



## SPECIAL MEETING NOTICE

**Special Meeting of the  
Finance & Audit Committee of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District  
Scheduled for November 22, 2021 at 3:00 p.m.**

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NOTICE IS HEREBY GIVEN that a Special Meeting of the Board of Directors of the Beaumont-Cherry Valley Water District has been scheduled for Monday, November 22, 2021 at 3:00 p.m., at 560 Magnolia Ave., Beaumont, CA 92223 and via Zoom at the location below:

<https://us02web.zoom.us/j/84318559070?pwd=SXlzMkZCMGh0YTFIL2tnUGlpU3h0UT09>

*To telephone in, please dial: (669) 900-9128  
Enter Meeting ID: 843 1855 9070  
Enter Passcode: 113552*

The agenda for this meeting will be posted no later than 2:59 p.m. on Thursday, November 18, 2021.

Respectfully,

Digitally signed by Dr. Kirene B. Manini, Director  
of Finance and Administrative Services,  
Beaumont-Cherry Valley Water District  
Date: 2021.10.12 15:39:27 -07'00'

**Dr. Kirene Manini**  
Director of Finance & Administrative Services

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**BEAUMONT-CHERRY VALLEY WATER DISTRICT**  
560 Magnolia Avenue, Beaumont, CA 92223

**NOTICE AND AGENDA  
SPECIAL MEETING OF THE FINANCE AND AUDIT COMMITTEE  
of the Board of Directors**

*This meeting is hereby noticed pursuant to  
California Government Code Section 54950 et. seq. and  
under the provisions of Assembly Bill 361 and BCVWD Resolution 2021-16*

**Monday, November 22, 2021 - 3:00 p.m.**  
**560 Magnolia Avenue, Beaumont, CA 92223**

**COVID-19 NOTICE**

**This meeting of the Finance & Audit Committee is open to the public who would like to attend in person. COVID-19 safety guidelines are in effect pursuant to the Cal/OSHA COVID-19 Prevention Emergency Temporary Standards**

- **Face coverings are mandatory for unvaccinated persons and must be properly worn over the nose and mouth at all times**
- **Face coverings are recommended for fully vaccinated persons indoors**
- **Maintain 6 feet of physical distancing from others in the building who are not in your party**
- **There will be no access to restrooms in the building**

**TELECONFERENCE NOTICE**

*The BCVWD F&A Committee members will attend in person at the BCVWD Administrative Office **and/or** via Zoom Video Conference*

*To access the Zoom conference, use the link below:*

<https://us02web.zoom.us/j/81357113079?pwd=QTZYV2RZTVBNQ1lqQ2FkTEpXNFdUUT09>

**To telephone in, please dial: (669) 900-9128**  
**Enter Meeting ID: 813 5711 3079**  
**Enter Passcode: 346756**

*For Public Comment, use the **“Raise Hand”** feature if on the video call when prompted. If dialing in, please **dial \*9 to “Raise Hand”** when prompted*

*Meeting materials are available on the BCVWD’s website:*  
<https://bcvwd.org/document-category/fa-committee-agendas/>

**CALL TO ORDER**

**TELECONFERENCE VERIFICATION**

**ROLL CALL**

	<b>David Hoffman, Chair</b>
	<b>Lona Williams</b>

	<b>Covington (alternate)</b>
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**PUBLIC INPUT**

**PUBLIC COMMENT: RAISE HAND OR PRESS \*9 for Public Comment** or to request to speak when prompted. At this time, any person may address the Finance and Audit Committee on matters within its jurisdiction which are not on the agenda. However, any non-agenda matters that require action will be referred to staff for a report and possible action at a subsequent meeting. Please limit your comments to three minutes. Sharing or passing time to another speaker is not permitted.

**ACTION ITEMS**

1. **Adjustments to the Agenda:** In accordance with Government Code Section 54954.2, additions to the agenda require a 2/3 vote of the legislative body, or if less than 2/3 of the members are present, a unanimous vote of those members present, which makes the determination that there is a need to take action, and the need to take action arose after the posting of the agenda.
  - a. Item(s) to be removed or continued from the Agenda
  - b. Emergency Item(s) to be added to the Agenda
  - c. Changes to the order of the agenda
  
2. **Draft BCVWD Fiscal Year 2022 Operating & Capital Improvement Budget Preliminary Finances** (pages 4 – 124)
  
3. **Review of 2022 Budget Meeting Schedule**

**ADJOURNMENT**

**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 Finance and Audit Committee in connection with a matter subject to discussion or consideration at a meeting of the Finance and Audit Committee 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 Committee 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 Committee Members, except that if such writings are distributed one hour prior to, or during the meeting, they will be made available on the District website: [www.bcvwd.org](http://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 Finance and Audit Committee 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 Office, located at 560 Magnolia Avenue, Beaumont, California, up to 72 hours prior to the Finance and Audit Committee Meeting.

**REQUIREMENTS RE: DISABLED ACCESS** - In accordance with Government Code §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](mailto:info@bcvwd.org) or in writing at the Beaumont-Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, California 92223.

#### **CERTIFICATION OF POSTING**

On or before Nov. 18, 2021, a copy of the foregoing notice was posted near the regular meeting place of the Finance and Audit Committee of the Beaumont-Cherry Valley Water District and to its website at least 72 hours in advance of the meeting (Government Code §54954.2(a)).



**Beaumont-Cherry Valley Water District  
Special F&A Committee Meeting  
November 22, 2021**

Item 2

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Draft BCVWD Fiscal Year 2022 Operating & Capital Improvement Budget

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**Staff Recommendation**

No recommendation. Information for discussion regarding draft budget document.

**Background**

The Finance and Administration prepares the annual Operating and Capital Improvement Budget. In the past, the department has prepared the projected financials for presentation at the budget workshop scheduled in early December, with the intention of submitting the full budget document to the Board for approval before year end.

The Finance and Audit Committee (Committee) is an integral part of the process, providing comments and inquiries into the process to ensure transparency and emphasize fiscal responsibility.

Staff has accelerated the budget timeline to provide a draft of the full budget report to allow the Committee members to review the document multiple times before being submitted to the Board for the budget workshop.

**Fiscal Impact**

The proposed 2022 Operating & Capital Improvement Budget includes the proposed gross revenues in the amount of \$26,936,000 and the proposed gross expenses in the amount \$21,823,800.

**Attachments**

- Attachment A – 2022 Operating & Capital Improvement Budget (DRAFT)

## Board of Directors



Daniel Slawson  
President



Lona Williams  
Vice-President



Andy Ramirez  
Secretary



David Hoffman  
Treasurer



John Covington  
Director

## General Manager



Daniel Jagers

## BCVWD Staff



*Prepared by the Finance and Administrative Services Department*

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DRAFT

# Transmittal Letter

DRAFT

## **Budget Message--DRAFT**

*December 21, 2021*

### **To the Board of Directors, Customers, and Stakeholders of the Beaumont-Cherry Valley Water District:**

For over one hundred years, the Beaumont-Cherry Valley Water District (District) has provided residents and businesses in the City of Beaumont and the community of Cherry Valley with a safe and reliable water supply.

The purpose of this budget is to provide customers, the Board of Directors, and other stakeholders with reliable financial information about the District. Through the process of planning and preparing the budget, the District assesses its plans and goals for the foreseeable future by identifying and estimating the spending of financial resources.

The budget was prepared after considering major policy issues that impact District revenues such as reasonable water conservation efforts and changes in the local rate of development.

The fundamental theme of the document is to present a balanced Budget with conservative estimates for revenues and realistic expense projections.

### **Notable Accomplishments--DRAFT**

In February 2020, the District was awarded \$1.5 million in federal funding that is to be matched by BCVWD in the implementation of the conversion from manual read meters to radio read meters, the Automatic Meter Reading/Advanced Metering Infrastructure (AMR/AMI) Project. This project would replace all of the District's 19,000+ water meters with current automatic read technology, saving staff time, reducing errors and eliminating wear and tear on District vehicles, while offering a new and informational data set for detecting leaks within the transmission and distribution system. District staff continued to support local area development. District staff completed the replacement of 18 service lines on Beaumont Avenue and Magnolia Avenue, as well as, oversight and inspection of a contractor installed extension of the 11th Street Water main in support of the City's 2020 road improvement project. District staff also provided support to CalFire during the Apple and El Dorado fires as well as to Riverside County Flood Control, and bolstered District facility protections in preparation of possible post fire flood and debris flow activities to protect District facilities and the communities of Beaumont and Cherry Valley.

### **Short- and Long-Term Issues Impacting the Budget**

#### *Water Rates*

The District Board of Directors approved proposed changes to water rates and service charges following a public hearing on February 27, 2020, after a seven-month evaluation by an independent financial expert who studied the then-current rate structures and cost of service, balancing revenue needs with mitigating rate increases for customers. The study revealed the need for new rates and charges based on increasing operating, maintenance and capital replacement costs, which went into effect on March 1, 2020. Fiscal Year 2022 will be the third of a five-year period in which rates will be increased. These adjustments will provide a stable financial plan which ensures charges reflect the current and future cost recovery.

Prior to the Emergency Declaration associated with the COVID-19 pandemic, the economic health in the District's service area was very strong and unemployment rates were near all-time lows. The District has observed an increase in consumption over 2019 to date, and as such the economic impacts of the pandemic-induced shutdown and subsequent partial progress of re-opening actions by State and County officials do not appear to be having as adverse of an impact on water consumption and associated payment of water bills as was anticipated at the onset of the shutdown.

### *Delta Conveyance Project*

California's largest supply of clean water is dependent on an aging and inefficient system that cannot adequately store water when it is available. The proposed solution, the Delta Conveyance Project (DCP), will provide an alternate delivery pathway through the Delta, thereby reducing risk from earthquakes, climate change impacts (including sea level rise), and provide reliable water while protecting the environment. Part of the cost to fix California's primary water delivery system will be paid for by SWP contractors and other public water agencies that rely on the supply. The California Department of Water Resources is pursuing a new environmental review and planning process for a single tunnel solution to modernize Delta conveyance. The Delta Conveyance Authority (DCA) developed a preliminary cost estimate for the DCP, and while it is still very early in the planning process, it is in the DCA's opinion that there is a 50% probability that the DCP will cost \$15.9 billion in 2019 dollars. The San Geronio Pass Water Agency's (SGPWA) proportionate share of the estimated \$15.9 billion cost would range from about \$194 million up to \$318 million depending on participation level.

### *Sites Reservoir*

The District Board continues to provide authorization to participate as a member of the Sites Reservoir Project, a new off-stream water storage project that was contemplated as part of the initial discussions to increase opportunities for flood protection and water storage in the geographic area north of the Bay Delta. Currently in the planning stages, this reservoir is envisioned to have a maximum storage capacity of 1.5 million acre-feet (MAF), which will have the ability to store water during wet hydrologic years and release water during dry periods. The revised project is estimated to cost approximately \$3 billion, (2019 \$), down from an initial project estimate of over \$5 billion. Although it is too early in the planning process to determine the final cost to participating members, the District's Board has authorized a participation level of 4,000 acre-feet per year (AFY) of supply in conjunction with the SGPWA's 10,000 AFY of supply participation during the planning phase of this project.

### *Increasing CalPERS Costs*

Considerations at the state level include the various policy decisions presided over by the CalPERS Board that can have direct bearing on the District's financial obligations to the pension fund. There are three key policy areas that affect the District and by causing contribution amounts to change and the measurements of unfunded accrued liability to fluctuate. Those policy areas include: asset allocation across investment portfolios, which, in turn affects the second area; discount rate (or rate of return on investments of the fund); and the amortization policy, which governs the payment of unfunded accrued liability. In December 2016, the Board adopted a policy to lower the discount rate (or rate of return) from 7.5% to 7% with a three-year phase in beginning with fiscal year 2016-17. As of fiscal year 2019, the lowered discount rate of 7% was fully implemented. Implications for the District include

higher pension costs and considerations of establishing a stabilization fund in order to build budget resiliency against future policy changes by the CalPERS Board.

### **Budget Summary**

In summary, staff is proposing a budget that has estimated gross revenues of \$26,936,000 which includes \$18,727,000 of operating revenues, \$7,115,000 of capacity charges (facilities fees), and \$1,094,000 of other non-operating revenues.

The estimated gross operating expenses of \$21,823,800 allows a set aside for the Capital Replacement Fund of \$975,200, with \$104,000 of that amount earmarked for the District's Other Post-Employment Benefits (OPEB) Liability and \$45,000 for the Pension Liability. To date, the District has no mechanism for contributing the set aside amounts for the OPEB or Pension Liabilities either to a trust fund or to the OPEB and Pension plans themselves, but will track all funds earmarked for these purposes in the District's accounting system.

The District continues to be debt free.

### *Revenues*

The District receives funding from domestic water sales and service charges, agricultural water sales, grants, investment income, charges for miscellaneous services, and capacity charges that support future development. Water sales and pass-through charges are 65.6 percent of gross budgeted revenues in the budget for fiscal year 2022.

A significant source of future funding contributions continues to be the use of reserves for capital improvement projects. Those funds were set aside to start and complete capital projects identified as necessary and planned for in the District's 2017 and 2018 Ten Year Capital Improvement Plan (CIP).

### *Expenses*

The Beaumont Basin relies on imported water to protect and replenish groundwater supplies. The District's largest operating expense is for the purchase of imported water from the State Water Project (SWP). In fiscal year 2022, \$4,349,000, 19.9 percent of gross operating expenses, is appropriated for SWP water purchases of 10,900 acre-feet (AF). As a cost recovery district, the water purchases are intended to be financed through pass-through charges.

Salaries and benefits make up 35.1 percent of total budgeted operating expenses and include 42 full-time positions to address functions critical to providing service in accordance with best management practices.

### *Capital Improvement Budget (CIB)*

In March 2017, the Board of Directors adopted the 10 Year Capital Improvement Plan (FY 2017-2026) (CIP). The CIP was subsequently updated in March 2018. The CIP is designed to show how the District will build, maintain, and manage the assets needed to produce, treat, and distribute water while keeping costs as low as possible. This planning tool provides the framework for District investments over a ten-year horizon, while providing the flexibility to adapt to changing infrastructure needs and opportunities as they arise.

The Capital Improvement Budget (CIB) presented in this document includes only the next five years of the CIP as updated by the Board in March 2018. Any additions or changes to the CIP are documented in the CIB.

Respectfully Submitted,

Daniel Jagers  
General Manager

Dr. Kirene Manini  
Director of Finance and Administrative Svc.

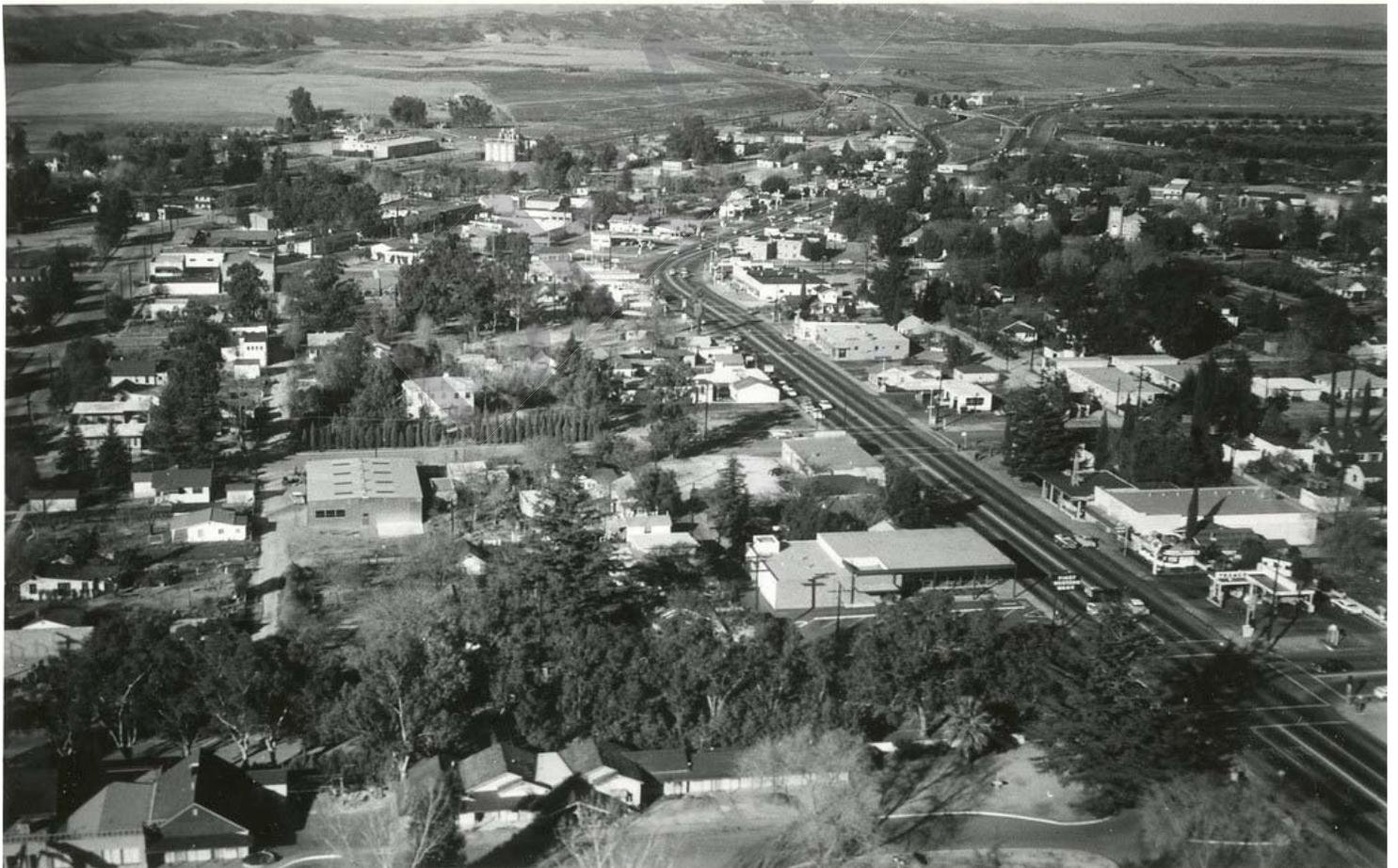
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# Overview

## About the Community

### History

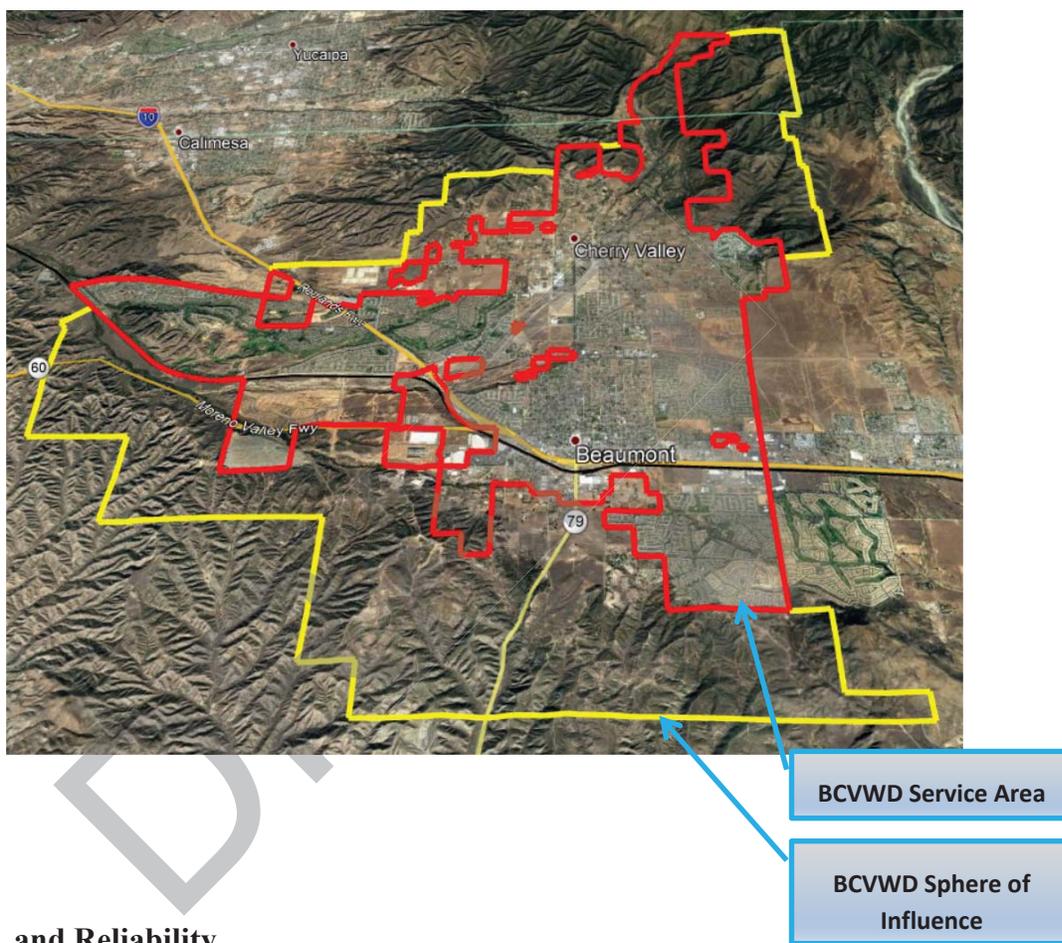
The origin of the District dates back to the latter part of the 1800's when the Southern California Investment Company was the owner of the land that currently is the City of Beaumont and the community of Cherry Valley. The Company intended to build a system of water lines for the purpose of developing subdivisions throughout the Beaumont and Cherry Valley areas. The area started to develop in the late 1880s and in 1912 the community of Beaumont was incorporated. The District was formed in 1919 as the Beaumont Irrigation District under California Irrigation District law, Water Code Section #20500 et seq. The name was changed to the Beaumont-Cherry Valley Water District in 1973. The District owns 575 acres of watershed land in Edgar Canyon in San Bernardino County and 949 acres of watershed in Riverside County. Edgar Canyon is named after Dr. William F. Edgar, a military doctor who was in charge of a number of hospitals during the Civil War. Dr. Edgar appreciated the beauty of the land and purchased it in 1859. He planted fruits and vineyards and later established the first winery. Over the years, both the name and the mission of the District have changed. Today, the Beaumont-Cherry Valley Water District continues to develop programs and policies that ensure a supply of water for the area's growing population.



## Service Area

The District's present service area covers approximately 28 square miles, virtually all of which is in Riverside County, and includes the City of Beaumont, the community of Cherry Valley, and some small areas of Calimesa.

**Figure 1**  
**BCVWD Service Area**



## Water Services, Supply, and Reliability

The District has both a potable and non-potable water distribution system. At the end of September 2021, the District had a total of 19,995 connections, an increase of 336 connections since September 30, 2020, 93.1 percent of which are for single family residences.

The District has a total of 24 wells and 15 reservoirs ranging in size from 0.5 million gallons (MG) to 5 MG. Total storage is approximately 23 MG. Today, the District continues to develop programs and policies that ensure a supply of water for the area's growing population and include recharge of local area storm water and imported water from the State Water Project.

Of significance to its programs and goals, the Board authorized the purchase of 78.8 acres of land, and eventually constructed the Noble Creek Recharge Facility for the recharge of imported water from the State Water Project. In the future, storm runoff and possibly highly treated recycled water may be recharged at the facility. These water

sources would receive additional natural treatment as they recharge the groundwater much like rain and runoff, which are naturally treated as they seep into the ground to become groundwater.

The District’s water supplied for the year ended December 31, 2020 of 13,818 acre-feet (AF) was comprised of 10,577 AF of imported water (76.6%), 1,279 AF of groundwater from Edgar Canyon (9.2%), and a 1,962 AF allocation of unused overlying water rights (14.2%) as determined by the Beaumont Basin Watermaster. Groundwater is pumped from Edgar Canyon and the Beaumont Basin. The allocation of unused overlying water rights within the Beaumont Basin is derived from a calculated volume of available water not produced by Overlying Parties and distributed to the Beaumont Basin Appropriators.

### Local Economy and Profile

The District is located within Riverside County, the fourth largest county in the State. Riverside County and San Bernardino County comprise the Inland Empire which is one of the fastest growing metropolitan areas in the nation. The Inland Empire covers approximately 27,000 square miles with a population of about 4.6 million. Riverside County has a population of 2.4 million people and of this, the District serves approximately 60,800 between the City of Beaumont and the community of Cherry Valley. According to the State Department of Finance, Beaumont was the fastest growing California city of those with populations exceeding 30,000 in 2019. Table 1 below presents additional demographic and economic statistics for the City of Beaumont and the County of Riverside.

The District’s customer base currently is comprised of mostly residential and commercial customers. Large consumers remain consistent year to year with the City of Beaumont, Beaumont Unified School District, K Hovnanian’s Four Seasons, Highland Springs Country Club, and TNT Blanchard General Eng Inc. rounding out the top five users.

According to US Census Bureau projections, median household incomes within the City of Beaumont of \$84,105 are 26 percent higher than for the County of Riverside at \$67,005, and 12 percent higher than the State-wide median household income of \$75,235. Housing prices in the District’s service area continue to remain steady. The median value of a single family owner-occupied housing unit in the vicinity of the City of Beaumont is \$419,631, up 16.5 percent over the past year.

**Table 1**  
**Demographic and Economic Statistics**

Demographic and Economic Statistics Last Ten Years					
Calendar Year	Population	County of Riverside			
		Median Household Income	Per Capita Personal Income	Unemployment Rate	
2011	38,553	\$ 58,365	\$ 24,516	12.9%	
2012	39,353	57,096	23,863	14.2%	
2013	40,424	56,529	23,591	14.9%	
2014	42,117	63,523	23,660	14.3%	
2015	43,629	56,603	23,783	12.9%	
2016	45,349	57,972	24,443	11.3%	
2017	46,179	60,807	25,700	4.3%	
2018	49,630	63,948	27,142	4.1%	
2019	51,475	67,005	28,596	3.6%	
2020	52,686	67,005	28,596	8.6%	

**Sources:**  
Population Source: State of California Department of Finance;  
County Source: Riverside County Economic Development Agency

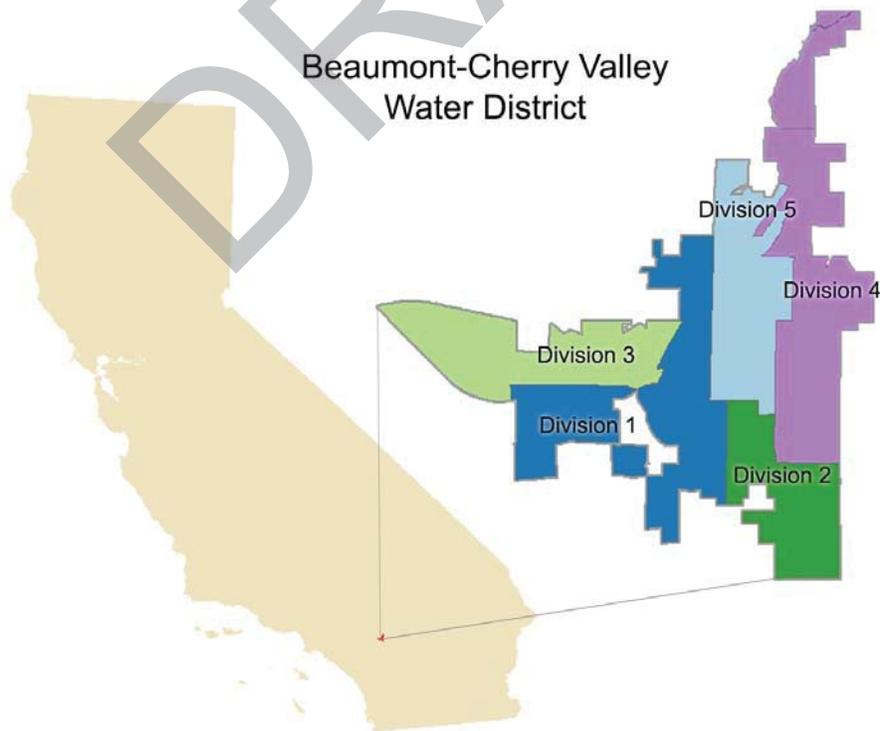


## About the Beaumont-Cherry Valley Water District

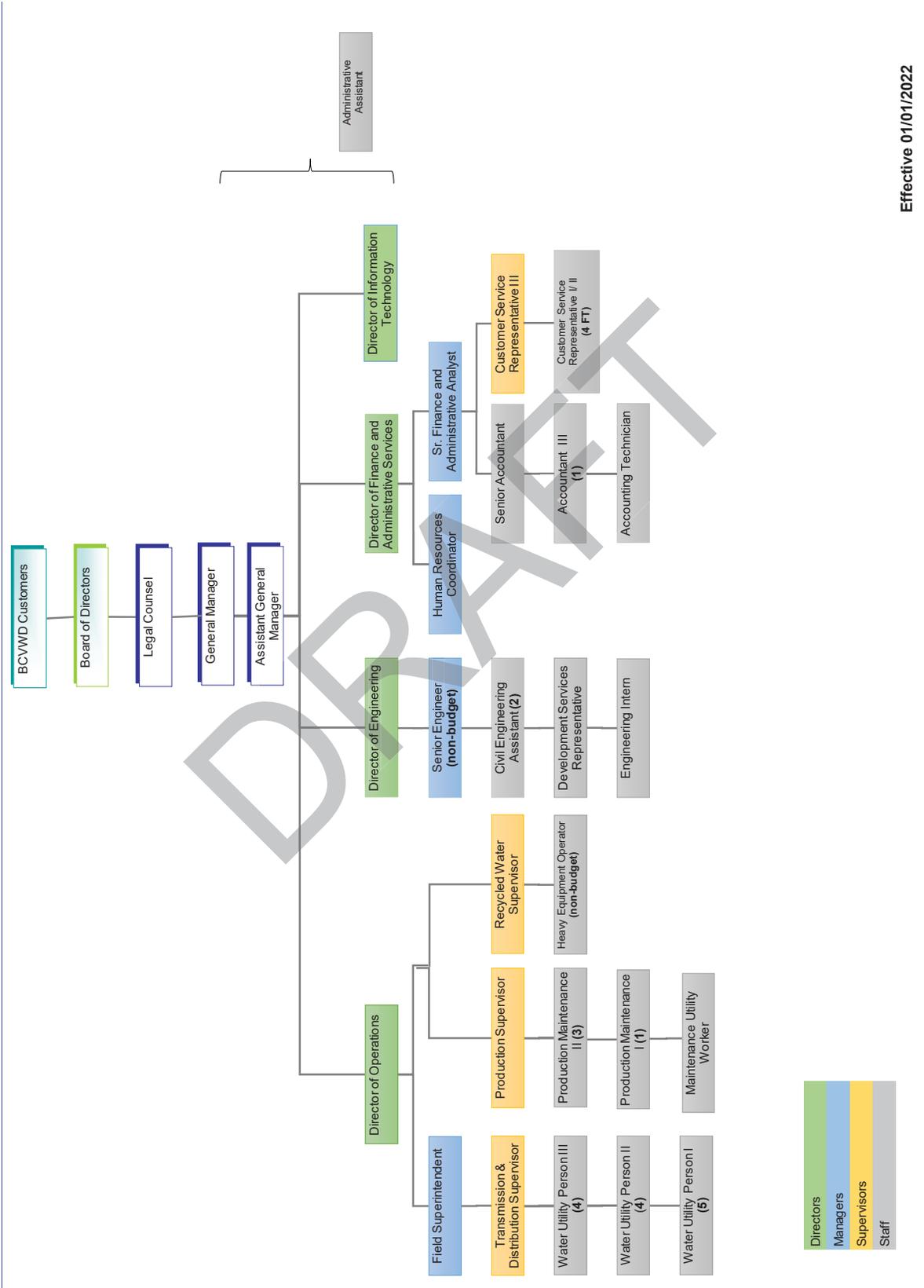
### District Governance

The District's Board of Directors is comprised of five members elected at-large by voters to serve a four year staggered term and must be a resident of the division they represent. The District operates under a Board-Manager form of government. The General Manager is appointed by the Board, and administers the daily affairs of the District and carries out policies of the Board of Directors. The Board of Directors meets twice a month, on the second Wednesday and fourth Thursday of the month. Each year the Board of Directors adopts an operating budget prior to the new fiscal year. The budget authorizes and provides the basis for reporting and control of financial operation and accountability for District funds.

