon Way and east of Cherry Avenue in the City of Beaumont. This well supplies water to the District's 2800 (Non-Potable) pressure zone and the 2750 (Beaumont) pressure zone, and is co-owned by the District and the City of Banning. Well 26 was constructed (drilled) in 2006 to a depth of 1,070 feet by Bakersfield Well & Pump Company of Bakersfield, California. The well construction consists of approximately 520 feet of louvered casing and 550 feet of blank casing.

The Well Co-Ownership Agreement (for Wells 24, 25, and 26) with the City of Banning provides for shared operation, maintenance, repair, and replacement cost components to be assessed to each party of the agreement on a per well basis. This cost is assessed based upon a ratio of water supplied to that party from the well or wells to the total water produced from that source or sources. At this time, the District has performed an analysis of the ratio of water supplied to the City of Banning by Well 26. Since Well 26's construction, the District has received the majority of the water supplied from the well (approximately 99.15%), the City of Banning has received approximately 0.85% of the water produced from this well. Therefore, the cost sharing component attributable to the City of Banning is expected to be marginal.

Staff has identified the need to remove and inspect the Well 26 pumping unit due to decrease in pumping unit performance experienced over the last week. Specifically, Well 26's pumping unit performance (production rate) is typically 1,300 gallons per minute when connected to the non-potable water system. Staff noted an initial decline in pumping plant performance from 1,300 gallons per minute to 900 gallons per minute and subsequently verified the accuracy of the well's flow meter during a scheduled SCE pump efficiency test performed on March 7, 2018 and determined that said flow meter was working properly. Staff also noted an increase in pumping unit vibration above acceptable levels. Subsequent to verifying the accuracy of the well flow meter, staff removed Well 26 from operation.

Based upon Well 26's rapid decline in performance to approximately 69% of the normal flow rate, staff anticipates the pumping unit bowl assembly as well as the motor is failing and therefore requires repair and maintenance.



The repair work will require removal, inspection, and more than likely repair or replacement of the pumping unit bowl assembly. Staff also proposes to video inspect, wire brush, and bail clean the well while the pumping unit is removed as well as have the motor disassembled and inspected (with bearing replacement being required). Additional well rehabilitation may be warranted using chemical well rehabilitation. The necessity of this work item will be determined subsequent to the completion of a well inspection video which will be performed as part of the work.

Well 26 was originally equipped during 2007 and 2008 with a 400 horsepower motor (supplied by the District), and a 14" Flowserve pumping unit with a pumping capacity of approximately 1,600 gallons per minute when pumping to the 2750 pressure zone or 1,300 gallons per minute to the non-potable water system. This well was last serviced in September of 2014. The service included service of the motor and a new pumping unit.

Well 26 is a critical source of supply to the non-potable water system and should be serviced and returned to normal operation as soon as possible to provide for peak demands that will be experienced in the upcoming months.

Fiscal Impact

The fiscal impact to the District is anticipated not to exceed the Engineers Estimate set forth below for specific items of work to be performed.

Description	Estimate
1. Pump removal, well video, reconditioning, and re-installation	\$50,000
2. Pumping unit replacement	\$15,000
3. Motor inspection and bearing replacement	\$15,000
4. Bailing and brushing	\$10,000
<hr/>	
Subtotal without Chemical Rehabilitation (Items 1-4):	\$90,000
5. Chemical Well Rehabilitation	\$50,000 to 75,000
<hr/>	
Total with Chemical Development (Items 1-5):	\$140,000 to \$165,000

Funds are available from the current fiscal year budgeted Capital Replacement fund account for completion of this work.

The actual expenditure will be based upon a final scope of repair work identified subsequent to removal and inspection of the pumping unit and completion of the well video inspection.

In the event inspection of the well indicates the need to perform additional work to rehabilitate the well in excess of \$165,000 identified in the Engineers Estimate, staff will seek additional direction from the Board of Directors before proceeding.



Beaumont-Cherry Valley Water District

Phone: (951) 845-9581 Fax: (951) 845-0159

Email: info@bcvwd.org

<http://www.bcvwd.org>

Board of Directors

David Hoffman
Division 5

John Covington
Division 4

Daniel Slawson
Division 3

Claudeen Diaz
Division 2

Andy Ramirez
Division 1

March 1, 2018

Jeff Davis
General Manager
San Geronio Pass Water Agency
1210 Beaumont Avenue
Beaumont, CA 92223

**SUBJECT: SWP WATER DELIVERIES TO NOBLE CREEK
RECHARGE FACILITY**

Dear Mr. Davis:

During the week of February 11, 2018, we noticed that the water being delivered to the Noble Creek Recharge Facility (Recharge Facility) appeared visually murky. Although the water quality has now improved we have identified that our percolation rates have diminished significantly, resulting in an increase from operating at approximately 60 percent of our recharge capacity to nearly 100 percent with no change in the flow rate.