Board of Directors	Division Represented	Term Expiration
Daniel Slawson, President	Division 3	December 2, 2022
Lona Williams, Vice President	Division 2	December 6, 2024
Andy Ramirez, Secretary	Division 1	December 6, 2024
David Hoffman, Treasurer	Division 5	December 2, 2022
John Covington	Division 4	December 2, 2022



BCVWD Organization Chart 2022



Effective 01/01/2022

## Accounting, Budgeting, and Rate-Setting Structure

### Basis of Budgeting: Proprietary Fund Accounting

The District's Proprietary Fund recognizes revenues when they are earned, and expenses when the liability is incurred. Unbilled water utility revenues are accrued at year end. The District's financial reporting structure is fund-based. A fund is defined as a separate, self-balancing set of accounts, used to account for resources that are segregated for specific purposes in accordance with special regulations, restrictions, or limitations. There are two types of proprietary funds – enterprise funds and internal service funds. Both fund types use the same Generally Accepted Accounting Principles (GAAP), similar to businesses in the private sector.

GAAP requires full accrual accounting. Revenues are recognized in the accounting period in which they are earned and expenses are recognized in the accounting period incurred. Both enterprise and internal service funds recover the full cost of providing services (including capital costs) through fees and other revenues, and charges on those who use their services.

The District reports all activity in one enterprise fund, the Water Fund, which is intended to be entirely or predominantly supported from user charges or rates for water service. Operations are accounted for in a manner to show a profit or loss, on a basis comparable with industries in the private sector. Occasionally, rate adjustments are needed to ensure that the fund maintains adequate cash balances to cover operating costs, debt service, and capital repairs and replacements.

### What is a Budget?

The calendar 2022 budget provides the following functions:

1. A Policy Document

The budget links desired goals and policy direction to the actual day-to-day activities of the District.

2. An Operational Tool

The budget directs the operation of the District. Activities of each function or department have been formalized and described in the chapter Budget by Department. This process helps maintain an understanding of the various enterprises of the District, how they relate to each other and to the goals and policies of the District and the Board.

3. A Financial Planning Tool

The budget is a financial planning tool. A balanced budget must be adopted by the Board of Directors and in place, prior to the expense of District funds on January 1. The budget provides the authority to spend District funds.

4. A Link with the Community

Transparency: The budget provides an opportunity to allow and encourage public review of District operations. The document describes the activities of the District, the reason or cause for those activities, future implications, and the direct relationship to constituents.

## Budget Planning and Preparation

Budget preparation begins in July of each year with the departments reviewing their expense accounts to determine if any mid-year adjustments are needed and to prepare for the requirements for the following fiscal year. An annual kickoff meeting is scheduled in August to discuss the upcoming timeline, process, and required forms and documents for requests. The budget requests are reviewed by the Director of Finance and Administrative Services and recommendations are presented to the General Manager by October. The budget is presented to the Board of Directors in December and includes information from prior years, projections on the current year, and an explanation of the changes from year to year. Below is the budget calendar for fiscal year 2022.

### Key Budget Dates – Budget Calendar - Fiscal Year 2022

June 1, 2021	Draft Timeline prepared by Finance
June 29, 2021	Mid-Year Budget Workshop with departments
July 8, 2021	Accounting staff finalizes budget calendar based on budget workshop deadline
July 13, 2021	Accounting staff reviews and updates all budget related forms
July 15, 2021	Excel worksheets for each department prepared
July 20, 2021	Department Kickoff Meeting (Operation Budget Workshop)
August 9, 2021	Department Kickoff Meeting (CIP Budget Workshop)
September 8, 2021	Deadline for Personnel Requests
September 14, 2021	Accounting/Payroll update Salary schedule based on CPI/MOU
September 29, 2021	Deadline for Operational Budget requests
September 30, 2021	Deadline for requests on new Capital Improvements, Capital Outlay Equipment
October 7, 2021	Department Goals and Accomplishments
October 18, 2021	Final Projections review
October 21, 2021	Draft Organization chart based on personnel requests
October 28, 2021	Deadline for Draft Revenue and Expense; including Personnel and CIP
November 4, 2021	Finance and Audit Committee reviews Draft Revenue and Expenses
November 15, 2021	Draft Operating and Capital Improvement Budget document
November 22, 2021	Special Finance and Audit Committee Meeting to review Budget document draft
December 2, 2021	Finance and Audit Committee Meeting to review Budget document changes
December 8, 2021	Budget Workshop; presentation to the Board
December 21, 2021	2022 Operating and Capital Budget submitted for Review and adoption
December 28, 2021	New General Ledger accounts created
December 29, 2021	Budget upload to Springbrook software system
January 1, 2022	Fiscal 2022 Budget takes effect

## **How Does the Budget Compare to the Annual Financial Report?**

The budgetary management of District funds is based on the “bottom line” and whether the expenses, including capital replacements, are supported by revenue. BCVWD uses its reserve balances or “ending reserves”, to evaluate its funds.

Some of the common differences between a GAAP-based Annual Comprehensive Financial Report (ACFR) and a budgetary basis of accounting are as follows:

- Under a budgetary basis, the receipt of debt proceeds, capital outlays (including the capital improvement program) and debt service principal payments are reported as non-operating revenues and expenses. Depreciation expense is not reported, except for informational purposes only
- The opposite is true under a GAAP-based ACFR: capital outlays are reflected as additions to assets on the balance sheet and depreciated over their useful lives. Debt proceeds are shown as a liability and principal expenses on debt service are reflected as a reduction of a liability
- The timing of revenue and expenses are the same under both a GAAP-based ACFR and a budgetary basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred

## **Proposition 218**

The need for a rate increase can dictate the timing of the budget process. Proposition 218, officially titled the “Right to Vote on Taxes Act,” was approved by California voters in 1996. It amended the State Constitution, and established additional procedural requirements, and limitations on new and increased taxes, assessments, and property-related fees and charges.

For special districts such as BCVWD, any fees or charges imposed on persons as an incident of property ownership (water commodity charges, service charges, related late charges and fees, sanitation fees, etc.) must comply with the requirements of this law. Specifically, the District must notify all affected property owners 45 days prior to a public hearing on any proposed rate increase. During that 45-day period, the property owner may choose to protest the increase by submitting a written form to that effect. The proposed fee or increase is prohibited, if written protests constitute a simple majority.

Substantive requirements of Proposition 218 include restrictions on expenses that may be included in the fee or rate. For example, revenues cannot exceed the costs required to provide the property related service, and revenues from the fee cannot be used for any purpose other than that for which it was imposed. These requirements suggest that an agency develop cost of service studies that document the costs for which their fees and rates are imposed, utilizing appropriate industry principles and guidelines.

## **Budget Control and Amendment**

Throughout the budget period management staff are responsible for monitoring their department’s budgets. Finance staff provide tools for managers to review their budgets at any time. In addition to the budget process, staff presents a monthly budget report to the Board for review and approval. This report updates the Board on the progress of all operating revenues and expense for all funds. The Finance and Audit Committee also undertakes a comprehensive mid-term and mid-year review of the District’s operating budget, which is then submitted to the full Board. If during the mid-year budget review or during the budget presentation to Finance and Audit Committee it is determined that

a significant adjustment is needed, then finance staff will work with managers to prepare the request for the Board of Directors to approve.

The General Manager is responsible for keeping the expenses within budget allocations and may adopt budget policies necessary to carry out that responsibility. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the Board or reallocated by the General Manager as described in this budget.

The General Manager may exercise discretion in the administration of the Budget to respond to changed circumstances, by requesting budget amendments between line items within their department. Budget transfers between departments must be approved by each department director and the General Manager. Any single modification in excess of \$50,000, shall require approval by the Board. Any addition to the budget shall also require approval by the Board. All budget transfers are documented and tracked in the District's computerized financial system and reported to the Finance and Audit committee at their regular meetings on the first Thursday of each month.

The General Manager may authorize the hiring of full-time staff as necessary, as long as the position or classification has been authorized by the Board. In addition, the General Manager may authorize the hiring of temporary or part-time staff as needed.

The General Manager's Declaration of a District Emergency is a public acknowledgement of the serious situation the District faces, and that the District's resources may not be adequate to respond to the emergency. The Board of Directors, in consultation with the General Manager, may delegate to the General Manager the authority to suspend competitive bidding and enter into emergency contracts of up to two-hundred fifty thousand dollars (\$250,000), as authorized by Public Contract Code §20567 and §22050. The Board must ratify the declaration within fourteen (14) days at a regular, special or emergency Board meeting.

## **Financial Guidelines and Policies**

### **General Financial Goals**

- Ensure delivery of an adequate level of water-related services, by assuring reliance on ongoing resources and maintaining an adequate financial base
- Ensure the District is in a position to respond to changes in the economy or new service requirements, without an undue amount of financial stress
- Assure ratepayers that the District is well-managed financially
- Adhere to the highest accounting and management policies as set by Government Finance Officers Association (GFOA), Governmental Accounting Standards Board (GASB), and other professional standards for financial reporting and budgeting

### **Cash and Investments**

The District maintains cash and investment programs in accordance with the Investment Policy, which is intended to provide a guideline for the prudent investment of surplus cash, reserves, trust funds, and restricted monies and to outline a policy for maximizing the efficiency of the District's cash management system in compliance with Section 53646 of the Government Code of California. The policy applies to all financial assets of the District as

accounted for in the audited financial statements. The primary objectives of the District's investment activities, in order of priority, are safety of principal through the mitigation of both credit and market risk, maintenance of the liquidity necessary to meet cash flow needs and, lastly, return on investment.

## **Operating Budget Guidelines**

Based on the District's definition of a balanced budget, current operating expenses will be paid from current revenues and reserves carried forward from the prior year. Additional personnel will only be requested to meet program initiatives and policy directives after service needs have been thoroughly examined, and it has been determined that additional staffing will result in increased revenue, enhanced operating efficiencies, or service levels.

## **Reserve Policy**

This policy, incorporated with Board of Directors Resolution 2010-10, adopted on July 14, 2010, identifies restricted reserves as Future Capital Commitments, Funds Held for Others, and Debt Service. Board designated unrestricted reserves are identified in the policy as Emergency, Capital Replacement, and Operations.

### *Designated Reserves*

#### 1. *Emergency Reserve*

The purpose of the Emergency Reserve is to ensure continued service to the District's customers and service areas for events which are impossible to anticipate and budget for. The Emergency Reserve is adjusted annually to a minimum of 15 percent of the annual operating budget.

#### 2. *Capital Replacement Reserve*

The Capital Replacement Reserve is earmarked for the purchase of operating equipment, physical plant, infrastructure, water conservation projects and other capital items. They are designed to stabilize funding for capital by accumulating "pay as you go" reserves available for necessary capital purchases. The Capital Replacement Reserve is funded through any sources other than capacity fees, including operating revenues, and is available for capital improvements.

#### 3. *Reserve for Operations*

The Reserve for Operations is to be used for working capital purposes and to ensure continuity of customer services regardless of cash flow. This Reserve is adjusted annually to a minimum amount sufficient to pay for three months of budgeted operating expenses, not exceeding a maximum of six months of budgeted operating expenses. Adequate reserves, along with sound financial policies, provide financial flexibility in the event of unanticipated expenses or revenue fluctuations.

## *Restricted Reserves*

### *1. Reserves for Future Capital Commitments*

Reserves for Future Capital Commitments are established by resolution to ensure that specific fees are set aside to provide for expansion of the domestic water system. The annual minimum funded is represented by fees collected during the year. Appropriation of these reserves is done through Board action and funds appropriated to these reserves are invested in the same manner as other District investments, with interest earnings on the restricted reserves credited in a logical and systematic manner.

### *2. Reserves for Funds Held for Others*

Reserves for Funds Held for Others are established by the Board to be used to segregate funds held for others, such as refundable or prepaid deposits and are adjusted to equal the amount of funds held for others at year-end. Funds appropriated to these reserves are invested in the same manner as other District investments.

### *3. Debt Service Reserve*

The Debt Service Reserve is established to be used to provide for the repayment of debt. This reserve is maintained at the minimum required by funding covenants and funds appropriated to these reserves are invested in the same manner as other District investments, with interest earnings on the restricted reserves credited in a logical and systematic manner.

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## Operating Budget – Water Enterprise Fund



## How is Water Measured?

### What is one hundred cubic feet (CCF) of water?

This is the unit of measure used when measuring and billing water to domestic water customers. One hundred cubic feet of water, or one CCF, is equal to 748 gallons of water. For reference, a typical bath tub holds 50 gallons of water. It takes approximately 15 bath tubs full of water to equal one CCF.

### What is an acre-foot of water?

Water is commonly measured by the acre-foot (AF). The acre-foot measurement is what is used when the District imports large quantities of water from the San Geronio Pass Water Agency (SGPWA) by way of the California State Water Project (SWP).

One acre-foot equals 325,851 gallons. Put another way, an acre-foot of water is enough to flood a football field - which is roughly an acre in size - one foot deep.

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### Actual Water Production

Actual water production from January through September was up 133,450 CCF in fiscal year 2021 versus the same time period in fiscal year 2020. A suspected reason for the increase in consumption is warmer and drier weather than experienced in 2020 over the same period.



### Rate Structure

The District bills every two months (bi-monthly), resulting in six total bills per year for most customers. The existing rate structure for potable water consists of a bi-monthly fixed charge based on meter size and by customer classification.

Each customer classification type is assigned a different monthly fixed charge to reflect the difference in the cost of providing service to them. The classifications for the water meter service charges are:

1. Domestic/ Commercial/ Non-potable: Single family residential, single business commercial unit, or nonpotable water service unit per meter.
2. Multiple Residential/ Multiple Commercial: Residential or commercial customers with multiple units on one meter. For example, an apartment building would fall into this classification.

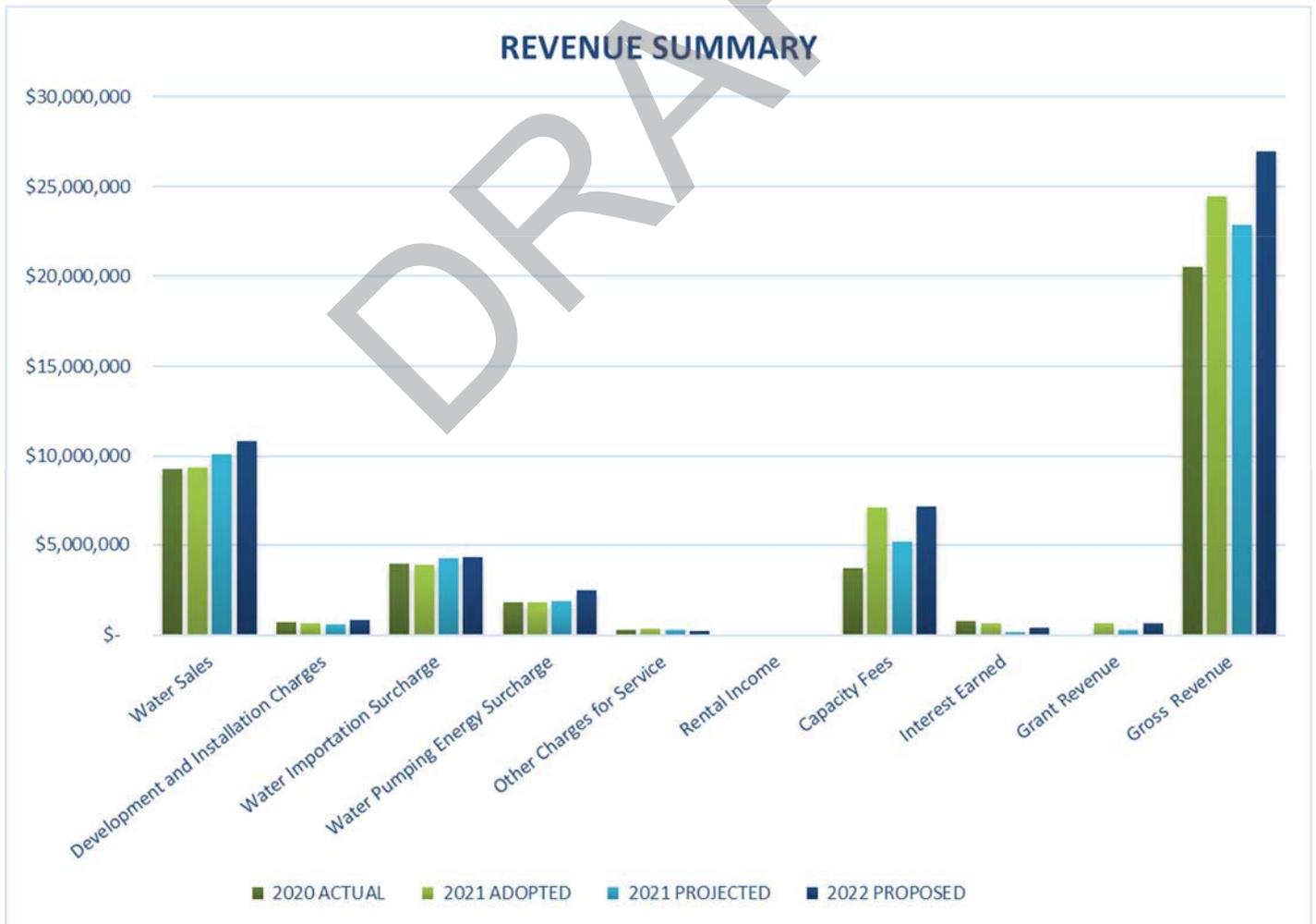
Bi-Monthly Potable and Non-Potable Water Meter Service Charges				
Meter Size	January 2021	January 2022	January 2023	January 2024
5/8"	\$24.17	\$25.87	\$27.69	\$29.63
3/4"	\$33.31	\$35.65	\$38.15	\$40.83
1"	\$51.62	\$55.24	\$59.11	\$63.25
1 1/2"	\$97.39	\$104.21	\$111.51	\$119.32
2"	\$152.30	\$162.97	\$174.38	\$186.59

Additionally, all customers pay a commodity rate by customer class on all water consumption. These rates are shown in the table below. Domestic residential customers pay a three-tiered rate based on consumption at each tier level. All other customers pay a uniform rate per CCF consumed. Additionally, the District passes through imported water charges and the cost of power to transmit and distribute water to all customers.

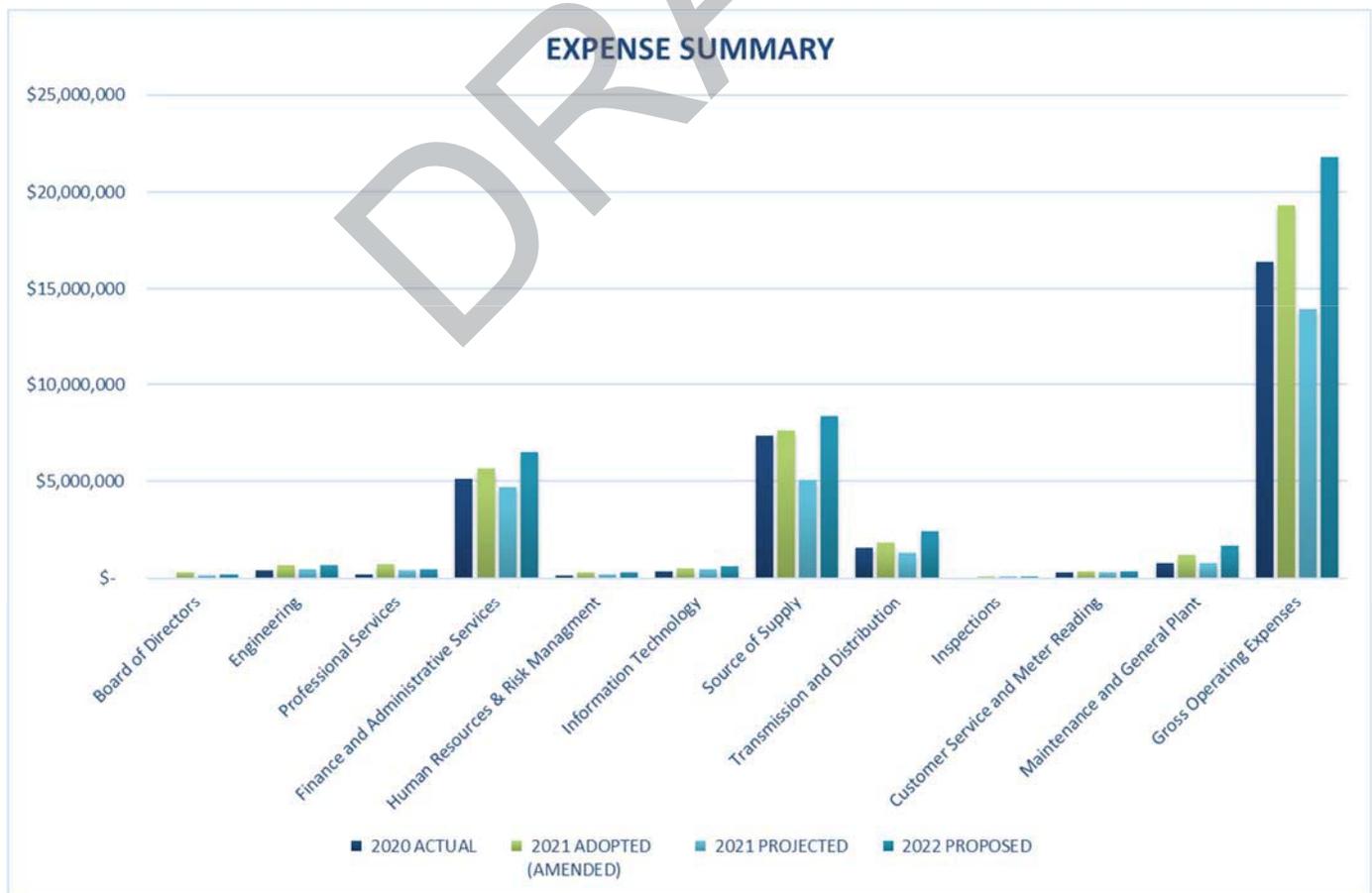
Bi-Monthly Potable and Non-Potable Water Commodity Rates					
Customer Class	Monthly Tiers (CCF)	January 2021	January 2022	January 2023	January 2024
<b>Single Family</b>					
Tier 1	16	\$0.71	\$0.76	\$0.82	\$0.88
Tier 2	34	\$0.81	\$0.87	\$1.01	\$1.09
Tier 3	34+	\$1.46	\$1.57	\$1.68	\$1.80
<b>Multi-Family</b>	Uniform	\$1.09	\$1.17	\$1.26	\$1.35
<b>Commercial/Industrial</b>	Uniform	\$1.02	\$1.10	\$1.18	\$1.27
<b>Fire Service</b>	Uniform	\$1.26	\$1.35	\$1.45	\$1.56
<b>Landscape Irrigation</b>	Uniform	\$1.14	\$1.22	\$1.31	\$1.41
<b>Schedule Irrigation</b>	Uniform	\$1.14	\$1.22	\$1.31	\$1.41
<b>Construction</b>	Uniform	\$1.26	\$1.35	\$1.45	\$1.56
<b>Non-Potable</b>	Uniform	\$0.96	\$0.96	\$0.96	\$0.96
<b>State Water Project (SGPWA)</b>		<i>Pass-Through</i>	<i>Pass-Through</i>	<i>Pass-Through</i>	<i>Pass-Through</i>
<b>SCE Power Charge (Pumping)</b>		<i>Pass-Through</i>	<i>Pass-Through</i>	<i>Pass-Through</i>	<i>Pass-Through</i>
<b>Non-potable Water Supply</b>		<i>Pass-Through</i>	<i>Pass-Through</i>	<i>Pass-Through</i>	<i>Pass-Through</i>
<b>Non-potable Water Power</b>		<i>Pass-Through</i>	<i>Pass-Through</i>	<i>Pass-Through</i>	<i>Pass-Through</i>

## Financial Summary – Water Enterprise Fund

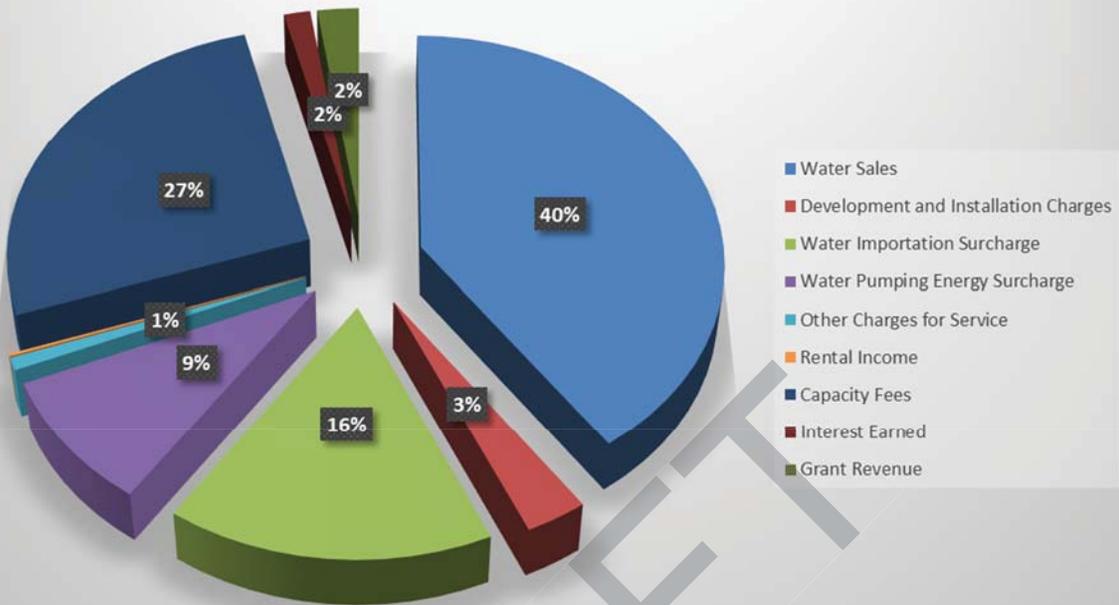
	2020 ACTUAL	2021 ADOPTED	2021 PROJECTED	2022 PROPOSED	CHANGE
<b>Operating Revenue</b>					
Water Sales	\$ 9,175,900	\$ 9,412,233	\$ 10,130,500	\$ 10,842,000	\$ 1,429,767
Development and Installation Charges	712,900	660,000	581,300	834,000	174,000
Water Importation Surcharge	3,951,500	3,870,300	4,278,600	4,349,000	478,700
Water Pumping Energy Surcharge	1,820,400	1,816,800	1,901,600	2,467,000	650,200
Other Charges for Service	272,000	329,290	287,300	235,000	(94,290)
<b>Total Operating Revenue</b>	<u>15,932,700</u>	<u>16,088,623</u>	<u>17,179,300</u>	<u>18,727,000</u>	<u>2,638,377</u>
<b>Non-Operating Revenue</b>					
Rental Income	\$ 23,100	\$ 26,318	\$ 26,500	\$ 46,000	\$ 19,682
Capacity Fees	3,726,000	7,061,076	5,191,300	7,115,000	53,924
Interest Earned	761,400	648,429	167,800	408,000	(240,429)
Grant Revenue	36,000	642,091	306,500	640,000	(2,091)
<b>Total Non-Operating Revenue</b>	<u>4,546,500</u>	<u>8,377,914</u>	<u>5,692,100</u>	<u>8,209,000</u>	<u>(168,914)</u>
<b>Gross Revenue</b>	<u>20,479,200</u>	<u>24,466,537</u>	<u>22,871,400</u>	<u>26,936,000</u>	<u>2,469,463</u>



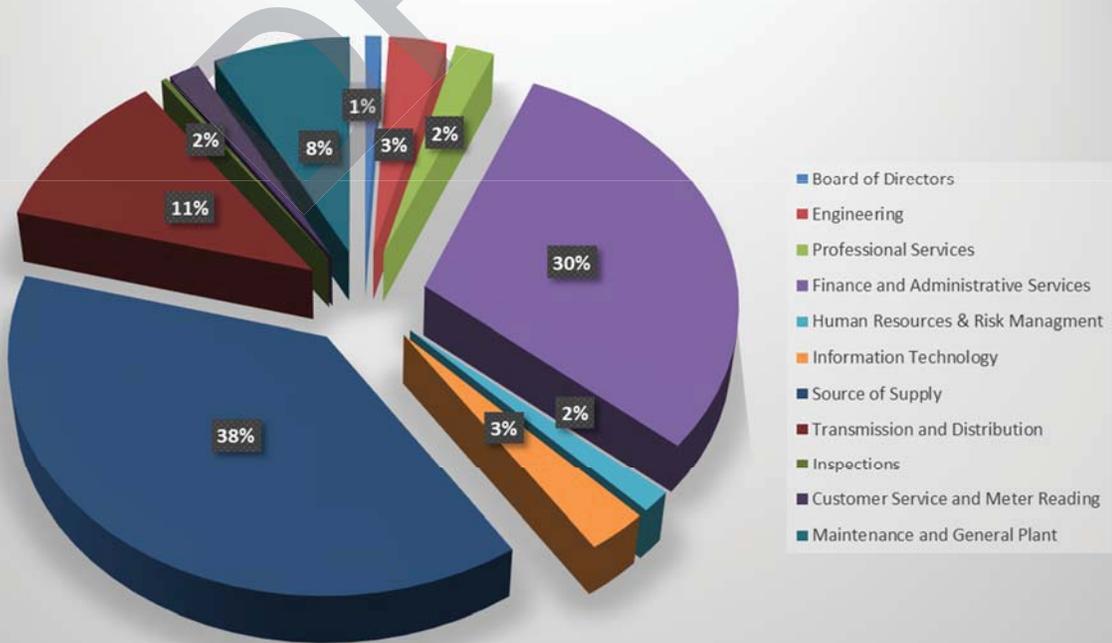
	2020 ACTUAL	2021 ADOPTED (AMENDED)	2021 PROJECTED	2022 PROPOSED	CHANGE
<b>Operating Expenses</b>					
Board of Directors	\$ 43,624	\$ 322,305	\$ 152,000	\$ 197,000	\$ (125,305)
Engineering	404,266	684,430	480,100	698,000	13,570
Professional Services	210,759	723,030	398,200	471,000	(252,030)
Finance and Administrative Services	5,154,303	5,670,616	4,681,300	6,536,100	865,484
Human Resources & Risk Management	124,342	308,055	203,500	325,200	17,145
Information Technology	376,287	514,543	438,900	637,000	122,457
Source of Supply	7,377,929	7,620,375	5,057,400	8,393,000	772,625
Transmission and Distribution	1,599,156	1,821,554	1,297,200	2,439,000	617,446
Inspections	39,857	62,175	102,400	72,000	9,825
Customer Service and Meter Reading	288,937	360,622	304,500	380,000	19,378
Maintenance and General Plant	763,256	1,196,312	793,300	1,675,500	479,188
<b>Gross Operating Expenses</b>	<b>\$ 16,382,716</b>	<b>\$ 19,284,017</b>	<b>\$ 13,908,800</b>	<b>\$ 21,823,800</b>	<b>\$ 2,539,783</b>
Gross Revenue	\$ 20,479,200	\$ 24,466,537	\$ 22,871,400	\$ 26,936,000	\$ 2,469,463
Gross Expenses	\$ 16,382,716	\$ 19,284,017	\$ 13,908,800	\$ 21,823,800	\$ 2,539,783
<b>Net Increase/(loss)</b>	<b>\$ 4,096,484</b>	<b>\$ 5,182,519</b>	<b>\$ 8,962,600</b>	<b>\$ 5,112,200</b>	<b>\$ (70,319)</b>



## 2022 PROPOSED REVENUE



## 2021 PROPOSED EXPENSES



## Water Enterprise Fund – Statement of Revenues, Expenses, and Changes in Fund Balance (Unrestricted Reserves)

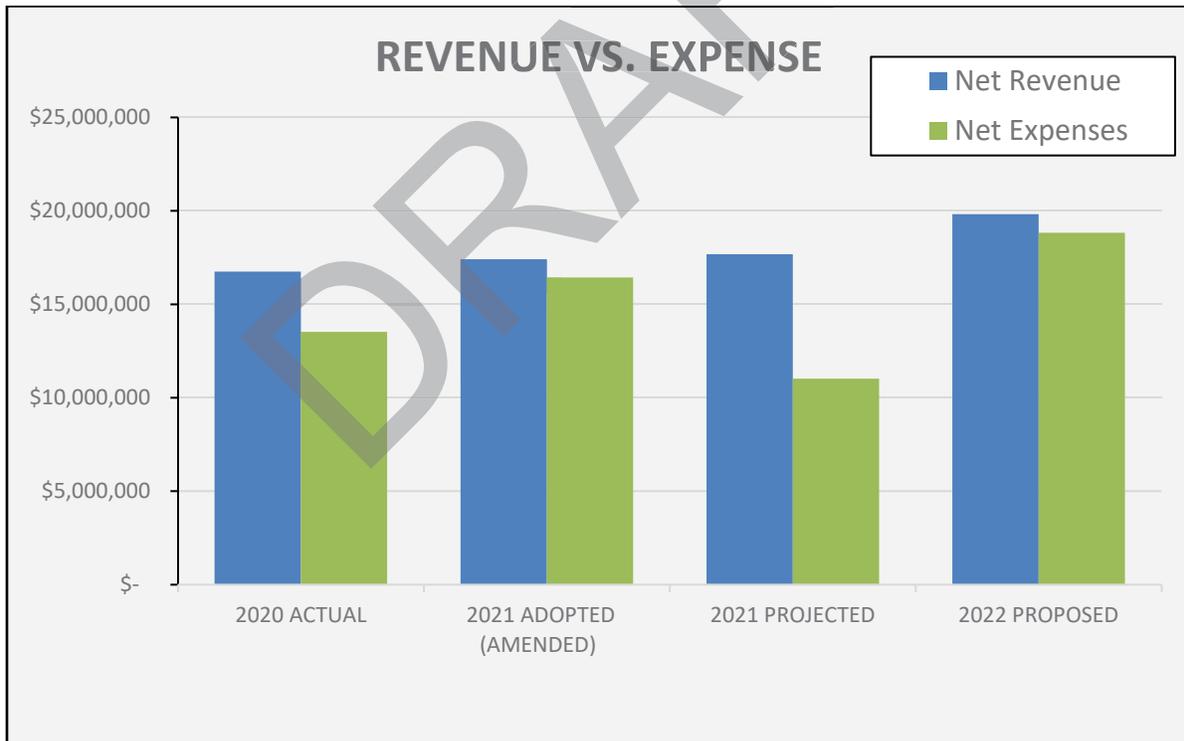
	2020 ACTUAL	2021 ADOPTED (AMENDED)	2021 PROJECTED	2022 PROPOSED	CHANGE	% CHANGE
<b>Operating Revenue</b>						
Water Sales	\$ 9,175,900	\$ 9,412,233	\$ 10,130,500	\$ 10,842,000	\$ 1,429,767	15.2%
Development and Installation Charges	712,900	660,000	581,300	834,000	174,000	26.4%
Water Importation Surcharge	3,951,500	3,870,300	4,278,600	4,349,000	478,700	12.4%
Water Pumping Energy Surcharge	1,820,400	1,816,800	1,901,600	2,467,000	650,200	35.8%
Other Charges for Service	272,000	329,290	287,300	235,000	(94,290)	-28.6%
<b>Gross Operating Revenue</b>	<b>15,932,700</b>	<b>16,088,623</b>	<b>17,179,300</b>	<b>18,727,000</b>	<b>2,638,377</b>	<b>16.4%</b>
<b>Operating Expenses</b>						
Board of Directors	\$ 43,624	\$ 322,305	\$ 152,000	\$ 197,000	\$ (125,305)	-38.9%
Engineering	404,266	684,430	480,100	698,000	13,570	2.0%
Professional Services	210,759	723,030	398,200	471,000	(252,030)	-34.9%
Finance and Admin Services (less Depreciation)	2,288,724	2,820,616	1,794,300	6,536,100	3,715,484	131.7%
Human Resources & Risk Management	124,342	308,055	203,500	325,200	17,145	5.6%
Information Technology	376,287	514,543	438,900	637,000	122,457	23.8%
Source of Supply	7,377,929	7,620,375	5,057,400	8,393,000	772,625	10.1%
Transmission and Distribution	1,599,156	1,821,554	1,297,200	2,439,000	617,446	33.9%
Inspections	39,857	62,175	102,400	72,000	9,825	15.8%
Customer Service and Meter Reading	288,937	360,622	304,500	380,000	19,378	5.4%
Maintenance and General Plant	763,256	1,196,312	793,300	1,675,500	479,188	40.1%
<b>Gross Operating Expenses</b>	<b>\$ 13,517,136</b>	<b>\$ 16,434,017</b>	<b>\$ 11,021,800</b>	<b>\$ 21,823,800</b>	<b>\$ 5,389,783</b>	<b>32.8%</b>
<b>Operating Income (Loss)</b>	<b>\$ 2,415,564</b>	<b>\$ (345,394)</b>	<b>\$ 6,157,500</b>	<b>\$ (3,096,800)</b>	<b>\$ (2,751,406)</b>	<b>796.6%</b>
<b>Non-Operating Revenue</b>						
Rental Income	\$ 23,100	\$ 26,318	\$ 26,500	\$ 46,000	\$ 19,682	74.8%
Capacity Fees	3,726,000	7,061,076	5,191,300	7,115,000	53,924	0.8%
Interest Earned	761,400	648,429	167,800	408,000	(240,429)	-37.1%
Grant Revenue	36,000	642,091	306,500	640,000	(2,091)	0.0%
Capital Improvement Budget	(1,382,654)	(30,907,717)	(8,205,750)	(30,858,300)	49,417	-0.2%
Developer Funded Capital Improvement	360,959	6,413,160	6,032,338	1,629,600	(4,783,560)	0.0%
Use of Restricted Funds	553,313	13,720,461	15,122	13,155,400	(565,061)	-4.1%
<b>Total Non-Operating Revenue</b>	<b>\$ 4,078,118</b>	<b>\$ (2,396,182)</b>	<b>\$ 3,533,810</b>	<b>\$ (7,864,300)</b>	<b>\$ (5,468,118)</b>	<b>228.2%</b>
<b>Increase (Decrease) in Cash Flow</b>	<b>\$ 6,493,682</b>	<b>\$ (2,741,577)</b>	<b>\$ 9,691,310</b>	<b>\$ (10,961,100)</b>	<b>\$ (8,219,523)</b>	<b>299.8%</b>
<b>Beginning Reserve <sup>(1)</sup></b>	<b>\$ 26,475,846</b>	<b>\$ 27,963,184</b>	<b>\$ 27,963,184</b>	<b>\$ 37,654,494</b>	<b>\$ 9,691,310</b>	<b>34.7%</b>
<b>Days' Cash on Hand <sup>(2)</sup></b>	<b>890</b>	<b>560</b>	<b>1247</b>	<b>446</b>	<b>-114</b>	<b>-20.4%</b>
<b>Ending Reserve</b>	<b>\$ 32,969,528</b>	<b>\$ 25,221,607</b>	<b>\$ 37,654,494</b>	<b>\$ 26,693,394</b>	<b>\$ 1,471,787</b>	<b>5.8%</b>
<b>Target Reserve <sup>(3)</sup></b>	<b>\$ 12,782,686</b>	<b>\$ 13,106,884</b>	<b>\$ 12,567,720</b>	<b>\$ 14,551,909</b>	<b>\$ 1,445,025</b>	<b>11.0%</b>

(1) Source: BCVWD Comprehensive Annual Financial Report (CAFR), note 11

(2) Calculation: Ending Reserve multiplied by 365 days, divided by Operating Expenses less depreciation

(3) Calculation: Sum of Emergency Reserve (15% of Operating Expense), Capital Replacement Reserve, and Reserve for Operations (3 months, or 25%, of Operating expenses) The Capital Replacement Reserve Target amount comes from the 2019 Water Rate Model

	<b>2020</b>	<b>2021</b>	<b>2021</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>ADOPTED (AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
Gross Revenue	\$ 20,479,200	\$ 24,466,537	\$ 22,871,400	\$ 26,936,000
Less Capacity Fees	3,726,000	7,061,076	5,191,300	7,115,000
<b>Net Revenue</b>	<b>\$ 16,753,200</b>	<b>\$ 17,405,461</b>	<b>\$ 17,680,100</b>	<b>\$ 19,821,000</b>
Gross Expenses	\$ 16,382,716	\$ 19,284,017	\$ 13,908,800	\$ 21,823,800
Less Depreciation	2,865,579	2,850,000	2,887,000	3,000,000
<b>Net Expenses</b>	<b>\$ 13,517,136</b>	<b>\$ 16,434,017</b>	<b>\$ 11,021,800</b>	<b>\$ 18,823,800</b>
<b>Net Increase/(loss)</b>	<b>\$ 3,236,064</b>	<b>\$ 971,443</b>	<b>\$ 6,658,300</b>	<b>\$ 997,200</b>



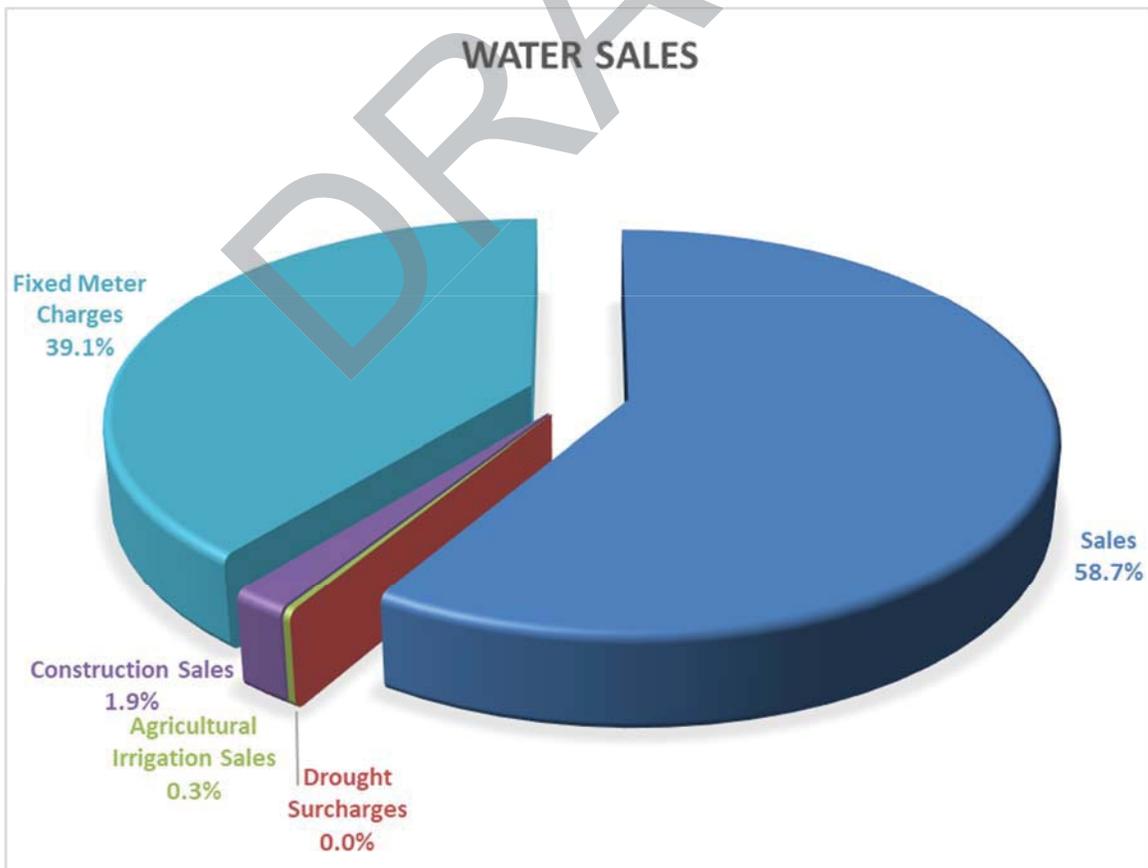
## Revenue Detail

### OPERATING REVENUE

#### Water Sales

The District produces potable water for sale to seven customer classes: single family residential, multifamily residential, commercial, industrial, irrigation, agricultural irrigation, and other. Most customers are billed on a bi-monthly cycle based on the amount of water usage, which is metered and measured in hundred cubic feet (HCF) where 1 HCF is equal to 748 gallons, as well as a fixed charge for the meter. Proposed water sales for 2022 are \$10,842,000, a 15.2% percent increase above the budgeted sales for 2021 with potable water usage estimated at 12,462 AF for 2022.

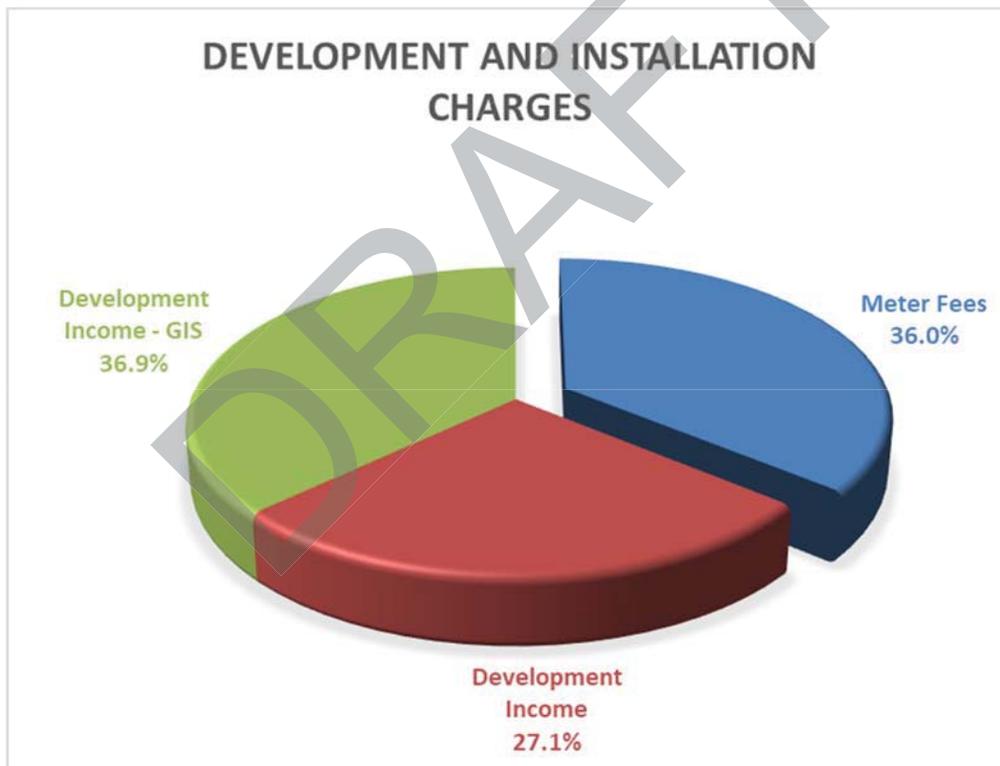
		<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Water Sales</b>						
01-50-510-410100	Sales	\$ 5,183,600	\$ 5,626,822	\$ 5,949,800	\$ 6,367,000	\$ 740,178
01-50-510-410111	Drought Surcharges	-	-	-	-	-
01-50-510-410151	Agricultural Irrigation Sales	24,300	22,316	26,700	29,000	6,684
01-50-510-410171	Construction Sales	124,600	101,314	189,100	203,000	101,686
01-50-510-413011	Fixed Meter Charges	3,843,400	3,661,781	3,964,900	4,243,000	581,219
		<u>\$ 9,175,900</u>	<u>\$ 9,412,233</u>	<u>\$ 10,130,500</u>	<u>\$ 10,842,000</u>	<u>\$ 1,429,767</u>



*Development and Installation Charges*

The District incurs engineering, legal and administrative costs associated with new development, which are charged against deposits collected and recorded as revenue. The District also collects deposits for new service installations, which are recorded as revenue against the deposits when the services are installed. Proposed development and installation charges for 2022 are \$834,000 a 26.4 percent increase above the budgeted charges for 2021, based on conservative projections of development growth.

		<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Development and Installation Charges</b>						
01-50-510-413021	Meter Fees	\$ 500,400	\$ 300,000	\$ 386,400	\$ 300,000	\$ -
01-50-510-419011	Development Income	212,500	60,000	194,900	226,000	166,000
01-50-510-419012	Development Income - GIS	-	300,000	-	308,000	8,000
		<u>\$ 712,900</u>	<u>\$ 660,000</u>	<u>\$ 581,300</u>	<u>\$ 834,000</u>	<u>\$ 174,000</u>



*Water Importation Surcharge*

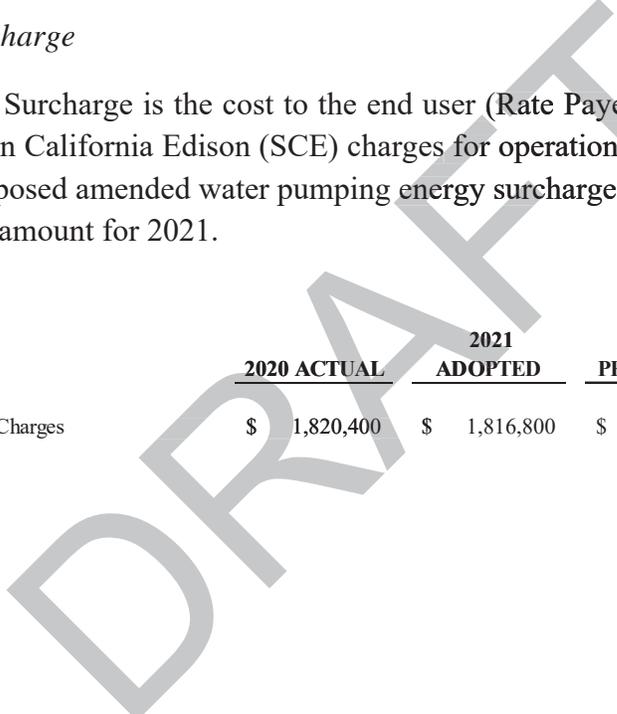
The Water Importation Surcharge is the cost to the end user (Rate Payer) for imported water supplies to offset existing groundwater overdraft not to exceed the actual State Water Project Water costs incurred by the District. The proposed water importation surcharge for 2022 is \$4,349,000, a 12.4 percent increase above the budgeted amount for 2021.

	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Water Importation Surcharge</b>					
01-50-510-415001 SGPWA Importation Charges	\$ 3,951,500	\$ 3,870,300	\$ 4,278,600	\$ 4,349,000	\$ 478,700

*Water Pumping Energy Surcharge*

The Water Pumping Energy Surcharge is the cost to the end user (Rate Payer) for electricity to pump and deliver water. It includes all Southern California Edison (SCE) charges for operation of pumps, wells, and booster stations in the water system. The proposed amended water pumping energy surcharge for 2022 is \$2,467,000 a 35.8 percent increase above the budgeted amount for 2021.

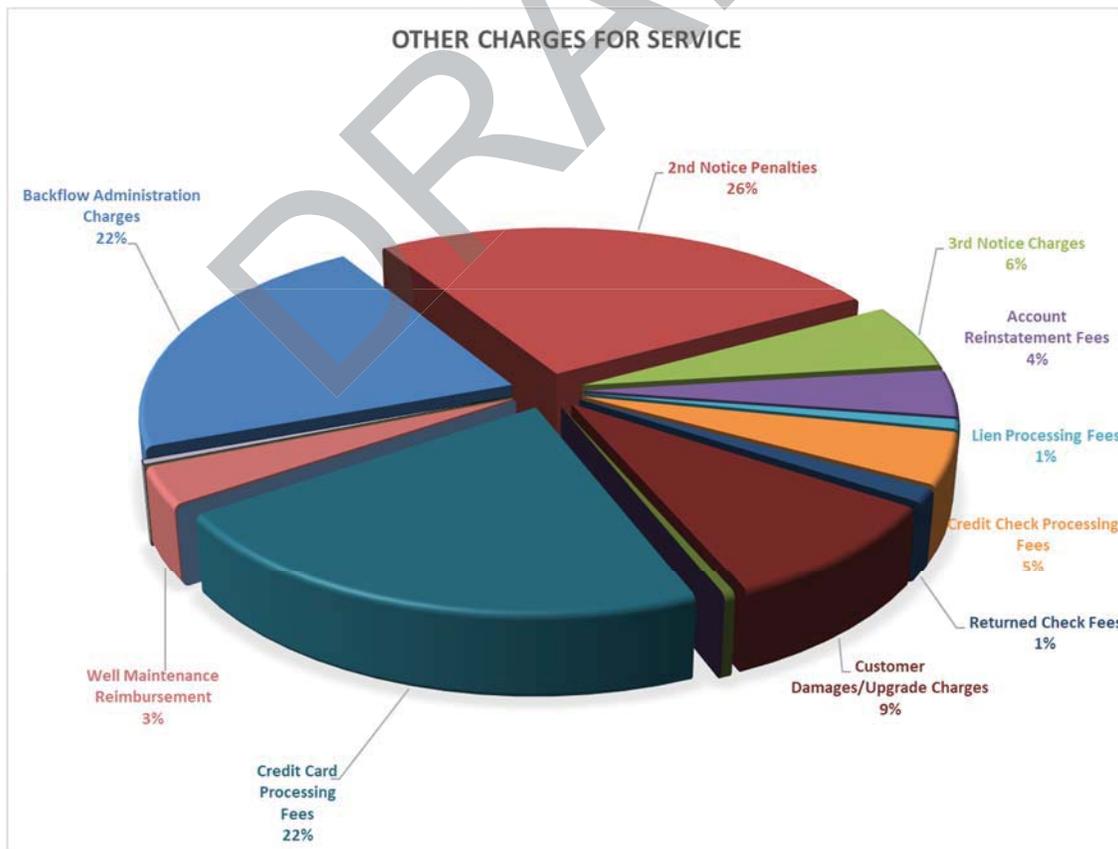
	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Water Pumping Energy Surcharge</b>					
01-50-510-415011 SCE Power Charges	\$ 1,820,400	\$ 1,816,800	\$ 1,901,600	\$ 2,467,000	\$ 650,200



### Other Charges for Service

Other Charges for Service include many of the user fees customers pay to utilize specific services such as account reinstatement fees, past due notices and other service fees. The proposed charges for 2022 are \$235,000, a 28.6 percent decrease from the budgeted charges for 2021.