Once we noticed the recharge rates were decreasing, I spoke with Ken Falls regarding the levels in the Crafton Hills Reservoir (CHR) and I requested water level data for the previous 75 days in order to see if there was any correlation between the level in CHR, the water quality, and percolation rates at the Recharge Facility. Ken spoke to Tom Holcombe who provided me with the CHR level data. I also spoke with Joe Zoba who provided me with influent water turbidity data from the Yucaipa Valley Regional Water Filtration Facility (YVWD Plant).

In reviewing the data, it became apparent that there is a correlation between low water levels in the CHR and the diminished water quality at the Recharge Facility and the YVWD Plant.

On February 4, 2018 the level at CHR hit a low point and bottomed out at 2916 feet of elevation. The YVWD Plant showed a spike in turbidity and a decrease in the influent water flow during this same time. Beaumont Cherry Valley Water District (BCVWD) staff noticed the visually murky water in the Recharge Facility during the week following said event at CHR.

A similar event was recorded during the third quarter of 2016. BCVWD was taking flows of 20-25 cfs when staff noticed a visual change in water quality at the Recharge Facility. During the weeks following that event, the percolation rates at the Recharge Facility diminished while the inlet flows remained constant. The change in capacity was similar to what BCVWD experienced this year during the week of February 11, 2018. The 2016 data provided by Tom Holcombe indicates that the level at the CHR dropped to a low point of 2916



Beaumont-Cherry Valley Water District

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feet of elevation beginning on November 25 and lasting until November 28, 2016. Again, the low level events at the CHR in November 2016 and February 2018 directly correlate with the increased turbidity at YVWD Plant, and the BCVWD Recharge Facility and a correlating reduction in percolation rates at our facility.

As a result of the diminished percolation rates at the Recharge Facility in 2016, BCVWD went through a robust investigation, data collection, and maintenance cycle to restore percolation rates and associated recharge capacity at our Noble Creek Recharge Facility. This resulted in a financial impact of roughly twenty-five thousand dollars (\$25,000) to perform these activities. District Staff indicated to you at that time that we felt, our recharge rates may have been adversely affected by that low level event in Crafton Hills Reservoir.

BCVWD had a planned maintenance cycle scheduled for the March 2018 East Branch Extension Shutdown and anticipates that maintenance cycle to have a financial impact of nearly ten thousand dollars (\$10,000) to BCVWD. In the event this maintenance activity did not correlate to the recent low water event in CHR, BCVWD anticipates this event may have resulted in an additional maintenance cycle being required with a cost of approximately \$10,000 to restore recharge capacity.

CONCLUSION

BCVWD has identified that low water level events (at or near 2916 feet of elevation) results in an adverse impact to our recharge operation.

SOLUTION

BCVWD Staff proposes to work proactively with the SGPWA Staff to monitor and modify operational parameters for water deliveries originating from the CHR. At this time, and in an effort to maintain maximum recharge capacity, BCVWD will be monitoring turbidity at the Recharge Facility as well as the level at the CHR. In the event that the CHR drops below 2920 feet of elevation and results in an increase of turbidity at our Recharge Facility, BCVWD will notify your and/or your Operations Manager that we wish to modify our recharge delivery operation by either reducing the flows or shutting the system down until water quality (and levels in Crafton Hills Reservoir) can be restored.

BCVWD also understands that our deliveries may be curtailed by occasional DWR maintenance activities that impact the level in CHR. During these events, we understand that BCVWD flows may be curtailed or completely shut down to maintain adequate levels in the CHR and avoid adverse delivery conditions to our facilities and effects to the YVWD Plant.

BCVWD appreciates the working relationship with SGPWA and our neighboring water retailers, and looks forward to continued cooperation to ensure a healthy and sufficient water supply to our customers.



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Please contact me if you have any questions or would like to discuss this matter further.

Sincerely,

Anthony L. Lara
Director of Operations
Beaumont Cherry Valley Water District




**Beaumont-Cherry Valley Water District
Regular Board Meeting
March 14, 2018**

Item 9

STAFF REPORT

TO: Board of Directors

FROM: Dan Jagers, General Manager 

SUBJECT: Discussion: Potential rate increases by the San Geronio Pass Water Agency

Staff Recommendation

This item is for discussion and no action is requested.

Background

Staff wishes to inform the Board in relation to an upcoming issue that may drastically affect ratepayers of the Beaumont-Cherry Valley Water District (BCVWD).

On March 1, 2018, District staff attended a Water Rate Workshop of the San Geronio Pass Water Agency (SGPWA) where issues related to increasing water rates were discussed.

In carrying out its mission, the SGPWA has identified that they will need to provide imported water at build out, build facilities, and invest in new water supply. A portion of that new water supply will be funded through wholesale water rates recovered from retail water districts.