		2020 ACTUAL	2021 ADOPTED	2021 PROJECTED	2022 PROPOSED	CHANGE
<b>Other Charges for Service</b>						
01-50-510-413001	Backflow Administration Charges	\$ 50,500	\$ 45,000	\$ 50,200	\$ 51,000	\$ 6,000
01-50-510-417001	2nd Notice Penalties	18,000	100,000	60,800	61,000	(39,000)
01-50-510-417011	3rd Notice Charges	10,500	50,000	13,700	14,000	(36,000)
01-50-510-417021	Account Reinstatement Fees	3,700	10,000	-	10,000	-
01-50-510-417031	Lien Processing Fees	1,200	2,000	300	2,000	-
01-50-510-417041	Credit Check Processing Fees	9,600	9,600	10,500	11,000	1,400
01-50-510-417051	Returned Check Fees	3,900	4,000	2,700	3,000	(1,000)
01-50-510-417061	Customer Damages/Upgrade Charges	16,300	22,000	17,600	22,000	-
01-50-510-417071	After-Hours Call Out Charges	400	600	600	1,000	400
01-50-510-417081	Bench Test Fees	-	90	-	-	(90)
01-50-510-417091	Credit Card Processing Fees	13,500	78,000	49,300	51,000	(27,000)
01-50-510-419001	Rebates/Reimbursements	1,700	-	26,400	-	-
01-50-510-419021	Recharge Income	-	-	-	-	-
01-50-510-419031	Well Maintenance Reimbursement	100,500	7,500	8,800	8,000	500
01-50-510-419041	Gain (Loss) - Asset Disposal	-	-	-	-	-
01-50-510-419061	Miscellaneous Income	42,200	500	46,400	1,000	500
		<u>\$ 272,000</u>	<u>\$ 329,290</u>	<u>\$ 287,300</u>	<u>\$ 235,000</u>	<u>\$ (94,290)</u>



**NON-OPERATING REVENUE**

*Rental Income*

The District owns four residential properties and charges rental income and utilities for use of the properties. Proposed rental income for 2022 is \$46,000, a 74.8 percent increase from the budgeted revenue for 2021.

		<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Rental Income</b>						
01-50-510-471001	Maintenance Fees - 12303 Oak Glen Rd	\$ 2,400	\$ 2,400	\$ 2,400	\$ 9,000	\$ 6,600
01-50-510-471011	Maintenance Fees - 13695 Oak Glen Rd	2,400	2,400	2,400	6,000	3,600
01-50-510-471021	Maintenance Fees - 13697 Oak Glen Rd	2,400	2,400	2,400	7,000	4,600
01-50-510-471031	Maintenance Fees - 9781 Avenida Mirav	2,400	2,400	2,400	5,000	2,600
01-50-510-471101	Utilities - 12303 Oak Glen Rd	3,500	4,118	4,400	5,000	882
01-50-510-471111	Utilities - 13695 Oak Glen Rd	2,800	4,000	3,700	4,000	-
01-50-510-471121	Utilities - 13697 Oak Glen Rd	4,200	5,000	5,000	6,000	1,000
01-50-510-471131	Utilities - 9781 Avenida Miravilla	3,000	3,600	3,800	4,000	400
		<u>\$ 23,100</u>	<u>\$ 26,318</u>	<u>\$ 26,500</u>	<u>\$ 46,000</u>	<u>\$ 19,682</u>

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## Capacity Charges

Capacity Charges (Facilities Fees), or development impact fees, are paid by industrial, commercial and residential developers to fund the cost of the impacts of their developments on the District's water system. The District has collected capacity charges since the early 1980's. Capacity charges pay for oversizing of pipelines, new wells, tanks, transmission mains, etc. needed to serve new developments. Proposed capacity charges for 2022 are \$7,115,000, a 0.8 percent increase from the budgeted facilities charges for 2021, based on projections of development growth.

		<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Capacity Charges</b>						
01-50-510-481001	Facility Fees-Wells	\$ 640,500	\$ 1,496,528	\$ 1,142,200	\$ 1,356,000	\$ (140,528)
01-50-510-481006	Facility Fees-Water Rights (SWP)	405,300	383,425	150,700	858,000	474,575
01-50-510-481012	Facility Fees-Water Treatment Plant	304,700	711,933	543,400	645,000	(66,933)
01-50-510-481018	Facility Fees-Local Water Resources	160,500	151,805	59,700	340,000	188,195
01-50-510-481024	Facility Fees-Recycled Water Facilities	638,400	1,083,746	833,700	982,000	(101,746)
01-50-510-481030	Facility Fees-Transmission (16")	518,800	1,212,064	925,100	1,098,000	(114,064)
01-50-510-481036	Facility Fees-Storage	664,400	1,552,184	1,184,700	1,406,000	(146,184)
01-50-510-481042	Facility Fees-Booster	46,000	107,447	82,000	98,000	(9,447)
01-50-510-481048	Facility Fees-Pressure Reducing Stations	23,500	54,883	41,900	50,000	(4,883)
01-50-510-481054	Facility Fees-Miscellaneous Projects	20,500	47,926	36,600	44,000	(3,926)
01-50-510-481060	Facility Fees-Financing Costs	106,200	235,765	180,100	214,000	(21,765)
01-50-510-485001	Front Footage Fees	197,200	23,370	11,200	24,000	630
		<u>\$ 3,726,000</u>	<u>\$ 7,061,076</u>	<u>\$ 5,191,300</u>	<u>\$ 7,115,000</u>	<u>\$ 53,924</u>

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*Interest Earned*

The District currently holds a diverse portfolio of investments to meet both short term liquidity, mid-term cash funded Capital Improvement Plans, and long-term earnings. The goals for the District’s investments are:

- Safety
- Liquidity
- Earn a total rate of return commensurate with the first two goals

The proposed \$408,000 of general interest earned for 2022 is based on the expected level of capital invested throughout the fiscal year and the expected continuance of low interest rates, a 37.1 percent decrease from the 2021 budgeted interest revenue.

		<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Interest Earned</b>						
01-50-510-490001	Interest Income - Bonita Vista	\$ 1,400	\$ 1,600	\$ 900	\$ 1,000	\$ (600)
01-50-510-490011	Interest Income-Fairway Canyon	46,800	46,829	-	281,000	234,171
01-50-510-490021	Interest Income - General	713,200	600,000	166,900	126,000	(474,000)
		<u>\$ 761,400</u>	<u>\$ 648,429</u>	<u>\$ 167,800</u>	<u>\$ 408,000</u>	<u>\$ (240,429)</u>

*Grant Revenue*

The District anticipates grant revenue of \$640,000 for the AMI/AMR project. The expected level of grant revenue is based on the terms of the awards on record.

		<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Grant Revenue</b>						
01-50-510-419051	Grant Revenue	\$ 36,000	\$ 642,091	\$ 306,500	\$ 640,000	\$ (2,091)



## Operating Expenses Detail

### 2021 DISTRICT-WIDE ACCOMPLISHMENTS

- The District implemented a District-wide COVID-19 Prevention Program (CPP) in compliance with updated Cal/OSHA requirements and conducted training of all staff in best practices and establishment of an Emergency Preparedness Committee for implementation of the District's Emergency Response Plan (ERP). Expanded District Backup and Disaster Recovery Plan to ensure business continuity, to include offsite replication.
- The District enhanced the phone system to support offsite working conditions during emergency situations and launched an enhancement tool for customer service online bill payment platform.
- The District returned to full time on-site staffing of District activities in June of 2021 and continues to maintain 100% Staffing levels.
- The District provided complete in-house engineering support to ongoing local development activities, District facilities maintenance and repairs. The District completed the 2020 Urban Water Management Plan (UWMP) and the 2020 Water Shortage Contingency Plan (WSCP).
- The District updated policy to align with SB998 requirements, expanding on communication, transparency, and providing payment options for need-based customers.
- Finalize Grand Avenue Storm Drain (MDP Line 16) design and project bid. Commence Grand Avenue Storm Drain (MDP Line 16) Grading, and Pipeline Relocation Projects.
- The completion and execution of Facilities Agreements collected over \$6M of restricted funds for expansion of the District's infrastructure.
- The District received a Certificate of Achievement for Excellence in Financial Reporting for the year ending December 31, 2020, from the Government Finance Officers Association (GFOA) and received the Operating Budget Excellence Award from the California Society of Municipal Finance Officers (CSMFO) award. The district attained an unmodified "clean" opinion for the financial statement audit of the year ended December 31, 2020.
- Implementation of the \$1.5 million WaterSMART Water and Energy Efficiency Grant from the United States Bureau of Reclamation for the Advanced Meter Infrastructure (AMI) Project. Project implementation included accurate monitoring and remediation of leaks in the district's service area. Financial reimbursements totaling over half a million dollars are tracked through the project management module.
- Professional development for the district included a Management and Leadership Academy as a professional development opportunity for management and supervisory employees and centralized the District's safety program and implemented quarterly safety inspections.
- Upgraded the Board of Directors chambers Audio Visual systems and incorporate Zoom and Video Conferencing technologies, upgraded Conference Equipment in Conference Rooms and General Manager Office, and upgraded District cybersecurity defenses to include additional hardware, software, and monitoring capabilities.

## 2022 DISTRICT-WIDE GOALS

- Continued development of Capital Improvement Plan implementation including Grand Avenue Storm Drain (MDP Line 16), Grand Avenue Storm Drain (MDP Line 16) – NCRF Phase II Pond Grading, Grand Avenue Storm Drain (MDP Line 16) – Pipeline Relocation Project, Wells 30 and 31 drilling projects, and 2020-2021 Replacement Pipelines, Edgar Canyon Line B replacement pipeline, various tank recoating activities, booster stations, and pressure reducing stations.
- Advancement of water supply review and analysis for the District, the San Geronio Pass Water Agency, and the San Geronio Pass region stakeholders and continued involvement in Site Reservoir project.
- Implementation of recycled water opportunity with the City of Beaumont including the coordination of activities with City of Beaumont staff and Council Members.
- Finalized the Developer Impact Fee Study (Facilities Fee Study), another step toward enhancing the district's financial stability.
- Timely completion of the district's audited Comprehensive Annual Financial Report and submittal to the Government Officers Association (GFOA) for the annual Certificate of Achievement for Excellence in Financial Reporting for the year ending December 31, 2021.
- Apply and receive the Operating Budget Excellence Award from the California Society of Municipal Finance Officers (CSMFO) for 2022 Budget document.
- Implementation of additional NeoGov modules for Payroll, Self Service, and Learn, as part of Human Resources Information System (HRIS), to continue to improve departmental workflow efficiency.
- Update of District policies for clarity and compliance of changes in legislative changes and personnel law changes.
- Upgrade Backflow System to electronic program that links directly to enterprise software, upgrade the Core Network Switching Environment, and upgrade/deploy Cybersecurity technical controls to continue to improve on District cybersecurity.

## **BUDGET BY DEPARTMENT**

### *Department Descriptions*

The District has five departments, each of which is an organizational unit of the District, providing distinct and different services. Included within each department are 2021 accomplishments and 2022 goals. Within every department are separate divisions, each with a listing of budgeted positions, a description of the division, and a two-year financial trend detailing the division's expenses at the account level.

Operating expenses are controlled at the department level and should not exceed appropriations. Budget transfers between divisions may be made administratively, if the transfer is within the same department. Budget transfers between departments must be approved by both department directors. Any single modification in excess of \$50,000 shall require approval by the Board. Any addition to the budget shall also require approval by the Board. All budget transfers are documented and tracked in the District's computerized financial system and reported to the Finance and Audit committee at their regular meetings on the first Thursday of each month.

### *Salaries and Benefits*

The personnel budget for 2022 reflects 42 full-time equivalent (FTE) positions, not including the Board of Directors. The additional positions include the addition of the Assistant General Manager as well as the part-time positions of the Accounting Technician and Customer Service Representative I changing to full-time. The personnel budget for 2022 also reflects 13 part-time positions, up from 12 part-time positions budgeted in 2021, for a total of 55 positions in the budget. Total payroll and related costs are budgeted at \$7,685,000 for an increase of \$880,018 or 12.9 percent, as compared to 2021.

Over the years, as the community has continued to grow, there has been a need for additional personnel to provide for services, infrastructure, projects, and state mandates. To minimize the fiscal impact of the additional resources needed, the District is increasing the number of part-time and/or temporary positions to be filled rather than implement costly additional full-time positions. The following table depicts changes in personnel from fiscal year 2018 through fiscal year 2022 required to meet new operating demands.

The Beaumont-Cherry Valley Water District Employee Association is the bargaining unit of the Beaumont-Cherry Valley Water District for non-exempt employees, with a multiyear Memorandum of Understanding (MOU) that expires on December 31, 2021. The MOU provides a COLA based upon the August to August Unadjusted Consumer Price Index, U.S. Cities average.

## Personnel Summary by Department

Full and Part-Time District Employees	2018 Actual	2019 Actual	2020 Actual	2021 Budget (FT)	2021 Budget (PT)	2022 Budget (FT)	2022 Budget (PT)
<b>Engineering</b>	3	6	6	4	3	4	3
<b>Finance and Administrative Services</b>							
<b>Administrative Services <sup>(1)</sup></b>	5	7	7	6	5 <sup>(2)</sup>	8	4 <sup>(2)</sup>
<b>Finance</b>	6	6	4	4	2	5	0
<b>Human Resources</b>	0	1	1	1	0	1	0
<b>Information Technology</b>	1	1	1	1	0	1	0
<b>Operations</b>							
<b>Source of Supply</b>	5	4	4	6 <sup>(3)</sup>	0	6	0
<b>Transmission and Distribution</b>	14	13	12	13	2 <sup>(2)</sup>	13	6 <sup>(2)</sup>
<b>Field Inspections</b>	0	0	0	0	0	0	0
<b>Customer Service and Meter Reading</b>	3	3	3	3	0	3	0
<b>Maintenance and General Plant</b>	0	0	0	1 <sup>(3)</sup>	0	1	0
<b>Total Positions</b>	<b>37</b>	<b>41</b>	<b>41</b>	<b>39</b>	<b>12</b>	<b>42</b>	<b>13</b>
<i>(1) Includes General Manager, Assistant General Manager, Administrative Assistants, and Customer Service</i> <i>(2) Includes 2 temporary part-time employees to implement the AMR/AMI program</i> <i>(3) Maintenance Utility Worker listed in Source of Supply in 2021 in error. Actually Maintenance and General Plant.</i>							

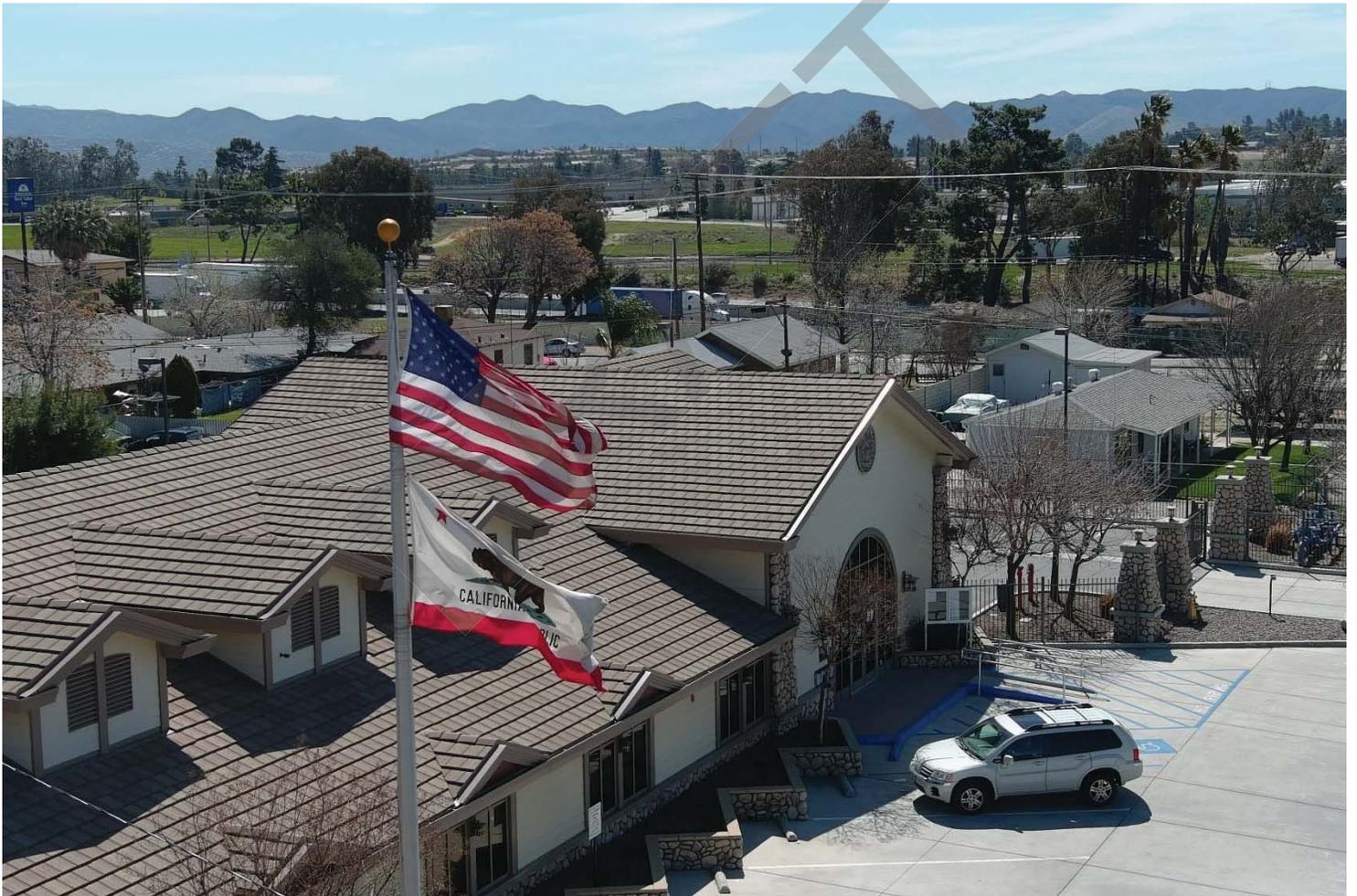
### Salaries and Benefits

The District contributes to CalPERS, a multiple-employer defined benefit pension plan. Effective fiscal 2002, the District contracted the retirement formula of 2.7% @ 55. All employees hired before 01/01/13 are covered under this retirement formula, and are referred to as Classic Members. The Public Employees' Pension Reform Act (PEPRA) went into effect 01/01/13, with a retirement formula of 2% @ 62. All employees hired after 12/31/12 and not a prior Classic Member of CalPERS are covered under this retirement formula. Participants are required to contribute up to 8% of their annual covered salary. In previous years the District's unfunded liability was included as a percentage of the employer's contribution. Effective fiscal year 2018, CalPERS collects the employer contributions toward the plan's unfunded liability as dollar amounts instead of the prior method of a contribution rate. The plan's normal contribution will continue to be collected as a percentage of payroll. The unfunded accrued liability (UAL) is billed at the beginning of the fiscal year, with the option of prepayment at a discounted rate or

monthly payments. The District's UAL total for 12 monthly payments was \$203,589 for 2021. The District opted to go with the single prepayment option of \$196,817 in lieu of the monthly payments, saving \$6,772.

*Retiree Benefits/Other Post-Employment Benefits (OPEB)*

The District offers post-employment medical benefits. Benefits and employee/employer contributions are based on a minimum of five years of service, hire date, and date of retirement. These benefits are currently funded on a pay-as-you-go basis.



# BOARD OF DIRECTORS

## BOARD OF DIRECTORS

Board of Directors	Positions
Director, Division 1	1
Director, Division 2	1
Director, Division 3	1
Director, Division 4	1
Director, Division 5	1
<b>Total Positions</b>	<b>5</b>

### *Division Description*

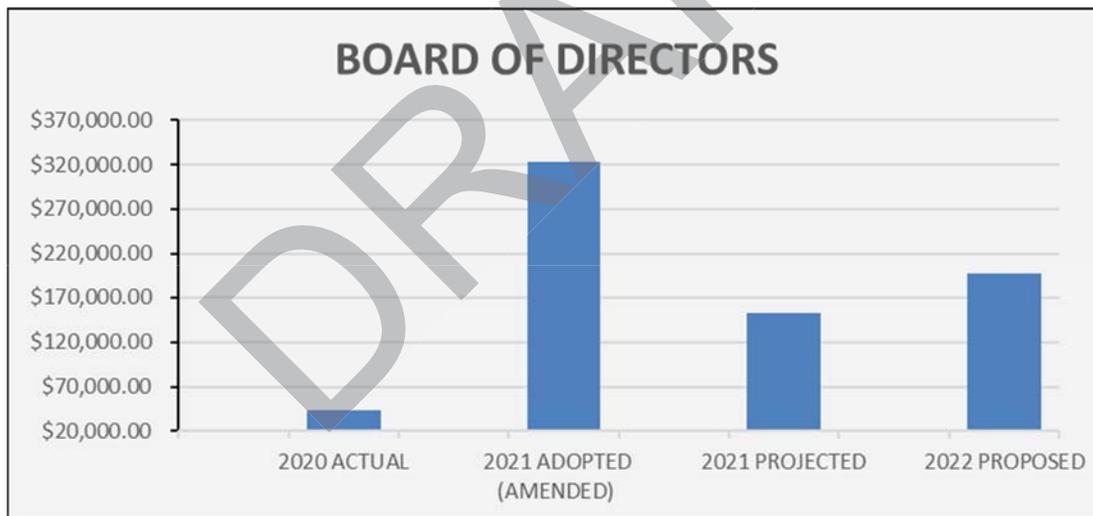
This division includes per diem paid to each Board member as well as the associated payroll tax expenses, health insurance benefits, election expenses and seminar/travel expenses.



*Division Budget*

Proposed expenses for 2022 are \$197,000, a 38.9 percent decrease from the amended budgeted expenses for 2021. This decrease is primarily due to a portion of the Board accepting the available Health Insurance benefit as well as the delayed election-related expenses, recorded the year following an election.

BOARD OF DIRECTORS		2020	2021	2021	2022	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-10-110-500101	Board of Directors Fees	\$ 37,400	\$ 45,200	\$ 63,900	\$ 79,000	\$ 33,800
01-10-110-500115	Social Security	2,319	2,805	4,000	5,000	2,195
01-10-110-500120	Medicare	542	658	900	2,000	1,342
01-10-110-500125	Health Insurance	-	130,241	20,000	76,000	(54,241)
01-10-110-500140	Life Insurance	62	120	100	1,000	880
01-10-110-500143	EAP Program	70	360	100	1,000	640
01-10-110-500145	Workers' Compensation	201	521	300	1,000	479
01-10-110-500175	Training/Education/Mtgs/Travel	2,615	10,000	3,800	14,000	4,000
01-10-110-550012	Election Expenses	6	130,000	58,000	10,000	(120,000)
01-10-110-550042	Supplies-Other	189	1,000	-	4,000	3,000
01-10-110-550051	Advertising/Legal Notices	220	1,400	900	4,000	2,600
		<u>\$ 43,624</u>	<u>\$ 322,305</u>	<u>\$ 152,000</u>	<u>\$ 197,000</u>	<u>\$ (125,305)</u>



# ENGINEERING

## DIVISIONS

- Engineering

## 2021 ACCOMPLISHMENTS

- Maintained and improved working relationships with regional stakeholders including:
  - City of Beaumont
  - San Gorgonio Pass Water Agency
  - YVWD, City of Banning, San Gorgonio Pass Regional Water Alliance, County of Riverside, Riverside County Flood Control & Water Conservation District, LAFCO, and others
- Continued to expand on water supply review and analysis for the District, the San Gorgonio Pass Water Agency, and the San Gorgonio Pass Region stake holders including an in-depth review and analysis of District and regional water supply, water demand, costs and financing analysis of current and future District and regional water supply needs and costs.
- Continued implementation of recycled water opportunity with the City of Beaumont including coordination of activities with City of Beaumont Staff and Council Members, continued preparation of recycled water booster station preliminary and final design requirements, design and equipment parameters, and construction schedule and associated costs.
  - Furthered coordination efforts with City of Beaumont staff to provide a suitable location for the District's recycled water booster station.
  - Drafted an Agreement between the District and the City of Beaumont for the purchase and distribution of Recycled Water.
- Prepared and Completed the update to the District's 2015 Urban Water Management Plan (UWMP) as the 2020 UWMP. Prepared and completed the District's 2020 Water Shortage Contingency Plan (WSCP).
- Provided complete in-house (District Staff) development engineering support activities including but not limited to: planning, water system modeling, water supply review and assessment, development plan checking, main extension agreement preparation, construction support (including project management pre-construction and construction support, inspection, project coordination, project testing and commissioning, final project inspection, and project closeout) and continued improved communication with the City of Beaumont and other regional stakeholders regarding development activities.
  - Includes completion and execution of Facilities Agreements collecting over \$6M of restricted funds for expansion of the District's infrastructure.
- Further the mapping efforts of the District's GIS system to include a multitude of past District projects and Developer projects.
- Provided engineering support for rehabilitation and repair of existing wells due to failure or ongoing maintenance cycle activities related to equipment failures for Wells 24 and 29.
- Prepared engineering drawings, bid documents, and provided engineering support for the installation of a new pipeline in Antonell Court from Pennsylvania Avenue to Cherry Avenue (Approximately 540 LF).

- Completed and executed the Cooperative Agreement for the MDP Line 16 Storm Drain Project (joint project between Riverside County Flood Control and Water Conservation District and BCVWD). Additionally, responsible for the processing, completion, and execution of Amendment 1 of the Cooperative Agreement.
- Provided District and Regional Master Planning Activities including the following efforts:
  - Continued review and analysis of District water demands including updates to 32 housing tract water consumption data for 2016, 2017, and 2018, and 2019 to understand effects of new water conservation measures as they relate to District Water Supply Consumption. Work included sharing said information with regional and retail water managers as part of regional water supply planning efforts. Work will be used for completion of new District water supply projections and preparation of 2020 Urban Water Management Plan.
  - Continued to advance Recycled Water Master Plan. (Plan completion in process and is approximately 85% complete)
- Supported Finance department with the on-going capacity charge study. Provided an in-depth analysis of the Capital Improvement Plan (infrastructure and pipelines expansion projects) to formulate the funding requirements.
- Provided support to Finance and Operations departments with grant funding opportunities for AMR/AMI Projects.

## **2022 ENGINEERING DEPARTMENT GOALS AND OBJECTIVES**

- Continue advancing water supply review and analysis for the District, the San Geronio Pass Water Agency, and the San Geronio Pass region stakeholders
- Continue implementation of recycled water opportunity with the City of Beaumont including;
- Coordination of activities with City of Beaumont staff and Council Members
  - Further the Draft Recycled Water Agreement
  - Continue District recycled water implementation efforts
- Coordinate with BCVWD Operations Department to complete on-going Capital Improvement Design activities and commence construction of:
- Noble Reservoir No. 2 and Transmission Pipeline
  - 2017 Replacement Pipeline Project
  - Well 1A and 2A Well Drilling Project
  - Noble Booster equipment purchase
- Coordinate with BCVWD Operations Department to commence Capital Improvement Projects including request for proposals (as necessary) and design of:
  - Well 30
  - Well 31
  - Well 1A and 2A Pumping Plants
  - Well 30 and 31 Pumping Plants
  - City of Beaumont WWTP Recycled Water Booster Station and connection piping
  - 2750 PZ to 2850 PZ Booster Station

- 2020 and 2021 Replacement Pipelines
- “B” Line Replacement Pipeline
- Michigan Avenue from 5th to 6th Street Pipeline Replacement
- Non-Potable Pressure Regulating Stations
- Property Acquisition for BCVWD Engineering and Operations Center
- Other miscellaneous projects.
- Continued development of CIP implementation including:
  - Grand Avenue Storm Drain (MDP Line 16)
  - Grand Avenue Storm Drain (MDP Line 16) – NCRF Phase II Pond Grading
  - Grand Avenue Storm Drain (MDP Line 16) – Pipeline Relocation Project
  - Wells 30 and 31 drilling projects
  - 2020-2021 Replacement Pipelines
- Coordinate with Finance Staff to complete a comprehensive Capacity Charges study for Domestic Water and Recycled Water.
- Continued well rehabilitation activities
- Continued mud and debris flow response activities related to the Apple and El Dorado Fires.

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## ENGINEERING

Engineering	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions
<b>Director of Engineering</b>	1	0	1	0
<b>Senior Engineer</b>	0	0	0	0
<b>District Engineer</b>	0	2 <sup>(1)</sup>	0	2 <sup>(1)</sup>
<b>Civil Engineering Assistant</b>	2	0	2	0
<b>Development Services Representative<sup>(4)</sup></b>	1	0	1	0
<b>Engineering Intern</b>	0	1 <sup>(2)</sup>	0	1 <sup>(2)</sup>
<b>Total Positions</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>
<p>(1) Based on maximum of 640 hours each                      (2) Based on maximum of 988 hours</p>				

### *Division Description*

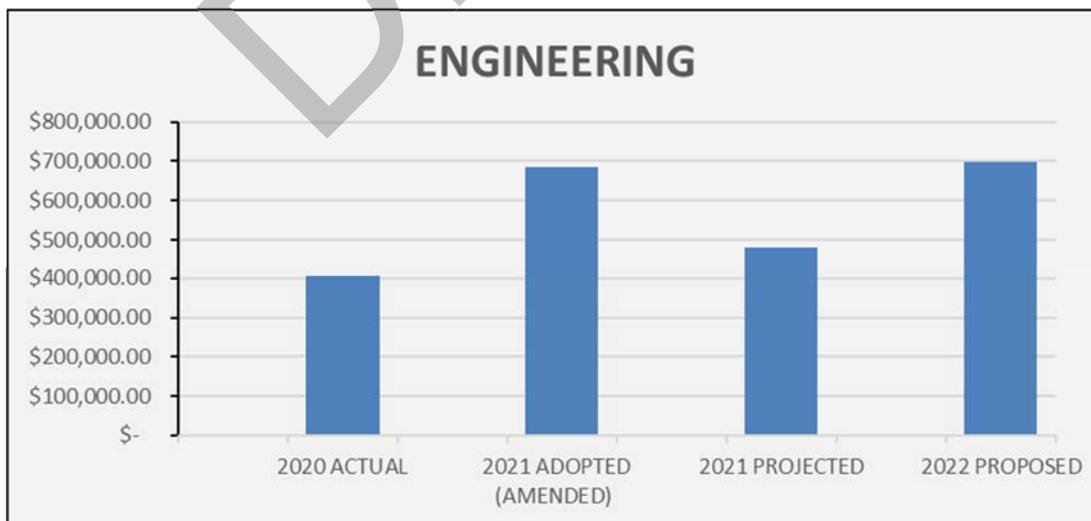
This division is responsible for the plan, design, and construction of the District’s domestic water, non-potable water, and general District facilities included in the District’s Ten Year Capital Improvement Plan. It develops and implements developer capacity and connection charges and tracks all new development within the District service area, prepares development review letters and agreements, and coordinates developer meetings.



*Division Budget*

Proposed expenses for 2022 are \$698,000, a 2.0 percent increase above the budgeted expenses for 2021. The expected increase is primarily due to increased cost and number of notices for proposals for planning and construction projects.

ENGINEERING		2020	2021	2021	2022	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-20-210-500105	Labor	\$ 365,871	\$ 561,698	\$ 373,200	\$ 567,000	\$ 5,302
01-20-210-500115	Social Security	20,694	39,169	23,700	40,000	831
01-20-210-500120	Medicare	5,557	9,164	5,600	10,000	836
01-20-210-500125	Health Insurance	27,283	107,328	46,400	101,000	(6,328)
01-20-210-500140	Life Insurance	558	2,736	400	2,000	(736)
01-20-210-500143	EAP Program	71	344	100	1,000	656
01-20-210-500145	Workers' Compensation	2,447	5,778	2,400	5,000	(778)
01-20-210-500150	Unemployment Insurance	3,543	19,100	1,200	20,000	900
01-20-210-500155	Retirement/CalPERS	45,540	90,255	50,500	90,000	(255)
01-20-210-500165	Uniforms & Employee Benefits	-	350	-	1,000	650
01-20-210-500175	Training/Education/Mtgs/Travel	180	6,000	1,300	6,000	-
01-20-210-500180	Accrued Sick Leave Expense	6,743	28,816	4,200	29,000	184
01-20-210-500185	Accrued Vacation Leave Expense	4,976	21,282	11,900	23,000	1,718
01-20-210-500187	Accrual Leave Payments	10,312	14,510	2,900	16,000	1,490
01-20-210-500190	Temporary Labor	-	-	-	-	-
01-20-210-500195	CIP Related Labor	(90,887)	(225,000)	(45,600)	(225,000)	-
01-20-210-550030	Membership Dues	416	900	400	2,000	1,100
01-20-210-550051	Advertising/Legal Notices	960	2,000	1,500	10,000	8,000
		<b>\$ 404,266</b>	<b>\$ 684,430</b>	<b>\$ 480,100</b>	<b>\$ 698,000</b>	<b>\$ 13,570</b>



# FINANCE AND ADMINISTRATIVE SERVICES

## DIVISIONS

- Professional Services
- Finance and Administrative Services
- Human Resources

## 2021 ACCOMPLISHMENTS

### Administrative Services

- Contributed to the California Water & Wastewater Arrearages Payment Program survey to pursue grant funding related to COVID-19 related revenue losses.
- Continued public outreach to the district rate payers during the COVID-19 Pandemic and drought conditions.
- Updated District policy to align with SB998 requirements, expanding on communication, transparency, and providing payment options for need-based customers.
- Implemented an enhanced phone system to support offsite working conditions during emergency situations and launched an enhancement tool for customer service online bill payment platform.
- Distributed a welcome brochure for new Utility Billing customers to introduce them to the district, services provided, billing and payments, and provide additional information for other services within the district.

### Finance

- Acknowledgement of the annual Certificate of Achievement for Excellence in Financial Reporting for the year ending December 31, 2020, from the Government Finance Officers Association (GFOA).
- Received the Operating Budget Excellence Award from the California Society of Municipal Finance Officers (CSMFO) award.
- Completed 2021 District Budget approved by from the Board of Directors.
- Attained an unmodified “clean” opinion for the financial statement audit of the year ended December 31, 2020.
- Completion of the Annual Comprehensive Financial Report.
- Continuance of the Miscellaneous Fee Study, in conjunction with the Capacity Fee Study on enhancements for the district’s financial stability.
- Funding implementation of the \$1.5 million WaterSMART Water and Energy Efficiency Grant from the United States Bureau of Reclamation for the Advanced Meter Infrastructure (AMI) Project. Project implementation included accurate monitoring and remediation of leaks in the district’s service area. Financial reimbursements totaling over half a million dollars are tracked through the project management module.

- Continued districtwide implementation of AMR / AMI meter reading project and billing improvement. On target to complete 7,700-meter upgrades with AMR technology by the 2021 year-end.
- Continued review and analysis of District water demands including updates to 32 housing tract water consumption data for 2016, 2017, 2018, 2019 and 2020 to understand effects of new water conservation measures as they relate to District Water Supply Consumption.
- Collaboration with District Board of Directors and Department staff on financial information including, revenue, and cash flow trends to sustain the district's financial resources during the COVID-19 pandemic and drought conditions.
- Participated in the Lift to Rise program, a new funding source, for COVID-19 utility arrearages program made available for renters in Riverside County.

### **Human Resources**

- Surveyed and measured employee engagement through a District-wide survey and achieved Great Place to Work certification, establishing the District as an employer of choice.
- Implemented a District-wide COVID-19 Prevention Program (CPP) in compliance with updated Cal/OSHA requirements and conducted training of all staff in best practices.
- Implementation of NeoGov Human Resources Information System (HRIS) system with Insight module.
- Implemented a Classification and Compensation study with consultant.
- Collaborated with the Employee Association in the development of a Memorandum of Understanding (MOU) agreement effective January 1, 2022.
- Establishment of an Emergency Preparedness Committee for implementation of the District's Emergency Response Plan (ERP).
- Conducted a Management and Leadership Academy as a professional development opportunity for management and supervisory employees.
- Centralized the District's safety program and implemented quarterly safety inspections.
- Implementation of consistent best practices recruiting strategies to recruit quality candidates.
- Hosted a Benefits Fair which coincided with Open Enrollment and provided employees with relevant benefit information.
- Collaborated with benefits broker to improve the value of Ancillary benefits for all employees.
- Implementation and completion of Cal/OSHA compliance requirements for COVID-19 Prevention Program (CPP).
- Implemented emergency policies to mitigate risk to the district during COVID-19 pandemic.
- Conducted a virtual open enrollment for the 2021 benefits period and a virtual health fair due to the COVID-19 emergency.

## **2022 FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT GOALS AND OBJECTIVES**

### **Administrative Services**

- Finalize Developer Impact Fee Study (Facilities Fee Study), another step toward enhancing the district's financial stability.
- Additional bill-pay tools are being considered for implementation in 2022.

- Continue to improve District computer systems and email system to ensure the most up-to-date and secure system to provide high quality service and to minimize exposure to increased public agency cyber-attacks.
- Continue updating District policies to current best practices and current laws, where applicable.
- Continue implementing best practice with the District's Records Retention Policy and paperless filing system.

## **Finance**

- Finalize 2020 Miscellaneous Fee Study and implement updated fees, continuing to enhance the district's financial stability.
- Obtain an unmodified "clean" opinion for the financial statement audit of the year ended December 31, 2021.
- District Backflow software will be upgraded in 2022.
- Timely completion of the district's audited Comprehensive Annual Financial Report and submittal to the Government Officers Association (GFOA) for the annual Certificate of Achievement for Excellence in Financial Reporting for the year ending December 31, 2021.
- Apply and receive the Operating Budget Excellence Award from the California Society of Municipal Finance Officers (CSMFO) for 2022 Budget document.
- Continue seeking prudent cost saving mechanisms, such as applying for Grants for Capital Improvement Projects
- Continue to implement best practices to maximize rate of return of investments safely and prudently.
- Review District's cost recovery components to ensure accurate fees.
- Continue to provide an annual Total Compensation Report for all full-time employees.
- Deploy 4,700 meters with AMR Technology in 2022, based on additional staffing options made possible with grant funding.

## **Human Resources**

- Implementation of additional NeoGov modules for Payroll, Self Service, and Learn, as part of Human Resources Information System (HRIS), to continue to improve departmental workflow efficiency.
- Update District policies for clarity and compliance changes in legislative changes and personnel law changes.
- Annual Total Compensation Report for all full-time employees.
- Workforce and succession planning for essential classifications.
- Development of an employee profile assessment tool to improve onboarding, teambuilding, professional development, and employee engagement.
- Professional development safety training to centralize the District's safety program and implement quarterly safety inspections.
- Update the District's Injury and Illness Prevention Plan.
- Attain the Special District Leadership Foundation (SDLF)'s District Transparency Certificate of Excellence.
- Sustain the District as an Employer of Choice accreditation.
- Conduct the annual benefits/health fair.

## PROFESSIONAL SERVICES

There are no positions budgeted in this division.

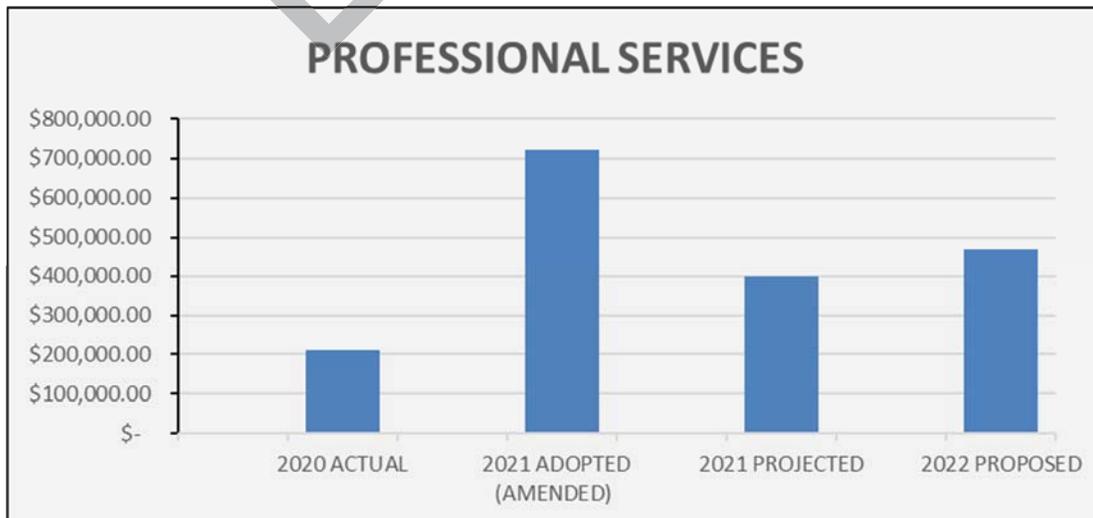
### *Division Description*

This category includes professional services from outside consultants for legal services, engineering, auditing, and other professional services.

### *Division Budget*

Proposed expenses for 2022 are 471,000, a 34.9 percent decrease below the amended budgeted professional services expenses for 2021, due to an anticipated decrease in other professional services expenses including Development Reimbursable-GIS.

PROFESSIONAL SERVICES		2020	2021	2021	2022	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-20-210-540012	Development Reimbursable Engineering	\$ -	\$ -	\$ -	\$ -	\$ -
01-20-210-540014	Development Reimbursable GIS	-	300,000	77,300	75,000	(225,000)
01-20-210-540018	Grant & Loan Procurement	-	-	-	-	-
01-20-210-540048	Permits, Fees & Licensing	-	2,060	-	3,000	940
01-20-210-580031	Outside Engineering	3,780	60,000	-	60,000	-
01-20-210-580032	CIP Related Outside Engineering	-	(41,280)	-	(42,000)	(720)
01-30-310-580001	Accounting and Audit	30,143	36,050	35,100	37,000	950
01-30-310-580011	General Legal	66,717	150,000	94,700	112,000	(38,000)
01-30-310-580036	Other Professional Services	52,989	147,200	115,500	157,000	9,800
01-50-510-550096	Beaumont Basin Watermaster	42,354	50,000	57,600	50,000	-
01-50-510-550097	SAWPA Basin Monitoring Program	14,776	19,000	18,000	19,000	-
		<u>\$ 210,759</u>	<u>\$ 723,030</u>	<u>\$ 398,200</u>	<u>\$ 471,000</u>	<u>\$ (252,030)</u>



## FINANCE AND ADMINISTRATIVE SERVICES

Finance and Administrative Services	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions
<b>General Manager</b>	1	0	1	0
<b>Assistant General Manager</b>	0	0	1	0
<b>Director of Finance and Administrative Services</b>	1	0	1	0
<b>Senior Finance and Administrative Analyst</b>	1	0	1	0
<b>Senior Accountant</b>	1	0	1	0
<b>Accountant III</b>	1	1 <sup>(1)</sup>	1	0
<b>Accounting Technician</b>	0	0	1	0
<b>Account Clerk (Part-Time)<sup>(2)</sup></b>	0	1 <sup>(3)</sup>	0	0
<b>Administrative Assistant</b>	1	1 <sup>(3)</sup>	1	1 <sup>(3)</sup>
<b>Customer Service Representative III</b>	1	0	1	0
<b>Customer Service Representative II</b>	1	0	1	0
<b>Customer Service Representative I</b>	2	2 <sup>(3)</sup>	3	1 <sup>(3)</sup>
<b>Customer Service Representative I (AMR)<sup>(4)</sup></b>	0	2 <sup>(4)</sup>	0	2 <sup>(4)</sup>
<b>Total Positions</b>	<b>10</b>	<b>7</b>	<b>13</b>	<b>4</b>
<p>(1) Total budget for position is based on 900 hours                      (2) Position eliminated for 2022                      (3) Total budget for position is based on 988 hours                      (4) Specific to AMR project with 50% grant match; each position is based on 1,000 hours</p>				

### Division Description

This division includes all administrative salaries, employee benefits, operating supplies, property insurance and other expenses associated with the following administrative functions of the District.

#### *General Manager*

Appointed by the Board of Directors, the General Manager plans, directs and oversees District programs, services and resources in accordance with short and long-range goals, policy statements and directives.

#### *Accounting*

The accounting section is responsible for managing the general ledger, bank reconciliation, fixed assets, financial reports, payroll, accounts payable, accounts receivable, annual budget and investment and cash management.

*Billing and Customer Service*

This section is responsible for managing all billing data, coordinating with other departments, ensuring that all customer bills are accurate and sent on time, providing assistance with payments, opening and closing accounts, account information, water consumption and more.



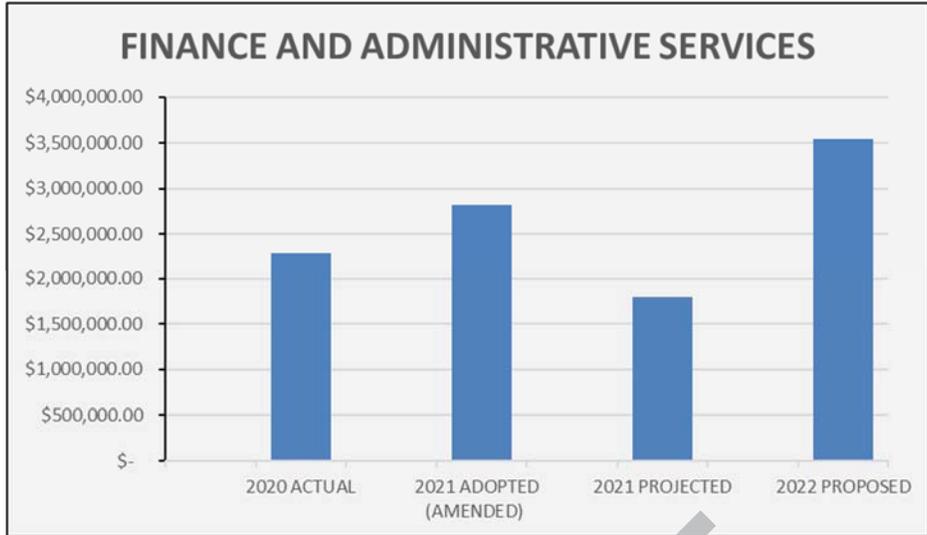
## Division Budget

Proposed expenses for 2022 are \$3,536,100, a 25.4 percent increase above the amended budgeted finance and administrative services expenses for 2021. The expected increase is due to the expenses related to additional staffing, including the Assistant General Manager position.

		2020	2021	2021	2022	
FINANCE AND ADMINISTRATIVE SERVICES		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	CHANGE
01-30-310-500105	Labor	\$ 891,530	\$ 1,178,947	\$ 822,500	\$ 1,421,000	\$ 242,053
01-30-310-500110	Overtime	1,045	1,214	5,400	9,000	7,786
01-30-310-500111	Double Time	181	193	300	1,000	807
01-30-310-500115	Social Security	47,945	88,696	53,500	105,000	16,304
01-30-310-500120	Medicare	14,496	20,759	13,500	25,000	4,241
01-30-310-500125	Health Insurance	188,265	268,320	190,700	373,000	104,680
01-30-310-500130	CalPERS Health Administration Costs	1,778	2,500	1,800	2,000	(500)
01-30-310-500140	Life Insurance	1,943	6,348	1,200	5,000	(1,348)
01-30-310-500143	EAP Program	238	885	200	2,000	1,115
01-30-310-500145	Workers' Compensation	5,248	11,734	4,900	12,000	266
01-30-310-500150	Unemployment Insurance	10,725	40,094	-	49,000	8,906
01-30-310-500155	Retirement/CalPERS	183,901	211,738	184,300	276,000	64,262
01-30-310-500161	Estimated Current Year OPEB Expense	202,149	151,500	-	213,000	61,500
01-30-310-500165	Uniforms & Employee Benefits	24	1,000	-	1,000	-
01-30-310-500175	Training/Education/Mtgs/Travel	7,311	25,000	4,500	31,000	6,000
01-30-310-500180	Accrued Sick Leave Expense	20,536	57,478	17,100	75,000	17,522
01-30-310-500185	Accrued Vacation Leave Expense	28,755	86,947	47,000	98,000	11,053
01-30-310-500187	Accrual Leave Payments	74,782	93,571	48,300	93,000	(571)
01-30-310-500190	Temporary Labor	62,404	49,154	71,800	45,000	(4,154)
01-30-310-500195	CIP Related Labor	(6,253)	(16,032)	-	(16,000)	32
01-30-310-550001	Bank/Financial Service Fees	6,435	20,600	6,400	17,000	(3,600)
01-30-310-550006	Cashiering Shortages/Overages	(1)	50	-	100	50
01-30-310-550008	Transaction/Return Fees	872	2,500	900	3,000	500
01-30-310-550010	Transaction/Credit Card Fees	69,346	78,000	80,600	80,000	2,000
01-30-310-550014	Credit Check Fees	5,042	10,300	6,100	7,000	(3,300)
01-30-310-550018	Employee Medical/First Aid	-	300	-	-	(300)
01-30-310-550030	Membership Dues	30,740	43,260	45,800	40,000	(3,260)
01-30-310-550036	Notary & Lien Fees	363	2,060	700	3,000	940
01-30-310-550042	Office Supplies	7,507	10,000	9,700	10,000	-
01-30-310-550046	Office Equipment	174	5,000	2,200	5,000	-
01-30-310-550048	Postage	3,446	12,000	3,400	40,000	28,000
01-30-310-550050	Utility Billing Service	65,759	72,000	67,400	81,000	9,000
01-30-310-550051	Advertising/Legal Notices	556	4,000	-	1,000	(3,000)
01-30-310-550054	Property, Auto & General Liability Insura	92,035	85,000	104,100	120,000	35,000
01-30-310-550066	Subscriptions	538	2,000	-	-	(2,000)
01-30-310-550072	Miscellaneous Operating Expenses	0	1,000	-	1,000	-
01-30-310-550078	Bad Debt Expense	-	25,000	-	25,000	-
01-30-310-560000	GASB 68 Pension Expense	268,909	167,500	-	283,000	115,500
		\$ 2,288,724	\$ 2,820,616	\$ 1,794,300	\$ 3,536,100	\$ 715,484

NOTE: System Depreciation is omitted from the chart for clarity

01-30-310-550084	Depreciation	\$ 2,865,579	\$ 2,850,000	\$ 2,887,000	\$ 3,000,000	\$ 150,000
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*Division Budget*

Proposed expenses for 2022 are \$325,200, a 5.6 percent increase above budgeted human resources and risk management expenses for 2021, due to anticipated increases in recruitment expense due to staffing difficulties in the current economy.

HUMAN RESOURCES AND RISK MANAGEMENT		2020	2021	2021	2022	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-30-320-500105	Labor	\$ 53,479	\$ 67,242	\$ 53,300	\$ 71,000	\$ 3,758
01-30-320-500110	Overtime	1,037	563	2,700	3,000	2,437
01-30-320-500111	Double Time	48	-	400	-	-
01-30-320-500115	Social Security	3,182	4,630	3,700	6,000	1,370
01-30-320-500120	Medicare	818	1,084	900	2,000	916
01-30-320-500125	Health Insurance	14,878	26,832	15,300	26,000	(832)
01-30-320-500140	Life Insurance	118	444	100	1,000	556
01-30-320-500143	EAP Program	22	72	-	1,000	928
01-30-320-500145	Workers' Compensation	303	661	300	1,000	339
01-30-320-500150	Unemployment Insurance	-	2,287	-	3,000	713
01-30-320-500155	Retirement/CalPERS	5,054	11,828	5,800	8,000	(3,828)
01-30-320-500165	Uniforms & Employee Benefits	-	111	-	200	89
01-30-320-500175	Training/Education/Mtgs/Travel	693	9,400	100	13,000	3,600
01-30-320-500176	District Professional Development	-	29,000	100	24,000	(5,000)
01-30-320-500177	General Safety Training & Supplies	9,275	28,250	7,800	31,000	2,750
01-30-320-500180	Accrued Sick Leave Expense	1,968	3,106	800	4,000	894
01-30-320-500185	Accrued Vacation Leave Expense	2,924	3,202	1,900	4,000	798
01-30-320-500187	Accrual Leave Payments	-	449	-	2,000	1,551
01-30-320-500190	Temporary Labor	-	-	-	-	-
01-30-320-550024	Employment Testing	170	4,530	1,900	5,000	470
01-30-320-550025	Employee Retention	898	5,000	600	5,000	-
01-30-320-550026	Recruitment Expense	-	8,059	46,300	56,000	47,941
01-30-320-550028	District Certification	-	2,550	2,300	4,000	1,450
01-30-320-550030	Membership Dues	199	1,470	1,700	3,000	1,530
01-30-320-550042	Office Supplies	906	2,500	1,500	3,000	500
01-30-320-550051	Advertising/Legal Notices	2,882	2,785	1,500	4,000	1,215
01-30-320-580036	Other Professional Services	25,489	92,000	54,500	45,000	(47,000)
		<b>\$ 124,342</b>	<b>\$ 308,055</b>	<b>\$ 203,500</b>	<b>\$ 325,200</b>	<b>\$ 17,145</b>



# INFORMATION TECHNOLOGY

## DIVISIONS

- Information Technology

## 2021 ACCOMPLISHMENTS

- Completed computer workstation upgrades, server upgrades and application upgrades to ensure that the BCVWD computer network was current and capable of providing the District with an efficient computer environment to conduct business.
- Upgraded existing telephone system at the District to provide additional features, call routing capabilities and remote work capabilities.
- Upgrade District printing capabilities by adding new / additional Multi-Function Printers.
- Expanded District Backup and Disaster Recovery Plan to ensure business continuity, to include offsite replication.
- Upgraded the Board of Directors chambers Audio Visual systems and incorporate Zoom and Video Conferencing technologies.
- Upgraded Conference Equipment in Conference Rooms and General Manager Office.
- Upgraded District cybersecurity defenses to include additional hardware, software, and monitoring capabilities.
- Further matured the Information Security Plan at BCVWD by conducting an Internal Information Security Risk Assessment and improve on findings in preparation for an external risk assessment and pen test.
- Deployed NeoGov Human Resource Information System (HRIS) and modules that will allow for the further expansion for adding Personnel tracking, Payroll, and Self Service in 2022.
- Upgraded District 2-way radio system, adding a digital frequency and installing a new repeater and mobile radio capabilities District wide.
- Assisted all departments with fulfilling technical requirements for their 2021 goals and objectives.

## 2022 INFORMATION TECHNOLOGY DEPARTMENT GOALS AND OBJECTIVES

- Ongoing computer workstation upgrades, server upgrades and application upgrades to ensure that the BCVWD computer network is current and capable of providing the District with an efficient computer environment to conduct business.
- Upgrade Backflow System to electronic program that links directly to enterprise software.
- Add additional iPad's and automated forms to field staff to help streamline processes.
- Continued NeoGov module implementation.
- Continue SCADA system upgrade.
- Continue to implement AMR / AMI project, and complete Phase III.
- Assist all departments with fulfilling technical requirements for their 2022 goals and objectives.

- Upgrade Core Network Switching Environment.
- Upgrade / Deploy Cybersecurity technical controls to continue to improve on District cybersecurity.
- Upgrade Core UPS in IT Server Room for backup power.
- Re-wire server room to clean up and de-clutter existing environment.
- Update IT Policies and Procedures as well as Update Cybersecurity Policies and Procedures.

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## INFORMATION TECHNOLOGY

Information Technology	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions
<b>Director of Information Technology</b>	1	0	1	0
<b>Total Positions</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

### *Division Description*

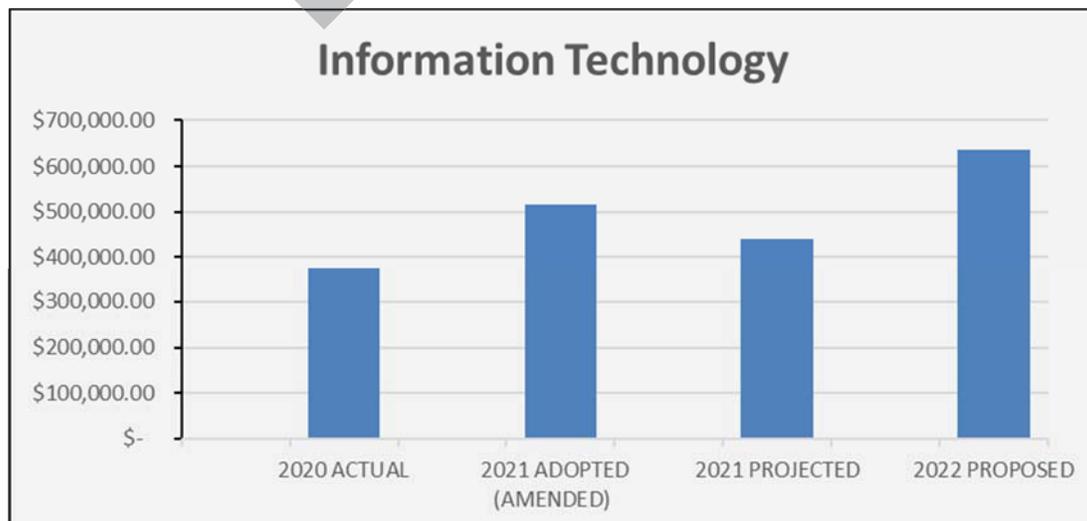
This division includes the administrative salaries, employee benefits, operating supplies, and other expenses associated with the effective and efficient integration of technology into the District's business practices and procedures.



*Division Budget*

Proposed expenses for 2022 are \$637,000 a 23.8 percent increase above the budgeted information technology expenses for 2021, due to an anticipated increase in license, maintenance, and support expenses related to information technology as well as new expenses for cybersecurity software and hardware.