The current water rate charged by the SGPWA of \$317/AF consists mainly of Department of Water Resources (DWR) pass-through energy and transmission costs, with additional charges for SGPWA operations and administrative salaries and benefits, as well as amounts to be put into reserves. A breakdown of the current rate structure is included as Attachment "A." The SGPWA is considering adding potential components to the water rate structure, such as Agency infrastructure costs and costs for new water supplies such as Yuba water (already a component of the current rate structure), AVEK-Nickel Water, and Valley District water, among others.

The SGPWA staff has asked their Board to provide input on what components to include in the water rate (cost recovery). The SGPWA Board directed staff and their rate study consultant to develop several options for a rate structure model to be completed and brought back for Board review. Option 1 includes 50% of the cost of the new water deals the SGPWA has secured or is in the process of securing, while Option 2 is to include 100% of the cost of new water. SGPWA staff indicated preparation of the model rate structure and completion of the rate study could reasonably be expected within two to six months.

BCVWD staff believes it is imperative to be prepared to respond without delay in order to represent, protect, and educate the District's ratepayers, monitor the SGPWA activity, and prepare to take any necessary actions to absorb and mitigate the impact of any SGPWA rate increases.



BCVWD staff is performing an analysis to compare the current imported pass-through water rate charged to BCVWD customers to the actual wholesale water rate paid to the SGPWA for the past seven years. District staff plans to discuss the results of this analysis at the April 2018 Engineering Workshop. For the purposes of this discussion, the preliminary results suggest that the current rate paid for the imported water (\$317 per acre-foot) may exceed the pass-through charge being collected from BCVWD customers. Even in the event both the SGPWA wholesale rate and charge remain unchanged, continued growth in the District's service area will cause a further imbalance between the BCVWD pass-through and the charge resulting in an under-collection of funds necessary to recover the cost of imported water purchased from the SGPWA.

Staff has also performed preliminary analysis regarding the impact of an increased wholesale water rate from the SGPWA. The proposed rates were compared to the current pass-through rate being collected from BCVWD customers, using several different scenarios based on the most current information available from the SGPWA regarding current and future potential deals for new water.

Staff generally identifies that when new increased water rates are collected through consumption rates as opposed to tax-based funding strategies, older, less efficient homes appear to be more adversely impacted than newer, more water-conserving homes. Increasing SGPWA wholesale water rates will most likely result in older homes paying a higher bill comparatively than newer homes due to less efficient plumbing fixtures and more water use-intensive landscaping.

Regardless, the BCVWD must continue to increase its imported water supply to meet current and future projected demand, and drought-proof the Beaumont Basin through banking of additional supplies when available.

Staff will continue to work on the analysis of the rate components and structure and make diplomatic recommendations to the SGPWA as they consider their rate structure. Regardless of the final outcome, the impact of any rate increases will be keenly felt by BCVWD customers. Staff proposes to begin public outreach as soon as possible in order to prepare customers for the likelihood of increased bills due to both the actions of the SGPWA as well as the needs of BCVWD. A next step for the District to consider will most likely be initiating a cost of service study.

Attachments

A – Components of SGPWA rates

ATTACHMENT A

SAN GORGONIO PASS AGENCY CURRENT WATER RATE STRUCTURE

SGPWA currently charges \$317/AF with includes the DWR pass through energy and transmission charges (“transportation costs”) plus other costs shown in Table 1. The costs in Table 1 were extracted from SGPWA Resolution 2009-3, (February 17, 2009), Exhibit A, Findings, Supporting the Adoption of Wholesale Water Rates. The rate study was prepared by David Taussig Associates, February 2, 2009 (Draft).¹

Table 1
Costs Included in SGPWA's Current Water Rate

Cost Item	Cost, \$/AF
Agency Operational Expenses	\$10.00
Agency Administrative Cost	\$3.50
SBVMWD Pass Through	\$8.00
Yuba Water Purchases	\$3.86
New Water Purchase	\$22.00
Rate Stabilization	\$11.00
Subtotal	\$57.36
Rate Charged by SGPWA	\$317.00
DWR Pass Through	\$259.64 (\$260)

The DWR “Pass Through” energy and transmission charges were determined by subtraction to be \$260/AF. It varies from year to year depending on the amount of water delivered and the power rates etc. DWR issues an invoice to SGPWA at the end of the year with the adjustment as either a credit or debit. The David Taussig Rate Study assumed the net of debits and credits was “zero” in FY 2010/11 through FY12/13. BCVWD is reviewing past DWR invoices to SGPWA to validate the “prior year adjustments” and determine the actual “DWR Pass Through” cost.

¹ SGPWA (2009). Final Draft – Water Rate Study, David Tausig Associates, Inc., February 2.