INFORMATION TECHNOLOGY		2020	2021	2021	2022	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-35-315-500105	Labor	\$ 128,504	\$ 143,514	\$ 131,000	\$ 152,000	\$ 8,486
01-35-315-500115	Social Security	8,634	11,298	9,500	12,000	702
01-35-315-500120	Medicare	2,341	2,643	2,200	3,000	357
01-35-315-500125	Health Insurance	25,371	26,832	26,000	26,000	(832)
01-35-315-500140	Life Insurance	276	936	200	1,000	64
01-35-315-500143	EAP Program	22	72	-	1,000	928
01-35-315-500145	Workers' Compensation	696	1,476	700	2,000	524
01-35-315-500150	Unemployment Insurance	-	4,880	-	6,000	1,120
01-35-315-500155	Retirement/CalPERS	14,034	15,804	15,500	18,000	2,196
01-35-315-500165	Uniforms & Employee Benefits	-	-	-	-	-
01-35-315-500175	Training/Education/Mtgs/Travel	3,810	4,120	4,300	5,000	880
01-35-315-500180	Accrued Sick Leave Expense	454	8,270	-	9,000	730
01-35-315-500185	Accrued Vacation Leave Expense	(14,937)	15,035	-	16,000	965
01-35-315-500187	Accrual Leave Payments	32,827	14,660	22,600	15,000	340
01-35-315-500190	Temporary Labor	-	-	-	-	-
01-35-315-500195	CIP Related Labor	-	(32,875)	-	(33,000)	(125)
01-35-315-501511	Telephone/Internet Service	29,025	36,668	39,100	45,000	8,332
01-35-315-501521	Building Alarms and Security	-	-	-	10,000	10,000
01-35-315-540014	GIS Maintenance and Updates	-	-	-	10,000	10,000
01-35-315-550030	Membership Dues	-	2,060	2,300	3,000	940
01-35-315-550044	Printing/Toner & Maintenance	-	19,000	17,100	28,000	9,000
01-35-315-550051	Advertising/Legal Notices	1,250	-	-	-	-
01-35-315-580016	Computer Hardware	16,202	25,000	3,900	30,000	5,000
01-35-315-580021	IT/Software Support	-	5,150	4,700	8,000	2,850
01-35-315-580026	License/Maintenance/Support	127,780	210,000	159,800	220,000	10,000
01-35-315-580028	Cybersecurity Software/Hardware	-	-	-	50,000	50,000
		<b>\$ 376,287</b>	<b>\$ 514,543</b>	<b>\$ 438,900</b>	<b>\$ 637,000</b>	<b>\$ 122,457</b>





# OPERATIONS

## DIVISIONS

- Source of Supply
- Transmission and Distribution
- Field Inspections
- Customer Service and Meter Reading
- Maintenance and General Plant

## 2021 ACCOMPLISHMENTS

- Provided coordination with the District's Information Technology (IT) department to leverage IT and establish an efficient process for compliance with Electronic Positive Response for Underground Service Alert (USA) tickets.
- Replaced over 6,000 customer meters and met required benchmarks identified in the awarded grant contract for AMR/AMI implementation of electronic meters.
- Provided coordination and support for contractor work to complete the replacement of water facilities on Antonell Ct., including water main and service lines.
- Provided over 1,200 hours of developer funded new facility inspections of water mains, service lines, fire hydrant laterals and associated appurtenances.
- Provided field planning and ongoing support for the Grand Avenue Storm Drain (MDP Line 16) Project in cooperation with the Engineering Department and Riverside County Flood Control.
- Provided support to Riverside County Flood Control and emergency response personnel, as a member of the Burn Area Task Force, during weather conditions that pose a risk for mud and debris flows from the Apple/El Dorado burn scars.
- Provided community outreach and drought related presentations to various HOAs and community groups.
- Completed the Well 14 and Well 24 well rehabilitation and pumping unit repair projects.
- Completed the Well 25 and Well 29 (in progress) emergency pumping unit and electric motor repair projects to increase pumping capacity during the high demand summer months to provide redundancy for fire protection efforts and to prepare for anticipated Southern California Edison Public Safety Power Shutoffs (PSPS).
- Completed a District wide sanitary survey with the California Water Resources Control Board, Division of Drinking Water.
- Developed and implemented new emergency leak response and repair activities in support of the City of Beaumont's encroachment permit and street moratorium requirements.
- Provided a grant application, support, planning and deployment of a new digital repeater and handheld radio system.
- Continue to improve the District Safety Program by utilizing professional risk management, safe work practices, training, and by providing additional safety equipment.

- Completed the installation of additional eyewash/showers at District facilities in accordance with safety improvements identified in the District's 2021-2025 Capital Improvement Budget.
- Provided coordination with the District's IT department to deploy a drone, pilot training and drone policy, to reduce risk and further improve the District Safety Program by reducing the need to climb elevated water storage tanks and buildings for both normal and emergency facility inspections.
- Completed Leadership Development Academy training for nine team members in the Operations department to further educate staff and develop leadership skills that align with District values.

## **2022 OPERATIONS DEPARTMENT GOALS AND OBJECTIVES**

- Continue mapping of the District's non-potable system including the mapping of customer non-potable/potable water use areas and piping for use in Recycled Water permitting.
- Complete system wide shutdown tests of non-potable water system including all non-potable water users to ensure complete separation of the non-potable and potable water systems on both District and end user properties.
- Begin recycled water conversion as end user properties are approved and included in the City of Beaumont's Recycled Water Use Permit.
- Support Engineering and the City of Beaumont to design and build a booster station that will allow the District to receive recycled water from the City of Beaumont's Wastewater Treatment Plant and deliver said water to the District owned non-potable 2800 Reservoir.
- Provide support and inspection activities for the District's capital projects to drill two new potable water wells (i.e. Wells 1A and 2A) to increase redundancy and provide additional pumping capacity to meet high system demands.
- Provide support and inspection activities for the construction of the District's capital project Noble Reservoir 2 and associated pipeline improvements to provide additional storage capacity in the District's 3040 pressure zone.
- Provide support and inspection activities for the capital replacement project of two potable water mains identified as P-3620-0012 Ave Altejo Bella, Avenida Miravilla to End of Cul-De-Sac and P-3620-0015 Appletree Lane, B-Line to Oak Glen Road.
- Coordinate with Engineering to design and construct well buildings in Edgar Canyon with fire-resistant material to replace wood structures and provide additional protection for crucial District infrastructure during wildfires.
- Coordinate with the District's Information Technology (IT) department and District vendors to update and replace the existing SCADA Telemetry system in accordance with the District's Capital Improvement Plan (CIP).
- Continue aggressive meter replacement to meet benchmarks identified in the awarded grant contract for AMR/AMI implementation with complete meter replacement and AMI infrastructure installation by year's end.
- Coordinate with the District's IT department to leverage IT and improve the District's valve maintenance, flushing, and backflow programs.

## SOURCE OF SUPPLY

Source of Supply	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions
Recycled Water Supervisor	1	0	1	0
Production Supervisor	1	0	1	0
Production Maintenance II	3	0	3	0
Production Maintenance I	1	0	1	0
Maintenance Utility Worker <sup>(1)</sup>	1	0	0	0
Heavy Equipment Operator <sup>(2)</sup>	0	0	0	0
<b>Total Positions</b>	<b>7</b>	<b>0</b>	<b>6</b>	<b>0</b>
<p>(1) New position budgeted for 2021, for maintenance of District sites. These duties have historically been performed by a Production Maintenance I. Actual Division is Maintenance</p> <p>(2) Non-budget position, based on 988 hours</p>				

### Division Description

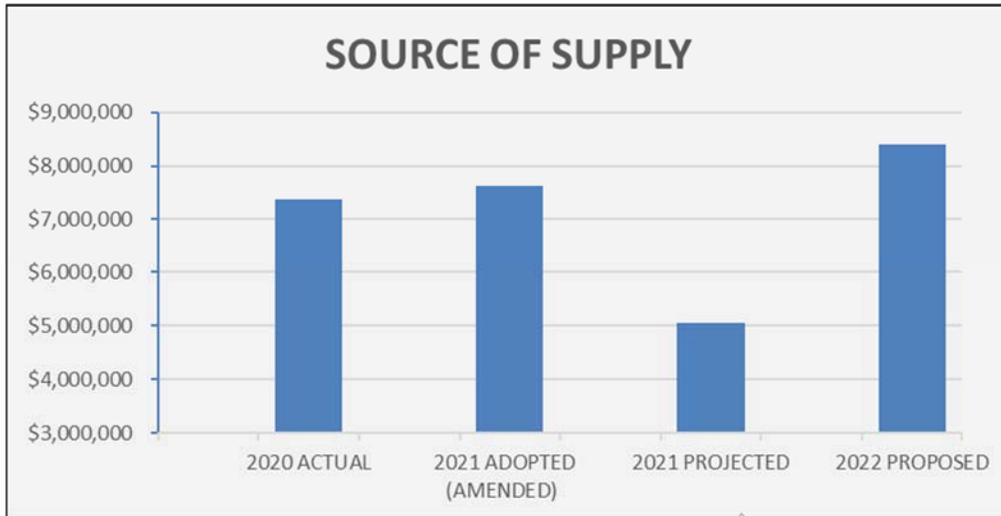
Source of Supply represents the division responsible for expenses related to the operation and maintenance of wells, booster stations, storage facilities, State Water Project supplies. It oversees supervisory control and data acquisition (SCADA), water quality functions, and the construction, installation, testing, calibration, maintenance and repair of electrical systems and process control instrumentation systems.



*Division Budget*

Source of supply expenses for 2022 are proposed as \$8,393,000, a 10.1 percent increase above the 2021 budgeted expenses, due to an increase in the expected State project Water Purchases.

SOURCE OF SUPPLY	2020	2021	2021	2022	CHANGE
	ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-40-410-500105 Labor	\$ 236,537	\$ 483,039	\$ 236,600	\$ 451,000	\$ (32,039)
01-40-410-500110 Overtime	9,903	20,292	5,700	15,000	(5,292)
01-40-410-500111 Double Time	1,463	2,751	3,400	3,000	249
01-40-410-500113 Standby/On-Call	7,875	12,250	9,300	13,000	750
01-40-410-500115 Social Security	18,141	36,063	17,600	34,000	(2,063)
01-40-410-500120 Medicare	4,291	8,439	4,100	8,000	(439)
01-40-410-500125 Health Insurance	90,454	187,824	94,500	151,000	(36,824)
01-40-410-500140 Life Insurance	568	3,252	400	2,000	(1,252)
01-40-410-500143 EAP Program	87	504	100	1,000	496
01-40-410-500145 Workers' Compensation	8,110	24,270	7,600	19,000	(5,270)
01-40-410-500150 Unemployment Insurance	5,041	57,436	12,800	64,000	6,564
01-40-410-500155 Retirement/CalPERS	63,819	111,455	67,100	105,000	(6,455)
01-40-410-500165 Uniforms & Employee Benefits	1,456	3,652	1,500	4,000	348
01-40-410-500175 Training/Education/Mtgs/Travel	2,075	6,000	3,600	6,000	-
01-40-410-500180 Accrued Sick Leave Expense	15,536	22,256	11,400	21,000	(1,256)
01-40-410-500185 Accrued Vacation Leave Expense	14,631	31,088	15,000	31,000	(88)
01-40-410-500187 Accrual Leave Payments	3,015	8,586	-	11,000	2,414
01-40-410-500195 CIP Related Labor	-	(30,000)	-	(20,000)	10,000
01-40-410-500501 State Project Water Purchases	4,390,995	3,870,300	1,795,500	4,349,000	478,700
01-40-410-500511 Ground Water Purchases	-	-	-	-	-
01-40-410-501101 Electricity - Wells	2,105,011	2,327,800	2,316,200	2,467,000	139,200
01-40-410-501201 Gas - Wells	181	225	200	1,000	775
01-40-410-510011 Treatment & Chemicals	65,770	110,000	219,800	150,000	40,000
01-40-410-510021 Lab Testing	57,882	75,000	55,300	90,000	15,000
01-40-410-510031 Small Tools, Parts & Maintenance	6,988	8,000	7,900	8,000	-
01-40-410-520021 Maintenance & Repair-Telemetry Equipm	3,212	4,280	-	5,000	720
01-40-410-520061 Maintenance & Repair-Pumping Equipme	185,630	142,613	51,700	303,000	160,387
01-40-410-540084 Regulations Mandates & Tariffs	78,040	90,000	120,100	97,000	7,000
01-40-410-550024 Employment Testing	150	-	-	1,000	1,000
01-40-410-550066 Subscriptions	1,070	3,000	-	3,000	-
	<u>\$ 7,377,929</u>	<u>\$ 7,620,375</u>	<u>\$ 5,057,400</u>	<u>\$ 8,393,000</u>	<u>\$ 772,625</u>



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## TRANSMISSION AND DISTRIBUTION

Transmission and Distribution	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions
Director of Operations	1	0	1	0
Field Superintendent	1	0	1	0
Transmission and Distribution Supervisor	1	0	1	0
Water Utility Person III	3 <sup>(1)</sup>	0	3 <sup>(1)</sup>	0
Water Utility Person II	2 <sup>(1)</sup>	0	2 <sup>(1)</sup>	0
Water Utility Person I	5 <sup>(1)</sup>	0	5 <sup>(1)</sup>	4 <sup>(2)</sup>
Water Utility Person I (AMR)	0	2 <sup>(3)</sup>	0	2 <sup>(3)</sup>
<b>Total Positions</b>	<b>13</b>	<b>2</b>	<b>13</b>	<b>6</b>
<p>(1) Employee counted in home department only; total budget splits expenses for other departments worked</p> <p>(2) Additional staffing to assist with peak summer activity</p> <p>(3) Specific to AMR/AMI project with 50% grant match; each position is based on 2,000 hours</p>				

### Division Description

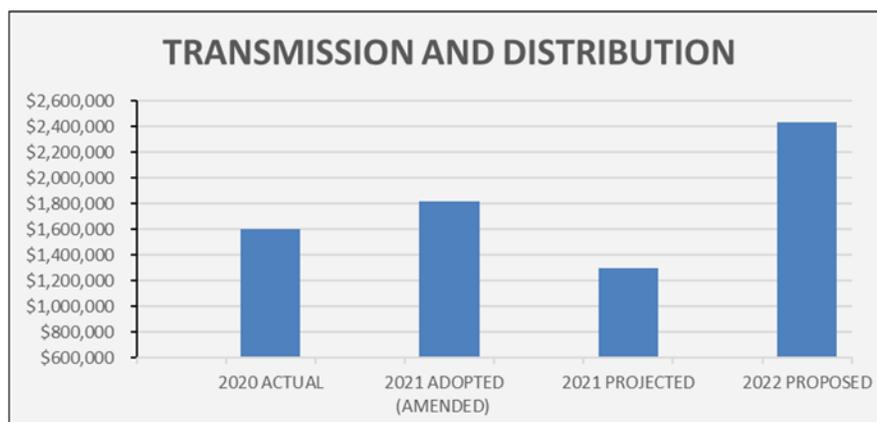
This division includes the maintenance of the distribution system, service connections, meters, reservoirs and pressure regulating stations that deliver water throughout the District. This division also includes expenses associated with new service requests, fire hydrants and fire services.



*Division Budget*

Proposed expenses for 2022 are \$2,439,000, a 33.9 percent increase above the 2021 budgeted transmission and distribution expenses. The expected increase is due to the additional temporary staffing for peak leak season as well as vegetation and weed control, along with contracted services for developer inspections.

TRANSMISSION AND DISTRIBUTION		2020	2021	2021	2022	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-40-440-500105	Labor	\$ 582,607	\$ 890,681	\$ 531,000	\$ 1,061,000	\$ 170,319
01-40-440-500110	Overtime	50,521	42,887	50,700	57,000	14,113
01-40-440-500111	Double Time	22,275	11,117	28,000	30,000	18,883
01-40-440-500113	Standby/On-Call	15,775	29,250	16,000	28,000	(1,250)
01-40-440-500115	Social Security	47,828	68,068	42,000	85,000	16,932
01-40-440-500120	Medicare	11,286	15,931	9,800	20,000	4,069
01-40-440-500125	Health Insurance	204,604	303,216	171,300	351,000	47,784
01-40-440-500140	Life Insurance	1,529	5,496	900	4,000	(1,496)
01-40-440-500143	EAP Program	254	956	200	2,000	1,044
01-40-440-500145	Workers' Compensation	15,761	34,644	13,100	36,000	1,356
01-40-440-500155	Retirement/CalPERS	149,210	188,285	135,300	224,000	35,715
01-40-440-500165	Uniforms & Employee Benefits	6,200	7,000	6,100	14,000	7,000
01-40-440-500175	Training/Education/Mtgs/Travel	207	3,090	400	5,000	1,910
01-40-440-500177	General Safety Supplies	-	7,000	1,700	11,000	4,000
01-40-440-500180	Accrued Sick Leave Expense	39,722	45,345	17,600	54,000	8,655
01-40-440-500185	Accrued Vacation Leave Expense	34,804	53,352	35,500	64,000	10,648
01-40-440-500187	Accrual Leave Payments	33,100	20,399	1,800	63,000	42,601
01-40-440-500190	Temporary Labor	-	-	-	166,000	166,000
01-40-440-500195	CIP Related Labor	(8,580)	(110,920)	(800)	(111,000)	(80)
01-40-440-510031	Maintenance and Repair- Pipeline & Hyd	17,787	13,250	12,300	14,000	750
01-40-440-520071	Maintenance and Repair- Hydraulically C	100,058	30,000	65,900	73,000	43,000
01-40-440-520081	Maint & Rpr-Pressure Regulators	14,612	8,750	7,400	25,000	16,250
01-40-440-540001	Backflow Maintenance	1,810	4,200	4,100	5,000	800
01-40-440-540024	Inventory Adjustments	25,560	7,452	40,700	26,000	18,548
01-40-440-540036	Line Locates	2,070	3,605	2,600	4,000	395
01-40-440-540042	Meters Maintenance & Services	207,560	80,000	101,900	90,000	10,000
01-40-440-540078	Reservoirs Maintenance	20,927	54,500	-	33,000	(21,500)
01-40-440-550024	Employment Testing	-	-	-	1,000	1,000
01-40-440-550051	Advertising/Legal Notices	1,670	4,000	1,700	4,000	-
		<u>\$ 1,599,156</u>	<u>\$ 1,821,554</u>	<u>\$ 1,297,200</u>	<u>\$ 2,439,000</u>	<u>\$ 617,446</u>



## INSPECTIONS

Inspections	2020 Budget Full-Time Positions	2020 Budget Part-Time Positions	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions
<b>Water Utility Person III</b>	0 <sup>(1)</sup>	0	0 <sup>(1)</sup>	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>(1) Budget amount represents portion of full-time position expenses from Transmission and Distribution employees who perform duties within this division</i>				

### *Division Description*

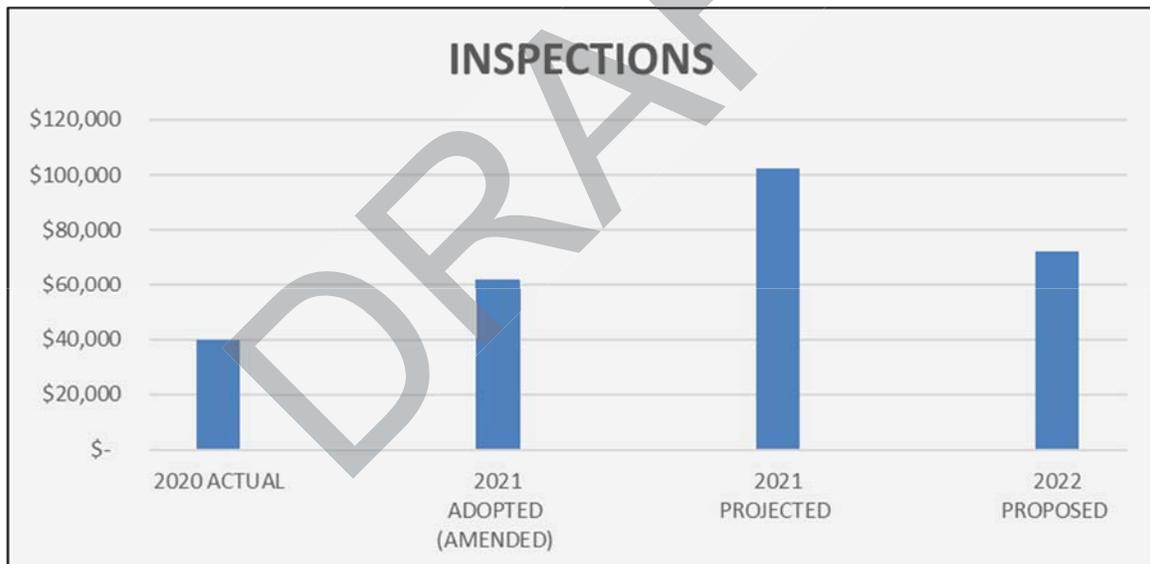
This division includes the labor expenses of inspecting developer-constructed additions to the distribution system such as service connections, meters, reservoirs and pressure regulating stations that deliver water throughout the District. These expenses are typically recovered through inspection fees and development charges.



*Division Budget*

Proposed expenses for 2022 are \$72,000, a 15.8 percent increase above 2021 budgeted inspection expenses.

INSPECTIONS		2020	2021	2021	2022	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-40-450-500105	Labor	\$ 21,051	\$ 32,976	\$ 50,400	\$ 34,000	\$ 1,024
01-40-450-500110	Overtime	3,754	1,780	16,800	5,000	3,220
01-40-450-500111	Double Time	-	223	-	2,000	1,777
01-40-450-500113	Standby/On-Call	-	-	-	-	-
01-40-450-500115	Social Security	1,544	2,184	4,200	3,000	816
01-40-450-500120	Medicare	361	512	1,000	1,000	488
01-40-450-500125	Health Insurance	7,307	13,704	17,500	13,000	(704)
01-40-450-500140	Life Insurance	32	252	100	1,000	748
01-40-450-500143	EAP Program	6	36	-	1,000	964
01-40-450-500145	Workers' Compensation	541	1,617	1,600	2,000	383
01-40-450-500155	Retirement/CalPERS	5,261	8,891	10,800	10,000	1,109
		<u>\$ 39,857</u>	<u>\$ 62,175</u>	<u>\$ 102,400</u>	<u>\$ 72,000</u>	<u>\$ 9,825</u>



## CUSTOMER SERVICE AND METER READING

Customer Service and Meter Reading	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions
Water Utility Person III	1	0	1	0
Water Utility Person II	2	0	2	0
<b>Total Positions</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>

### *Division Description*

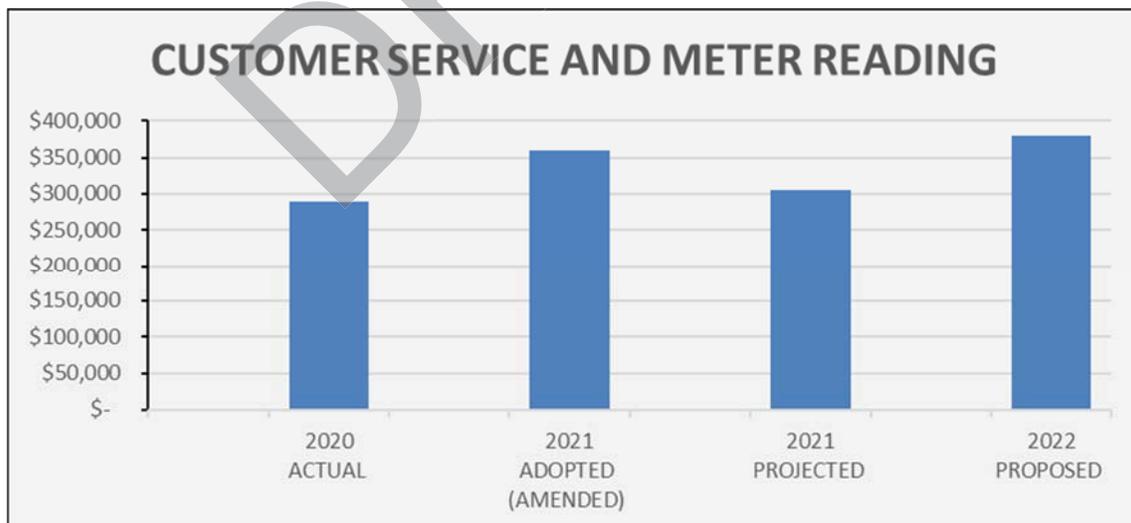
This department conducts meter reading and field related customer service activities for approximately 19,864 accounts.



*Division Budget*

Proposed expenses for 2022 are \$380,000, a 5.4 percent increase above the 2021 budgeted customer service and meter reading expenses.

		2020	2021	2021	2022	CHANGE
CUSTOMER SERVICE AND METER READING		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-40-460-500105	Labor	\$ 148,009	\$ 174,027	\$ 151,800	\$ 184,000	\$ 9,973
01-40-460-500110	Overtime	10,252	14,424	7,600	16,000	1,576
01-40-460-500111	Double Time	4,464	3,933	2,300	4,000	67
01-40-460-500113	Standby/On-Call	-	3,250	-	5,000	1,750
01-40-460-500115	Social Security	11,296	14,421	11,800	16,000	1,579
01-40-460-500120	Medicare	2,681	3,375	2,800	4,000	625
01-40-460-500125	Health Insurance	60,650	80,496	64,400	76,000	(4,496)
01-40-460-500140	Life Insurance	342	1,188	200	1,000	(188)
01-40-460-500143	EAP Program	64	216	100	1,000	784
01-40-460-500145	Workers' Compensation	5,065	8,687	5,000	8,000	(687)
01-40-460-500155	Retirement/CalPERS	41,413	48,690	45,700	55,000	6,310
01-40-460-500165	Uniforms & Employee Benefits	1,527	1,800	700	3,000	1,200
01-40-460-500175	Training/Education/Mtgs/Travel	130	412	300	1,000	588
01-40-460-500180	Accrued Sick Leave Expense	11,750	8,040	12,900	9,000	960
01-40-460-500185	Accrued Vacation Leave Expense	15,447	14,918	16,000	16,000	1,082
01-40-460-500187	Accrual Leave Payments	1,421	13,584	-	11,000	(2,584)
01-40-460-500195	CIP Related Labor	(25,617)	(30,839)	(17,100)	(31,000)	(161)
01-40-460-550024	Employment Testing	45	-	-	1,000	1,000
		\$ 288,937	\$ 360,622	\$ 304,500	\$ 380,000	\$ 19,378



## MAINTENANCE AND GENERAL PLANT

Maintenance and General Plant	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions
<b>Maintenance Utility Worker<sup>(1)</sup></b>	0	0	1	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>
<i>(1) New position budgeted for 2021 under Source of Supply for maintenance duties that had historically been performed by a Production Maintenance I. Corrected division for 2022.</i>				

### *Division Description*

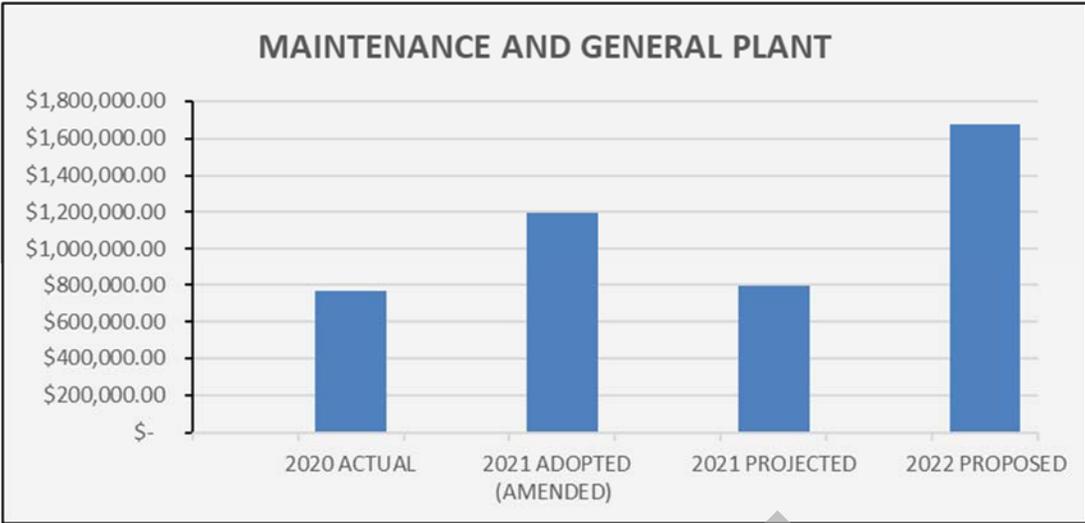
This category includes utilities, auto/equipment fuel, maintenance and repairs for all residences and offices. It also includes all landscape maintenance related labor as well as general maintenance in the canyon areas, recharge basin system and the Noble Creek Recharge facility. A new position, Maintenance Utility Worker, has been added to the 2022 budget to focus on this category.

### *Division Budget*

Proposed expenses for 2022 are \$1,675,500 a 40.1 percent increase above the 2021 amended budgeted maintenance and general plant expenses, which include District Maintenance Repair and Paving expense previously budgeted in other maintenance and repair line items.



		2021				
MAINTENANCE AND GENERAL PLANT		2020	ADOPTED	2021	2022	CHANGE
		ACTUAL	(AMENDED)	PROJECTED	PROPOSED	
01-40-470-500105	Labor	\$ 16,501	\$ 63,243	\$ 3,100	\$ 90,000	\$ 26,757
01-40-470-500110	Overtime	-	3,081	-	4,000	919
01-40-470-500111	Double Time	-	955	-	2,000	1,045
01-40-470-500113	Standby/On-Call	-	-	-	-	-
01-40-470-500115	Social Security	1,024	4,186	200	7,000	2,814
01-40-470-500120	Medicare	239	982	-	2,000	1,018
01-40-470-500125	Health Insurance	4,150	31,956	2,100	38,000	6,044
01-40-470-500140	Life Insurance	44	432	-	1,000	568
01-40-470-500143	EAP Program	8	85	-	1,000	915
01-40-470-500145	Workers' Compensation	476	3,101	100	4,000	899
01-40-470-500155	Retirement/CalPERS	4,489	11,576	2,400	16,000	4,424
01-40-470-500165	Uniforms & Employee Benefits	-	-	-	1,000	1,000
01-40-470-500175	Training/Education/Mtgs/Travel	-	-	-	2,000	2,000
01-40-470-500180	Accrued Sick Leave Expenses	-	-	-	3,000	3,000
01-40-470-500185	Accrued Vacation Expenses	-	-	-	3,000	3,000
01-40-470-500187	Accrual Leave Payments	-	-	-	-	-
01-40-470-501111	Electricity - 560 Magnolia Ave	20,498	35,000	33,300	37,000	2,000
01-40-470-501121	Electricity - 12303 Oak Glen Rd	3,546	4,000	4,400	5,000	1,000
01-40-470-501131	Electricity - 13695 Oak Glen Rd	1,798	2,000	2,400	3,000	1,000
01-40-470-501141	Electricity - 13697 Oak Glen Rd	2,366	3,000	2,900	3,000	-
01-40-470-501151	Electricity - 9781 Avenida Miravilla	2,094	2,000	2,000	2,000	-
01-40-470-501161	Electricity - 815 E. 12th St	5,973	6,000	7,400	8,000	2,000
01-40-470-501171	Electricity - 851 E. 6th St	2,993	4,200	3,300	5,000	800
01-40-470-501321	Propane - 12303 Oak Glen Rd	-	118	-	1,000	882
01-40-470-501331	Propane - 13695 Oak Glen Rd	982	2,000	1,300	3,000	1,000
01-40-470-501341	Propane - 13697 Oak Glen Rd	1,811	2,000	2,100	3,000	1,000
01-40-470-501351	Propane-9781 Avenida Miravilla	1,062	1,600	1,500	2,000	400
01-40-470-501411	Sanitation - 560 Magnolia Ave	3,207	2,987	3,800	4,000	1,013
01-40-470-501461	Sanitation - 815 E. 12th St	4,922	4,172	5,400	6,000	1,828
01-40-470-501471	Sanitation - 11083 Cherry Ave	3,027	3,296	3,400	4,000	704
01-40-470-501600	Property Maintenance & Repairs	-	-	-	-	-
01-40-470-501611	Maintenance & Repair- 560 Magnolia Av	23,677	26,856	23,400	27,000	144
01-40-470-501621	Maintenance & Repair- 12303 Oak Glen	117	4,600	2,000	12,000	7,400
01-40-470-501631	Maintenance & Repair- 13695 Oak Glen	947	9,000	200	12,000	3,000
01-40-470-501641	Maintenance & Repair- 13697 Oak Glen	1,895	4,000	1,100	9,000	5,000
01-40-470-501651	Maintenance & Repair- 9781 Avenida M	470	4,000	100	9,000	5,000
01-40-470-501661	Maintenance & Repair- 815 E. 12th St	6,217	7,115	6,100	14,000	6,885
01-40-470-501671	Maintenance & Repair- 851 E. 6th St	3,529	3,000	2,600	3,000	-
01-40-470-501691	Maintenance & Repair- Buildings (Gener	24,458	60,000	16,700	60,000	-
01-40-470-510001	Auto/Fuel	77,553	84,000	76,000	100,000	16,000
01-40-470-510002	CIP Related Fuel	-	-	-	-	-
01-40-470-520011	Maintenance & Repair-Safety Equipment	15,507	17,510	5,200	18,000	490
01-40-470-520031	Maintenance & Repair-General Equipmer	70,140	47,380	47,200	50,000	2,620
01-40-470-520041	Maintenance & Repair-Fleet	49,987	125,500	74,600	126,000	500
01-40-470-520051	Maintenance & Repair-Paving	-	140,000	202,000	83,000	(57,000)
01-40-470-520061	Maintenance & Repair-Paving (City of Bc	-	-	-	379,000	379,000
01-40-470-520091	Maintenance & Repair-Communication E	47,972	6,500	-	7,000	500
01-40-470-540030	Landscape Maintenance	124,351	82,000	62,300	82,000	-
01-40-470-540072	Recharge Facility, Canyon & Pond Maint	-	200,000	43,200	200,000	-
01-40-470-540084	Encroachment Permits	-	-	-	36,000	36,000
01-40-470-550024	Employment Testing	-	-	-	500	500
01-50-510-502001	Rents/Leases	24,665	24,900	25,300	27,000	2,100
01-50-510-510031	Small Tools, Parts & Maintenance	-	515	500	1,000	485
01-50-510-540066	Property Damage & Theft	6,559	26,827	12,000	27,000	173
01-50-510-550040	General Supplies	10,977	15,279	7,200	17,000	1,721
01-50-510-550060	Public Education/Community Outreach	129,617	99,330	99,300	100,000	670
01-50-510-550072	Miscellaneous Operating Expenses	-	1,030	-	1,000	(30)
01-50-510-550074	Disaster Preparedness Ongoing Expenses	63,406	15,000	5,200	15,000	-
		\$ 763,256	\$ 1,196,312	\$ 793,300	\$ 1,675,500	\$ 479,188



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# Budget Detail



Revenues: 2021 Adopted Budget versus 2021 Projected Actuals versus 2022 Proposed Budget

	2020 ACTUAL	2021 ADOPTED	2021 PROJECTED	2022 PROPOSED	CHANGE
<b>OPERATING REVENUE</b>					
<b>Water Sales</b>					
01-50-510-410100 Sales	\$ 5,183,600	5,626,822	5,949,800	6,367,000	740,178
01-50-510-410111 Drought Surcharges	\$ -	0	0	0	0
01-50-510-410151 Agricultural Irrigation Sales	24,300	22,316	26,700	29,000	6,684
01-50-510-410171 Construction Sales	124,600	101,314	189,100	203,000	101,686
01-50-510-413011 Fixed Meter Charges	3,843,400	3,661,781	3,964,900	4,243,000	581,219
	9,175,900	9,412,233	10,130,500	10,842,000	1,429,767
<b>Development and Installation Charges</b>					
01-50-510-413021 Meter Fees	500,400	300,000	386,400	300,000	-
01-50-510-419011 Development Income	212,500	60,000	194,900	226,000	166,000
01-50-510-419012 Development Income - GIS	-	300,000	-	308,000	8,000
	712,900	660,000	581,300	834,000	174,000
<b>Water Importation Surcharge</b>					
01-50-510-415001 SGPWA Importation Charges	3,951,500	3,870,300	4,278,600	4,349,000	478,700
<b>Water Pumping Energy Surcharge</b>					
01-50-510-415011 SCE Power Charges	1,820,400	1,816,800	1,901,600	2,467,000	650,200
<b>Other Charges for Service</b>					
01-50-510-413001 Backflow Administration Charges	50,500	45,000	50,200	51,000	6,000
01-50-510-417001 2nd Notice Penalties	18,000	100,000	60,800	61,000	(39,000)
01-50-510-417011 3rd Notice Charges	10,500	50,000	13,700	14,000	(36,000)
01-50-510-417021 Account Reinstatement Fees	3,700	10,000	-	10,000	-
01-50-510-417031 Lien Processing Fees	1,200	2,000	300	2,000	-
01-50-510-417041 Credit Check Processing Fees	9,600	9,600	10,500	11,000	1,400
01-50-510-417051 Returned Check Fees	3,900	4,000	2,700	3,000	(1,000)
01-50-510-417061 Customer Damages/Upgrade Charges	16,300	22,000	17,600	22,000	-
01-50-510-417071 After-Hours Call Out Charges	400	600	600	1,000	400
01-50-510-417081 Bench Test Fees	-	90	-	-	(90)
01-50-510-417091 Credit Card Processing Fees	13,500	78,000	49,300	51,000	(27,000)
01-50-510-419001 Rebates/Reimbursements	1,700	-	26,400	-	-
01-50-510-419021 Recharge Income	-	-	-	-	-
01-50-510-419031 Well Maintenance Reimbursemt	100,500	7,500	8,800	8,000	500
01-50-510-419041 Gain (Loss) - Asset Disposal	-	-	-	-	-
01-50-510-419061 Miscellaneous Income	42,200	500	46,400	1,000	500
	272,000	329,290	287,300	235,000	(94,290)
<b>Total Operating Revenues</b>	15,932,700	16,088,623	17,179,300	18,727,000	2,638,377
<b>NON-OPERATING REVENUE</b>					
<b>Rental Income</b>					
01-50-510-471001 Maintenance Fees - 12303 Oak Glen Rd	2,400	2,400	2,400	9,000	6,600
01-50-510-471011 Maintenance Fees - 13695 Oak Glen Rd	2,400	2,400	2,400	6,000	3,600
01-50-510-471021 Maintenance Fees - 13697 Oak Glen Rd	2,400	2,400	2,400	7,000	4,600
01-50-510-471031 Maintenance Fees - 9781 Avenida Miravilla	2,400	2,400	2,400	5,000	2,600
01-50-510-471101 Utilities - 12303 Oak Glen Rd	3,500	4,118	4,400	5,000	882
01-50-510-471111 Utilities - 13695 Oak Glen Rd	2,800	4,000	3,700	4,000	-
01-50-510-471121 Utilities - 13697 Oak Glen Rd	4,200	5,000	5,000	6,000	1,000
01-50-510-471131 Utilities - 9781 Avenida Miravilla	3,000	3,600	3,800	4,000	400

Revenues: 2021 Adopted Budget versus 2021 Projected Actuals versus 2022 Proposed Budget

		2020	2021	2021	2022	
		ACTUAL	ADOPTED	PROJECTED	PROPOSED	CHANGE
<b>Facilities Charges</b>						
01-50-510-481001	Facility Fees- Wells	640,500	1,496,528	1,142,200	1,356,000	(140,528)
01-50-510-481006	Facility Fees- Water Rights (SWP)	405,300	383,425	150,700	858,000	474,575
01-50-510-481012	Facility Fees- Water Treatment Plant	304,700	711,933	543,400	645,000	(66,933)
01-50-510-481018	Facility Fees- Local Water Resources	160,500	151,805	59,700	340,000	188,195
01-50-510-481024	Facility Fees- Recycled Water Facilities	638,400	1,083,746	833,700	982,000	(101,746)
01-50-510-481030	Facility Fees- Transmission (16")	518,800	1,212,064	925,100	1,098,000	(114,064)
01-50-510-481036	Facility Fees- Storage	664,400	1,552,184	1,184,700	1,406,000	(146,184)
01-50-510-481042	Facility Fees- Booster	46,000	107,447	82,000	98,000	(9,447)
01-50-510-481048	Facility Fees- Pressure Reducing Stations	23,500	54,883	41,900	50,000	(4,883)
01-50-510-481054	Facility Fees- Miscellaneous Projects	20,500	47,926	36,600	44,000	(3,926)
01-50-510-481060	Facility Fees- Financing Costs	106,200	235,765	180,100	214,000	(21,765)
01-50-510-485001	Front Footage Fees	197,200	23,370	11,200	24,000	630
		3,726,000	7,061,076	5,191,300	7,115,000	53,924
<b>Interest Earned</b>						
01-50-510-490001	Interest Income - Bonita Vista	1,400	1,600	900	1,000	(600)
01-50-510-490011	Interest Income- Fairway Canyon	46,800	46,829	-	281,000	234,171
01-50-510-490021	Interest Income - General	713,200	600,000	166,900	126,000	(474,000)
		761,400	648,429	167,800	408,000	(240,429)
<b>Grant Revenue</b>						
01-50-510-419051	Grant Revenue	36,000	642,091	306,500	640,000	(2,091)
	<b>Total Non-Operating Revenues</b>	4,546,500	8,377,914	5,692,100	8,209,000	(168,914)
	<b>Total Revenues</b>	<u>\$ 20,479,200</u>	<u>\$ 24,466,537</u>	<u>\$ 22,871,400</u>	<u>\$ 26,936,000</u>	<u>\$ 2,469,463</u>

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**Expenses: 2021 Adopted (Amended) Budget versus 2021 Projected Actuals versus 2022 Proposed Budget**

		<b>2021</b>				
		<b>2020</b>	<b>ADOPTED</b>	<b>2021</b>	<b>2022</b>	
		<b>ACTUAL</b>	<b>(AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</b>	<b>CHANGE</b>
<b>BOARD OF DIRECTORS</b>						
01-10-110-500101	Board of Directors Fees	\$ 37,400	\$ 45,200	\$ 63,900	\$ 79,000	\$ 33,800
01-10-110-500115	Social Security	2,319	2,805	4,000	5,000	2,195
01-10-110-500120	Medicare	542	658	900	2,000	1,342
01-10-110-500125	Health Insurance	-	130,241	20,000	76,000	(54,241)
01-10-110-500140	Life Insurance	62	120	100	1,000	880
01-10-110-500143	EAP Program	70	360	100	1,000	640
01-10-110-500145	Workers' Compensation	201	521	300	1,000	479
01-10-110-500175	Training/Education/Mtgs/Travel	2,615	10,000	3,800	14,000	4,000
01-10-110-550012	Election Expenses	6	130,000	58,000	10,000	(120,000)
01-10-110-550042	Supplies-Other	189	1,000	-	4,000	3,000
01-10-110-550051	Advertising/Legal Notices	220	1,400	900	4,000	2,600
		43,624	322,305	152,000	197,000	(125,305)
<b>ENGINEERING</b>						
01-20-210-500105	Labor	365,871	561,698	373,200	567,000	5,302
01-20-210-500115	Social Security	20,694	39,169	23,700	40,000	831
01-20-210-500120	Medicare	5,557	9,164	5,600	10,000	836
01-20-210-500125	Health Insurance	27,283	107,328	46,400	101,000	(6,328)
01-20-210-500140	Life Insurance	558	2,736	400	2,000	(736)
01-20-210-500143	EAP Program	71	344	100	1,000	656
01-20-210-500145	Workers' Compensation	2,447	5,778	2,400	5,000	(778)
01-20-210-500150	Unemployment Insurance	3,543	19,100	1,200	20,000	900
01-20-210-500155	Retirement/CalPERS	45,540	90,255	50,500	90,000	(255)
01-20-210-500165	Uniforms & Employee Benefits	-	350	-	1,000	650
01-20-210-500175	Training/Education/Mtgs/Travel	180	6,000	1,300	6,000	-
01-20-210-500180	Accrued Sick Leave Expense	6,743	28,816	4,200	29,000	184
01-20-210-500185	Accrued Vacation Leave Expense	4,976	21,282	11,900	23,000	1,718
01-20-210-500187	Accrual Leave Payments	10,312	14,510	2,900	16,000	1,490
01-20-210-500190	Temporary Labor	-	-	-	-	-
01-20-210-500195	CIP Related Labor	(90,887)	(225,000)	(45,600)	(225,000)	-
01-20-210-550030	Membership Dues	416	900	400	2,000	1,100
01-20-210-550051	Advertising/Legal Notices	960	2,000	1,500	10,000	8,000
		404,266	684,430	480,100	698,000	13,570
<b>PROFESSIONAL SERVICES</b>						
01-20-210-540012	Development Reimbursable Engineering	-	-	-	-	-
01-20-210-540014	Development Reimbursable GIS	-	300,000	77,300	75,000	(225,000)
01-20-210-540018	Grant & Loan Procurement	-	-	-	-	-
01-20-210-540048	Permits, Fees & Licensing	-	2,060	-	3,000	940
01-20-210-580031	Outside Engineering	3,780	60,000	-	60,000	-
01-20-210-580032	CIP Related Outside Engineering	-	(41,280)	-	(42,000)	(720)
01-30-310-580001	Accounting and Audit	30,143	36,050	35,100	37,000	950
01-30-310-580011	General Legal	66,717	150,000	94,700	112,000	(38,000)
01-30-310-580036	Other Professional Services	52,989	147,200	115,500	157,000	9,800
01-50-510-550096	Beaumont Basin Watermaster	42,354	50,000	57,600	50,000	-
01-50-510-550097	SAWPA Basin Monitoring Program	14,776	19,000	18,000	19,000	-
		210,759	723,030	398,200	471,000	(252,030)

Expenses: 2021 Adopted (Amended) Budget versus 2021 Projected Actuals versus 2022 Proposed Budget

		2021				
		2020	ADOPTED	2021	2022	
		ACTUAL	(AMENDED)	PROJECTED	PROPOSED	CHANGE
<b>FINANCE AND ADMINISTRATIVE SERVICES</b>						
01-30-310-500105	Labor	891,530	1,178,947	822,500	1,421,000	242,053
01-30-310-500110	Overtime	1,045	1,214	5,400	9,000	7,786
01-30-310-500111	Double Time	181	193	300	1,000	807
01-30-310-500115	Social Security	47,945	88,696	53,500	105,000	16,304
01-30-310-500120	Medicare	14,496	20,759	13,500	25,000	4,241
01-30-310-500125	Health Insurance	188,265	268,320	190,700	373,000	104,680
01-30-310-500130	CalPERS Health Administration Costs	1,778	2,500	1,800	2,000	(500)
01-30-310-500140	Life Insurance	1,943	6,348	1,200	5,000	(1,348)
01-30-310-500143	EAP Program	238	885	200	2,000	1,115
01-30-310-500145	Workers' Compensation	5,248	11,734	4,900	12,000	266
01-30-310-500150	Unemployment Insurance	10,725	40,094	-	49,000	8,906
01-30-310-500155	Retirement/CalPERS	183,901	211,738	184,300	276,000	64,262
01-30-310-500161	Estimated Current Year OPEB Expense	202,149	151,500	-	213,000	61,500
01-30-310-500165	Uniforms & Employee Benefits	24	1,000	-	1,000	-
01-30-310-500175	Training/Education/Mtgs/Travel	7,311	25,000	4,500	31,000	6,000
01-30-310-500180	Accrued Sick Leave Expense	20,536	57,478	17,100	75,000	17,522
01-30-310-500185	Accrued Vacation Leave Expense	28,755	86,947	47,000	98,000	11,053
01-30-310-500187	Accrual Leave Payments	74,782	93,571	48,300	93,000	(571)
01-30-310-500190	Temporary Labor	62,404	49,154	71,800	45,000	(4,154)
01-30-310-500195	CIP Related Labor	(6,253)	(16,032)	-	(16,000)	32
01-30-310-550001	Bank/Financial Service Fees	6,435	20,600	6,400	17,000	(3,600)
01-30-310-550006	Cashiering Shortages/Overages	(1)	50	-	100	50
01-30-310-550008	Transaction/Return Fees	872	2,500	900	3,000	500
01-30-310-550010	Transaction/Credit Card Fees	69,346	78,000	80,600	80,000	2,000
01-30-310-550014	Credit Check Fees	5,042	10,300	6,100	7,000	(3,300)
01-30-310-550018	Employee Medical/First Aid	-	300	-	-	(300)
01-30-310-550030	Membership Dues	30,740	43,260	45,800	40,000	(3,260)
01-30-310-550036	Notary & Lien Fees	363	2,060	700	3,000	940
01-30-310-550042	Office Supplies	7,507	10,000	9,700	10,000	-
01-30-310-550046	Office Equipment	174	5,000	2,200	5,000	-
01-30-310-550048	Postage	3,446	12,000	3,400	40,000	28,000
01-30-310-550050	Utility Billing Service	65,759	72,000	67,400	81,000	9,000
01-30-310-550051	Advertising/Legal Notices	556	4,000	-	1,000	(3,000)
01-30-310-550054	Property, Auto & General Liability Insurance	92,035	85,000	104,100	120,000	35,000
01-30-310-550066	Subscriptions	538	2,000	-	-	(2,000)
01-30-310-550072	Miscellaneous Operating Expenses	0	1,000	-	1,000	-
01-30-310-550078	Bad Debt Expense	-	25,000	-	25,000	-
01-30-310-560000	GASB 68 Pension Expense	268,909	167,500	-	283,000	115,500
		2,288,724	2,820,616	1,794,300	3,536,100	715,484
<b>DEPRECIATION</b>						
01-30-310-550084	Depreciation	2,865,579	2,850,000	2,887,000	3,000,000	150,000
		2,865,579	2,850,000	2,887,000	3,000,000	150,000
<b>HUMAN RESOURCES AND RISK MANAGEMENT</b>						
01-30-320-500105	Labor	53,479	67,242	53,300	71,000	3,758
01-30-320-500110	Overtime	1,037	563	2,700	3,000	2,437

## Expenses: 2021 Adopted (Amended) Budget versus 2021 Projected Actuals versus 2022 Proposed Budget

		2021				
		2020	ADOPTED	2021	2022	CHANGE
		ACTUAL	(AMENDED)	PROJECTED	PROPOSED	
<b>HUMAN RESOURCES AND RISK MANAGEMENT (continued)</b>						
01-30-320-500111	Double Time	48	-	400	-	-
01-30-320-500115	Social Security	3,182	4,630	3,700	6,000	1,370
01-30-320-500120	Medicare	818	1,084	900	2,000	916
01-30-320-500125	Health Insurance	14,878	26,832	15,300	26,000	(832)
01-30-320-500140	Life Insurance	118	444	100	1,000	556
01-30-320-500143	EAP Program	22	72	-	1,000	928
01-30-320-500145	Workers' Compensation	303	661	300	1,000	339
01-30-320-500150	Unemployment Insurance	-	2,287	-	3,000	713
01-30-320-500155	Retirement/CalPERS	5,054	11,828	5,800	8,000	(3,828)
01-30-320-500165	Uniforms & Employee Benefits	-	111	-	200	89
01-30-320-500175	Training/Education/Mtgs/Travel	693	9,400	100	13,000	3,600
01-30-320-500176	District Professional Development	-	29,000	100	24,000	(5,000)
01-30-320-500177	General Safety Training & Supplies	9,275	28,250	7,800	31,000	2,750
01-30-320-500180	Accrued Sick Leave Expense	1,968	3,106	800	4,000	894
01-30-320-500185	Accrued Vacation Leave Expense	2,924	3,202	1,900	4,000	798
01-30-320-500187	Accrual Leave Payments	-	449	-	2,000	1,551
01-30-320-500190	Temporary Labor	-	-	-	-	-
01-30-320-550024	Employment Testing	170	4,530	1,900	5,000	470
01-30-320-550025	Employee Retention	898	5,000	600	5,000	-
01-30-320-550026	Recruitment Expense	-	8,059	46,300	56,000	47,941
01-30-320-550028	District Certification	-	2,550	2,300	4,000	1,450
01-30-320-550030	Membership Dues	199	1,470	1,700	3,000	1,530
01-30-320-550042	Office Supplies	906	2,500	1,500	3,000	500
01-30-320-550051	Advertising/Legal Notices	2,882	2,785	1,500	4,000	1,215
01-30-320-580036	Other Professional Services	25,489	92,000	54,500	45,000	(47,000)
		124,342	308,055	203,500	325,200	17,145
<b>INFORMATION TECHNOLOGY</b>						
01-35-315-500105	Labor	128,504	143,514	131,000	152,000	8,486
01-35-315-500115	Social Security	8,634	11,298	9,500	12,000	702
01-35-315-500120	Medicare	2,341	2,643	2,200	3,000	357
01-35-315-500125	Health Insurance	25,371	26,832	26,000	26,000	(832)
01-35-315-500140	Life Insurance	276	936	200	1,000	64
01-35-315-500143	EAP Program	22	72	-	1,000	928
01-35-315-500145	Workers' Compensation	696	1,476	700	2,000	524
01-35-315-500150	Unemployment Insurance	-	4,880	-	6,000	1,120
01-35-315-500165	Uniforms & Employee Benefits	-	-	-	-	-
01-35-315-500155	Retirement/CalPERS	14,034	15,804	15,500	18,000	2,196
01-35-315-500175	Training/Education/Mtgs/Travel	3,810	4,120	4,300	5,000	880
01-35-315-500180	Accrued Sick Leave Expense	454	8,270	-	9,000	730
01-35-315-500185	Accrued Vacation Leave Expense	(14,937)	15,035	-	16,000	965
01-35-315-500187	Accrual Leave Payments	32,827	14,660	22,600	15,000	340
01-35-315-500190	Temporary Labor	-	-	-	-	-
01-35-315-500195	CIP Related Labor	-	(32,875)	-	(33,000)	(125)
01-35-315-501511	Telephone/Internet Service	29,025	36,668	39,100	45,000	8,332
01-35-315-501521	Building Alarms and Security	-	-	-	10,000	10,000
01-35-315-540014	GIS Maintenance and Updates	-	-	-	10,000	10,000
01-35-315-550030	Membership Dues	-	2,060	2,300	3,000	940
01-35-315-550044	Printing/Toner & Maintenance	-	19,000	17,100	28,000	9,000

**Expenses: 2021 Adopted (Amended) Budget versus 2021 Projected Actuals versus 2022 Proposed Budget**

		<b>2021</b>				
		<b>2020</b>	<b>ADOPTED</b>	<b>2021</b>	<b>2022</b>	
		<b>ACTUAL</b>	<b>(AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</b>	<b>CHANGE</b>
<b>INFORMATION TECHNOLOGY (continued)</b>						
01-35-315-550051	Advertising/Legal Notices	1,250	-	-	-	-
01-35-315-580016	Computer Hardware	16,202	25,000	3,900	30,000	5,000
01-35-315-580021	IT/Software Support	-	5,150	4,700	8,000	2,850
01-35-315-580026	License/Maintenance/Support	127,780	210,000	159,800	220,000	10,000
01-35-315-580028	Cybersecurity Software/Hardware	-	-	-	50,000	50,000
		<u>376,287</u>	<u>514,543</u>	<u>438,900</u>	<u>637,000</u>	<u>122,457</u>
<b>SOURCE OF SUPPLY</b>						
01-40-410-500105	Labor	236,537	483,039	236,600	451,000	(32,039)
01-40-410-500110	Overtime	9,903	20,292	5,700	15,000	(5,292)
01-40-410-500111	Double Time	1,463	2,751	3,400	3,000	249
01-40-410-500113	Standby/On-Call	7,875	12,250	9,300	13,000	750
01-40-410-500115	Social Security	18,141	36,063	17,600	34,000	(2,063)
01-40-410-500120	Medicare	4,291	8,439	4,100	8,000	(439)
01-40-410-500125	Health Insurance	90,454	187,824	94,500	151,000	(36,824)
01-40-410-500140	Life Insurance	568	3,252	400	2,000	(1,252)
01-40-410-500143	EAP Program	87	504	100	1,000	496
01-40-410-500145	Workers' Compensation	8,110	24,270	7,600	19,000	(5,270)
01-40-410-500150	Unemployment Insurance	5,041	57,436	12,800	64,000	6,564
01-40-410-500155	Retirement/CalPERS	63,819	111,455	67,100	105,000	(6,455)
01-40-410-500165	Uniforms & Employee Benefits	1,456	3,652	1,500	4,000	348
01-40-410-500175	Training/Education/Mtgs/Travel	2,075	6,000	3,600	6,000	-
01-40-410-500180	Accrued Sick Leave Expense	15,536	22,256	11,400	21,000	(1,256)
01-40-410-500185	Accrued Vacation Leave Expense	14,631	31,088	15,000	31,000	(88)
01-40-410-500187	Accrual Leave Payments	3,015	8,586	-	11,000	2,414
01-40-410-500195	CIP Related Labor	-	(30,000)	-	(20,000)	10,000
01-40-410-500501	State Project Water Purchases	4,390,995	3,870,300	1,795,500	4,349,000	478,700
01-40-410-500511	Ground Water Purchases	-	-	-	-	-
01-40-410-501101	Electricity - Wells	2,105,011	2,327,800	2,316,200	2,467,000	139,200
01-40-410-501201	Gas - Wells	181	225	200	1,000	775
01-40-410-510011	Treatment & Chemicals	65,770	110,000	219,800	150,000	40,000
01-40-410-510021	Lab Testing	57,882	75,000	55,300	90,000	15,000
01-40-410-510031	Small Tools, Parts & Maintenance	6,988	8,000	7,900	8,000	-
01-40-410-520021	Maintenance & Repair-Telemetry Equipment	3,212	4,280	-	5,000	720
01-40-410-520061	Maintenance & Repair-Pumping Equipment	185,630	142,613	51,700	303,000	160,387
01-40-410-540084	Regulations Mandates & Tariffs	78,040	90,000	120,100	97,000	7,000
01-40-410-550024	Employment Testing	150	-	-	1,000	1,000
01-40-410-550066	Subscriptions	1,070	3,000	-	3,000	-
		<u>7,377,929</u>	<u>7,620,375</u>	<u>5,057,400</u>	<u>8,393,000</u>	<u>772,625</u>
<b>TRANSMISSION AND DISTRIBUTION</b>						
01-40-440-500105	Labor	582,607	890,681	531,000	1,061,000	170,319
01-40-440-500110	Overtime	50,521	42,887	50,700	57,000	14,113
01-40-440-500111	Double Time	22,275	11,117	28,000	30,000	18,883
01-40-440-500113	Standby/On-Call	15,775	29,250	16,000	28,000	(1,250)
01-40-440-500115	Social Security	47,828	68,068	42,000	85,000	16,932
01-40-440-500120	Medicare	11,286	15,931	9,800	20,000	4,069
01-40-440-500125	Health Insurance	204,604	303,216	171,300	351,000	47,784
01-40-440-500140	Life Insurance	1,529	5,496	900	4,000	(1,496)
01-40-440-500143	EAP Program	254	956	200	2,000	1,044

**Expenses: 2021 Adopted (Amended) Budget versus 2021 Projected Actuals versus 2022 Proposed Budget**

		<b>2021</b>				
		<b>2020</b>	<b>ADOPTED</b>	<b>2021</b>	<b>2022</b>	
		<b>ACTUAL</b>	<b>(AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</b>	<b>CHANGE</b>
<b>TRANSMISSION AND DISTRIBUTION (continued)</b>						
01-40-440-500145	Workers' Compensation	15,761	34,644	13,100	36,000	1,356
01-40-440-500155	Retirement/CalPERS	149,210	188,285	135,300	224,000	35,715
01-40-440-500165	Uniforms & Employee Benefits	6,200	7,000	6,100	14,000	7,000
01-40-440-500175	Training/Education/Mtgs/Travel	207	3,090	400	5,000	1,910
01-40-440-500177	General Safety Supplies	-	7,000	1,700	11,000	4,000
01-40-440-500180	Accrued Sick Leave Expense	39,722	45,345	17,600	54,000	8,655
01-40-440-500185	Accrued Vacation Leave Expense	34,804	53,352	35,500	64,000	10,648
01-40-440-500187	Accrual Leave Payments	33,100	20,399	1,800	63,000	42,601
01-40-440-500190	Temporary Labor	-	-	-	166,000	166,000
01-40-440-500195	CIP Related Labor	(8,580)	(110,920)	(800)	(111,000)	(80)
01-40-440-510031	Maintenance and Repair- Pipeline & Hydrants	17,787	13,250	12,300	14,000	750
01-40-440-520071	Maintenance and Repair- Hydraulically Controlled Valves	100,058	30,000	65,900	73,000	43,000
01-40-440-520081	Maint & Rpr-Pressure Regulators	14,612	8,750	7,400	25,000	16,250
01-40-440-540001	Backflow Maintenance	1,810	4,200	4,100	5,000	800
01-40-440-540024	Inventory Adjustments	25,560	7,452	40,700	26,000	18,548
01-40-440-540036	Line Locates	2,070	3,605	2,600	4,000	395
01-40-440-540042	Meters Maintenance & Services	207,560	80,000	101,900	90,000	10,000
01-40-440-540078	Reservoirs Maintenance	20,927	54,500	-	33,000	(21,500)
01-40-440-550024	Employment Testing	-	-	-	1,000	1,000
01-40-440-550051	Advertising/Legal Notices	1,670	4,000	1,700	4,000	-
		<b>1,599,156</b>	<b>1,821,554</b>	<b>1,297,200</b>	<b>2,439,000</b>	<b>617,446</b>
<b>INSPECTIONS</b>						
01-40-450-500105	Labor	21,051	32,976	50,400	34,000	1,024
01-40-450-500110	Overtime	3,754	1,780	16,800	5,000	3,220
01-40-450-500111	Double Time	-	223	-	2,000	1,777
01-40-450-500113	Standby/On-Call	-	-	-	-	-
01-40-450-500115	Social Security	1,544	2,184	4,200	3,000	816
01-40-450-500120	Medicare	361	512	1,000	1,000	488
01-40-450-500125	Health Insurance	7,307	13,704	17,500	13,000	(704)
01-40-450-500140	Life Insurance	32	252	100	1,000	748
01-40-450-500143	EAP Program	6	36	-	1,000	964
01-40-450-500145	Workers' Compensation	541	1,617	1,600	2,000	383
01-40-450-500155	Retirement/CalPERS	5,261	8,891	10,800	10,000	1,109
		<b>39,857</b>	<b>62,175</b>	<b>102,400</b>	<b>72,000</b>	<b>9,825</b>
<b>CUSTOMER SERVICE AND METER READING</b>						
01-40-460-500105	Labor	148,009	174,027	151,800	184,000	9,973
01-40-460-500110	Overtime	10,252	14,424	7,600	16,000	1,576
01-40-460-500111	Double Time	4,464	3,933	2,300	4,000	67
01-40-460-500113	Standby/On-Call	-	3,250	-	5,000	1,750
01-40-460-500115	Social Security	11,296	14,421	11,800	16,000	1,579
01-40-460-500120	Medicare	2,681	3,375	2,800	4,000	625
01-40-460-500125	Health Insurance	60,650	80,496	64,400	76,000	(4,496)
01-40-460-500140	Life Insurance	342	1,188	200	1,000	(188)
01-40-460-500143	EAP Program	64	216	100	1,000	784
01-40-460-500145	Workers' Compensation	5,065	8,687	5,000	8,000	(687)
01-40-460-500155	Retirement/CalPERS	41,413	48,690	45,700	55,000	6,310
01-40-460-500165	Uniforms & Employee Benefits	1,527	1,800	700	3,000	1,200

**Expenses: 2021 Adopted (Amended) Budget versus 2021 Projected Actuals versus 2022 Proposed Budget**

		<b>2021</b>				
		<b>2020</b>	<b>ADOPTED</b>	<b>2021</b>	<b>2022</b>	
		<b>ACTUAL</b>	<b>(AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</b>	<b>CHANGE</b>
<b>CUSTOMER SERVICE AND METER READING (continued)</b>						
01-40-460-500175	Training/Education/Mtgs/Travel	130	412	300	1,000	588
01-40-460-500180	Accrued Sick Leave Expense	11,750	8,040	12,900	9,000	960
01-40-460-500185	Accrued Vacation Leave Expense	15,447	14,918	16,000	16,000	1,082
01-40-460-500187	Accrual Leave Payments	1,421	13,584	-	11,000	(2,584)
01-40-460-500195	CIP Related Labor	(25,617)	(30,839)	(17,100)	(31,000)	(161)
01-40-460-550024	Employment Testing	45	-	-	1,000	1,000
		<u>288,937</u>	<u>360,622</u>	<u>304,500</u>	<u>380,000</u>	<u>19,378</u>
<b>MAINTENANCE AND GENERAL PLANT</b>						
01-40-470-500105	Labor	16,501	63,243	3,100	90,000	26,757
01-40-470-500110	Overtime	-	3,081	-	4,000	919
01-40-470-500111	Double Time	-	955	-	2,000	1,045
01-40-470-500113	Standby/On-Call	-	-	-	-	-
01-40-470-500115	Social Security	1,024	4,186	200	7,000	2,814
01-40-470-500120	Medicare	239	982	-	2,000	1,018
01-40-470-500125	Health Insurance	4,150	31,956	2,100	38,000	6,044
01-40-470-500140	Life Insurance	44	432	-	1,000	568
01-40-470-500143	EAP Program	8	85	-	1,000	915
01-40-470-500145	Workers' Compensation	476	3,101	100	4,000	899
01-40-470-500155	Retirement/CalPERS	4,489	11,576	2,400	16,000	4,424
01-40-470-500165	Uniforms & Employee Benefits	-	-	-	1,000	1,000
01-40-470-500175	Training/Education/Mtgs/Travel	-	-	-	2,000	2,000
01-40-470-500180	Accrued Sick Leave Expenses	-	-	-	3,000	3,000
01-40-470-500185	Accrued Vacation Expenses	-	-	-	3,000	3,000
01-40-470-500187	Accrual Leave Payments	-	-	-	-	-
01-40-470-501111	Electricity - 560 Magnolia Ave	20,498	35,000	33,300	37,000	2,000
01-40-470-501121	Electricity - 12303 Oak Glen Rd	3,546	4,000	4,400	5,000	1,000
01-40-470-501131	Electricity - 13695 Oak Glen Rd	1,798	2,000	2,400	3,000	1,000
01-40-470-501141	Electricity - 13697 Oak Glen Rd	2,366	3,000	2,900	3,000	-
01-40-470-501151	Electricity - 9781 Avenida Miravilla	2,094	2,000	2,000	2,000	-
01-40-470-501161	Electricity - 815 E. 12th St	5,973	6,000	7,400	8,000	2,000
01-40-470-501171	Electricity - 851 E. 6th St	2,993	4,200	3,300	5,000	800
01-40-470-501321	Propane - 12303 Oak Glen Rd	-	118	-	1,000	882
01-40-470-501331	Propane - 13695 Oak Glen Rd	982	2,000	1,300	3,000	1,000
01-40-470-501341	Propane - 13697 Oak Glen Rd	1,811	2,000	2,100	3,000	1,000
01-40-470-501351	Propane-9781 Avenida Miravilla	1,062	1,600	1,500	2,000	400
01-40-470-501411	Sanitation - 560 Magnolia Ave	3,207	2,987	3,800	4,000	1,013
01-40-470-501461	Sanitation - 815 E. 12th St	4,922	4,172	5,400	6,000	1,828
01-40-470-501471	Sanitation - 11083 Cherry Ave	3,027	3,296	3,400	4,000	704
01-40-470-501600	Property Maintenance & Repairs	-	-	-	-	-
01-40-470-501611	Maintenance & Repair- 560 Magnolia Ave	23,677	26,856	23,400	27,000	144
01-40-470-501621	Maintenance & Repair- 12303 Oak Glen Rd	117	4,600	2,000	12,000	7,400
01-40-470-501631	Maintenance & Repair- 13695 Oak Glen Rd	947	9,000	200	12,000	3,000
01-40-470-501641	Maintenance & Repair- 13697 Oak Glen Rd	1,895	4,000	1,100	9,000	5,000
01-40-470-501651	Maintenance & Repair- 9781 Avenida Miravilla	470	4,000	100	9,000	5,000
01-40-470-501661	Maintenance & Repair- 815 E. 12th St	6,217	7,115	6,100	14,000	6,885
01-40-470-501671	Maintenance & Repair- 851 E. 6th St	3,529	3,000	2,600	3,000	-
01-40-470-501691	Maintenance & Repair- Buildings (General)	24,458	60,000	16,700	60,000	-
01-40-470-510001	Auto/Fuel	77,553	84,000	76,000	100,000	16,000

**Expenses: 2021 Adopted (Amended) Budget versus 2021 Projected Actuals versus 2022 Proposed Budget**

		<b>2021</b>				
		<b>2020</b>	<b>ADOPTED</b>	<b>2021</b>	<b>2022</b>	
		<b>ACTUAL</b>	<b>(AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</b>	
		<b>CHANGE</b>				
<b>MAINTENANCE AND GENERAL PLANT (continued)</b>						
01-40-470-510002	CIP Related Fuel	-	-	-	-	-
01-40-470-520011	Maintenance & Repair-Safety Equipment	15,507	17,510	5,200	18,000	490
01-40-470-520031	Maintenance & Repair-General Equipment	70,140	47,380	47,200	50,000	2,620
01-40-470-520041	Maintenance & Repair-Fleet	49,987	125,500	74,600	126,000	500
01-40-470-520051	Maintenance & Repair-Paving	-	140,000	202,000	83,000	(57,000)
01-40-470-520061	Maintenance & Repair-Paving (City of Beaumont)	-	-	-	379,000	379,000
01-40-470-520091	Maintenance & Repair-Communication Equipment	47,972	6,500	-	7,000	500
01-40-470-540030	Landscape Maintenance	124,351	82,000	62,300	82,000	-
01-40-470-540072	Recharge Facility, Canyon & Pond Maintenance	-	200,000	43,200	200,000	-
01-40-470-540084	Encroachment Permits	-	-	-	36,000	36,000
01-40-470-550024	Employment Testing	-	-	-	500	500
01-50-510-502001	Rents/Leases	24,665	24,900	25,300	27,000	2,100
01-50-510-510031	Small Tools, Parts & Maintenance	-	515	500	1,000	485
01-50-510-540066	Property Damage & Theft	6,559	26,827	12,000	27,000	173
01-50-510-550040	General Supplies	10,977	15,279	7,200	17,000	1,721
01-50-510-550060	Public Education/Community Outreach	129,617	99,330	99,300	100,000	670
01-50-510-550072	Miscellaneous Operating Expenses	-	1,030	-	1,000	(30)
01-50-510-550074	Disaster Preparedness Ongoing Expenses	63,406	15,000	5,200	15,000	-
		<u>763,256</u>	<u>1,196,312</u>	<u>793,300</u>	<u>1,675,500</u>	<u>479,188</u>
<b>TOTAL OPERATING EXPENSE</b>		<b>\$ 16,382,716</b>	<b>\$ 19,284,017</b>	<b>\$ 13,908,800</b>	<b>\$ 21,823,800</b>	<b>\$ 2,539,783</b>

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# Account Descriptions



## OPERATING REVENUE

### WATER SALES

- 01-50-510-410100** — **Sales** — Commodity charges for commercial, residential and landscape irrigation water usage.
- 01-50-510-410111** — **Drought Surcharges** — Commodity charge in anticipation of implementing drought rates, as outlined by the Board adopted 2019 rate study.
- 01-50-510-410151** — **Agricultural Irrigation Sales** — Commodity charges for irrigation water usage.
- 01-50-510-410171** — **Construction Sales** — Commodity charges for water used for new construction and other purposes through portable fire hydrant meters.
- 01-50-510-413011** — **Fixed Meter Charges** — Fixed service charges for installed meters based on meter size.

### DEVELOPMENT AND INSTALLATION CHARGES

- 01-50-510-413021** — **Meter Fees** — Charges for new service installations.
- 01-50-510-419011** — **Development Income** — Revenue earned and charged to deposits that were collected to cover engineering, legal and administrative costs associated with new development.

### WATER IMPORTATION SURCHARGE

- 01-50-510-415001** — **SGPWA Importation Charges** — Pass-through charge to cover the cost of purchasing imported water from various sources including the San Geronio Pass Water Agency.

### WATER PUMPING ENERGY SURCHARGE

- 01-50-510-415011** — **SCE Power Charges** — Pass-through charge to cover the cost of electricity used for pumping water from wells and through the system.

### OTHER CHARGES FOR SERVICE

- 01-50-510-413001** — **Backflow Administration Charges** — Administrative charge for required annual backflow program administration.
- 01-50-510-417001** — **Second Notice Penalties** — Late fee assessed on delinquent accounts.
- 01-50-510-417011** — **Third Notice Charges** — Late fee assessed on delinquent accounts for mailed disconnection notices.
- 01-50-510-417021** — **Account Reinstatement Fees** — Fee associated with the reinstatement of service when an account is inactivated due to non-payment including, but not limited to, the disconnection of service for non-payment.
- 01-50-510-417031** — **Lien Processing Fees** — Fee associated with both filing and releasing liens on delinquent accounts.
- 01-50-510-417041** — **Credit Check Processing Fees** — Pass-through charge to cover the cost of performing a credit check.
- 01-50-510-417051** — **Returned Check Fees** — Pass-through charges for payments returned by the bank to the District as unpaid.
- 01-50-510-417061** — **Customer Damages/Upgrade Charges** — Reimbursements for work performed when customers/developers cause damage to District property or customer requested changes such as meter relocation charges.
- 01-50-510-417071** — **After-Hours Call Out Charges** — Reimbursement charge for after-hours services provided.
- 01-50-510-417081** — **Bench Test Fees** — Fee for pulling a meter and bench testing it.
- 01-50-510-417091** — **Credit Card Processing Fees** — Pass-through charge to cover the bank fee charged to the District for credit card processing.

- 01-50-510-419001 — Rebates/Reimbursements** — Rebates and reimbursements issued to the District from various sources, including from credit card usage, insurance carrier for safety improvements, etc.
- 01-50-510-419021 — Recharge Income**— Income received for the recharge of imported water from San Gorgonio Pass Water Agency (SGPWA) for the City of Banning.
- 01-50-510-419031 — Well Maintenance Reimbursement**— Reimbursements issued to the District for well maintenance from various sources, including the City of Banning.
- 01-50-510-419041 — Gain (Loss) – Asset Disposal** — Account used to record an accounting gain or loss associated with capital assets disposed of.
- 01-50-510-419061 — Miscellaneous Income** — Receipts for miscellaneous, non-recurring revenues.

## NON-OPERATING REVENUE

### RENTAL INCOME

- 01-50-510-471001 — Maintenance Fees— 12303 Oak Glen Rd** — Maintenance Fees collected for the maintenance and repair of District residential property.
- 01-50-510-471011 — Maintenance Fees— 13695 Oak Glen Rd** — Maintenance Fees collected for the maintenance and repair of District residential property.
- 01-50-510-471021 — Maintenance Fees— 13697 Oak Glen Rd** — Maintenance Fees collected for the maintenance and repair of District residential property.
- 01-50-510-471031 — Maintenance Fees— 9781 Avenida Miravilla** — Maintenance Fees collected for the maintenance and repair of District residential property.
- 01-50-510-471101 — Utilities — 12303 Oak Glen Rd** — Utility payments for District residential property.
- 01-50-510-471111 — Utilities — 13695 Oak Glen Rd** — Utility payments for District residential property.
- 01-50-510-471121 — Utilities — 13697 Oak Glen Rd** — Utility payments for District residential property.
- 01-50-510-471131 — Utilities — 9781 Avenida Miravilla** — Utility payments for District residential property.

### FACILITIES CHARGES

- 01-50-510-481001 — Facility Fees — Wells** — Fees paid per Equivalent Dwelling Unit (EDU) by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District’s water system, specifically for new wells.
- 01-50-510-481006 — Facility Fees — Water Rights (SWP)** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District’s water system, specifically for State Water Project water rights.
- 01-50-510-481012 — Facility Fees — Water Treatment Plant** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District’s water system, specifically for new water treatment plants.
- 01-50-510-481018 — Facility Fees — Local Water Resources** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District’s water system, specifically for local water resources.
- 01-50-510-481024 — Facility Fees — Recycled Water Facilities** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the

impacts of their developments on the District's water system, specifically for new recycled water facilities.

**01-50-510-481030 — Facility Fees — Transmission (16")** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District's water system, specifically for new 16" transmission lines.

**01-50-510-481036 — Facility Fees — Storage** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District's water system, specifically for new storage facilities.

**01-50-510-481042 — Facility Fees — Booster** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District's water system, specifically for new booster stations.

**01-50-510-481048 — Facility Fees — Pressure Reducing Stations** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District's water system, specifically for new pressure reducing stations.

**01-50-510-481054 — Facility Fees — Miscellaneous Projects** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District's water system, for miscellaneous projects not covered by other types of facilities fees.

**01-50-510-481060 — Facility Fees — Financing Costs** — Fees paid per EDU by individual homeowners and industrial, residential, and commercial developers to fund the cost of the impacts of their developments on the District's water system, specifically for costs of financing new facilities.

**01-50-510-485001 — Front Footage Fees** — Charged to cover the cost of existing pipelines aligned along the frontage of properties requesting service.

#### **INTEREST EARNED**

**01-50-510-490001 — Interest Income — Bonita Vista** — Interest income earned on the Bonita Vista note receivable.

**01-50-510-490011 — Interest Income — Fairway Canyon** — Interest income earned on the Fairway Canyon note receivable.

**01-50-510-490021 — Interest Income — General** — Interest income earned on general District investments.

**01-50-510-419012 — Development Income — GIS** — Deposits paid by developers for expenses related to GIS activities relating to developer projects.

#### **GRANT REVENUE**

**01-50-510-419051 — Grant Revenue** — Grant funding received.

### **OPERATING EXPENSES**

#### **BOARD OF DIRECTORS EXPENSES**

*The three digit departmental number 110 seen in this section of the General Ledger refers to the expenses incurred in relation to Board activities.*

- 01-10-110-500101 — Board of Directors Fees** — Per diem for each Director for attendance at meetings and Board approved training, seminars, and conferences with per diem payment based on days of service.
- 01-10-110-500115 — Social Security** — Expenses for the District’s portion of Social Security (FICA) for this department.
- 01-10-110-500120 — Medicare** — Expenses for the District’s portion of Medicare for this department.
- 01-10-110-500125 — Health Insurance** — Cost of providing health benefits to Directors.
- 01-10-110-500140 — Life Insurance** — Life insurance premiums paid on behalf of Directors.
- 01-10-110-500143 — EAP Program** — Cost of providing Employee Assistance Program to employees in this department.
- 01-10-110-500145 — Workers’ Compensation** — Standard costs paid for employees in this department to the District’s insurance carrier.
- 01-10-110-500175 — Training/Education/Mtgs/Travel** — Provides for costs associated with attendance to District approved training, educational forums, webinars, meetings, seminars and conferences, mileage reimbursement for Directors, etc.
- 01-10-110-550012 — Election Expenses** — Costs associated with directorial elections.
- 01-10-110-550042 — Supplies — Other** — Cost of supplies used by Directors such as name placards, professional photos, meeting-related costs, and business cards.
- 01-10-110-550051 — Advertising/Legal Notices** — Cost associated with advertising notices for Public Hearings, Election Notices, Ordinances, etc.

**ENGINEERING EXPENSES**

*The three digit departmental number 210 seen in this section of the General Ledger refers to the expenses incurred for the labor of the Engineering staff.*

- 01-20-210-500105 — Labor** — Wage expenses for this department.
- 01-20-210-500115 — Social Security** — Expenses for the District’s portion of Social Security (FICA) for this department.
- 01-20-210-500120 — Medicare** — Expenses for the District’s portion of Medicare for this department.
- 01-20-210-500125 — Health Insurance** — Cost of providing health benefits to employees in this department.
- 01-20-210-500140 — Life Insurance** — Life insurance premiums paid on behalf of employees in this department.
- 01-20-210-500143 — EAP Program** — Cost of providing Employee Assistance Program to employees in this department.
- 01-20-210-500145 — Workers’ Compensation** — Standard costs paid to the District’s insurance carrier for employees in this department.
- 01-20-210-500150 — Unemployment Insurance** — Cost of providing unemployment benefits for employees in this department.
- 01-20-210-500155 — Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.
- 01-20-210-500165 — Uniforms and Employee Benefits** — Cost of uniforms and personal protective equipment.

- 01-20-210-500175 — Training/Education/Mtgs/Travel** — Provides for costs associated with personnel development, which include attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, and mileage reimbursement for employees in this department.
- 01-20-210-500180 — Accrued Sick Leave Expense** — Cost of sick time earned by employees in this department.
- 01-20-210-500185 — Accrued Vacation Leave Expense** — Cost of vacation time earned by employees in this department.
- 01-20-210-500187 — Accrued Leave Payments** — Cash payouts of excess vacation and sick time permitted under District policy. May include Floating Holiday, Birthday Holiday, Admin Time, and Comp Time.
- 01-20-210-500190 — Temporary Labor** — Wage expenses for the use of temporary employees employed by a third party agency.
- 01-20-210-500195 — CIP Related Labor** — Wage expenses for Capital Improvement Projects in this department.
- 01-20-210-550030 — Membership Dues** — Membership dues and certifications for CPESC, QSP/D, ASCE, etc.
- 01-20-210-550051 — Advertising/Legal Notices** — Cost associated with advertising notices, inviting bids, etc.

**PROFESSIONAL SERVICES EXPENSES**

*The section of the General Ledger refers to the expenses incurred for Professional Expenses. The three digit department number 210 seen in this section of the General Ledger refers to the expenses incurred related to Engineering. The three digit department number 310 seen in this section refers to the expenses related to Finance and Administrative Services. The three digit department number 510 seen in this section refers to general District related professional services not associated with a specific department.*

- 01-20-210-540012 — Development Reimbursable Engineering** — This section includes all engineering required to be reimbursed by development for plan checks and plan processing.
- 01-20-210-540014 — Development Reimbursable GIS** — Reimbursement of developer-collected deposits associated with GIS activities relating to developer projects.
- 01-20-210-540018 — Grant and Loan Procurement** — This section includes all procurement costs for grants and loans.
- 01-20-210-540048 — Permits, Fees and Licensing** — This includes all engineering costs associated with miscellaneous District projects.
- 01-20-210-580031 — Outside Engineering** — This section includes any contract engineering work performed by outside vendors.
- 01-20-210-580032 — CIP Related Outside Engineering** — This section includes any contract engineering work performed by outside vendors on Capital Improvement Projects.
- 01-30-310-580001 — Accounting and Audit** — Includes costs associated with accounting services performed by consultants, such as audits of District financials and actuarial services required for financial reporting.
- 01-30-310-580011 — General Legal** — Costs associated with both day to day and unforeseen legal matters. This section includes costs for general legal counselling as well as all fees associated with legal

matters including legal fees, court fees, and other expenses of a lawyer. This may include litigation expenses not associated with Capital Improvements (property acquisitions etc.).

**01-30-310-580036 — Other Professional Services** — Costs associated with outside legal, engineering, accounting, financial, auditing, and other consulting services.

**01-50-510-550096 — Beaumont Basin Watermaster** — This section accounts for the District's prorated cost of participation in the Beaumont Basin Watermaster Committee.

**01-50-510-550097 — SAWPA Basin Monitoring Program** — This section accounts for the District's cost of participation in the Santa Ana Watershed Project Authority Basin Monitoring Program.

## **FINANCE AND ADMINISTRATIVE SERVICES EXPENSES**

*The three digit departmental number 310 seen in this section of the General Ledger refers to the expenses incurred for Finance and Administrative Services as well as General District expenses. This section of the General Ledger includes expenses incurred for Professional Expenses related to Finance and Administrative Services that are not included in the Professional Services Expenses above.*

**01-30-310-500105 — Labor** — Wage expenses for this department.

**01-30-310-500110 — Overtime** — Overtime expenses for this department.

**01-30-310-500111 — Double Time** — Double-time expenses for this department.

**01-30-310-500115 — Social Security** — Expenses for the District's portion of Social Security (FICA) for this department.

**01-30-310-500120 — Medicare** — Expenses for the District's portion of Medicare for this department.

**01-30-310-500125 — Health Insurance** — Cost of providing health benefits to employees in this department.

**01-30-310-500130 — CalPERS Health Administration Costs** — Administrative fees charged for CalPERS health insurance.

**01-30-310-500140 — Life Insurance** — Life insurance premiums paid on behalf of employees in this department.

**01-30-310-500143 — EAP Program** — Cost of providing Employee Assistance Program to employees in this department.

**01-30-310-500145 — Workers' Compensation** — Standard costs paid to the District's insurance carrier for employees in this department.

**01-30-310-500150 — Unemployment Insurance** — Cost of providing unemployment benefits for employees in this department.

**01-30-310-500155 — Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.

**01-30-310-500161 — Estimated Current Year OPEB Expense** — Actuarially-determined annual expense associated with the measurement of the District's net Other Postemployment Benefits (OPEB).

**01-30-310-500165 — Uniforms and Employee Benefits** — Cost of uniforms and personal protective equipment.

**01-30-310-500175 — Training/Education/Mtgs/Travel** — Provides for costs associated with personnel development, which include attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, mileage reimbursement for employees in this department.

**01-30-310-500180 — Accrued Sick Leave Expense** — Cost of sick time earned by employees in this department.

- 01-30-310-500185** — **Accrued Vacation Leave Expense** — Cost of vacation time earned by employees in this department.
- 01-30-310-500187** — **Accrued Leave Payments** — Cash payouts of excess vacation and sick time permitted under District policy. May include Floating Holiday, Birthday Holiday, Admin Time, and Comp Time.
- 01-30-310-500190** — **Temporary Labor** — Wage expenses for the use of temporary employees employed by a third party agency.
- 01-30-310-500195** — **CIP Related Labor** — Wage and benefit expenses for Capital Improvement Projects in this department.
- 01-30-310-550001** — **Bank/Financial Service Fees** — Service fees associated with District bank deposit accounts.
- 01-30-310-550006** — **Cashiering Shortages/Overages** — Accounts for cash shortages and overages at the cashiering windows.
- 01-30-310-550008** — **Transaction/Return Fees** — Bank fees charged to the District for payments returned by the bank as unpaid.
- 01-30-310-550010** — **Transaction/Credit Card Fees** — Bank fees charged to the District for credit card processing.
- 01-30-310-550014** — **Credit Check Fees** — Costs of performing credit checks for water service applicants.
- 01-30-310-550030** — **Membership Dues** — Membership dues for associations including the Beaumont Chamber of Commerce, Cherry Valley Chamber of Commerce, California Special District Association, ACWA, AWWA, etc.
- 01-30-310-550036** — **Notary and Lien Fees** — Fees associated with filing and releasing liens on delinquent accounts.
- 01-30-310-550042** — **Office Supplies** — Cost of miscellaneous consumable office supplies such as paper, pens, etc.
- 01-30-310-550046** — **Office Equipment** — Costs for office equipment that individually do not meet the criteria for capitalization as a fixed asset, including costs that are part of service and/or lease agreements for the office equipment.
- 01-30-310-550048** — **Postage** — Costs such as postage for regular and delinquent utility bills as well as daily correspondence.
- 01-30-310-550050** — **Utility Billing Service** — Cost associated with the production, mailing, etc. of Utility Bills.
- 01-30-310-550051** — **Advertising/Legal Notices** — Cost associated with advertising notices, inviting bids, unclaimed funds, etc.
- 01-30-310-550054** — **Property, Auto and General Liability Insurance** — Insurance premiums covering District properties and facilities.
- 01-30-310-550072** — **Miscellaneous Operating Expenses** — Expenses which do not fall directly under another general ledger account under financial and administrative services.
- 01-30-310-550078** — **Bad Debt Expense** — Cost of providing water service to accounts which are deemed to be uncollectible.
- 01-30-310-560000** — **GASB 68 Pension Expense** — Actuarially-determined annual expense associated with the measurement of the District's net Pension Liability (NPL).

## DEPRECIATION

**01-30-310-550084 — Depreciation** — Annual depreciation expenses on capital assets.

## HUMAN RESOURCES AND RISK MANAGEMENT

*The three digit departmental number 320 seen in this section of the General Ledger includes the administrative salaries, employee benefits, operating supplies, and other expenses associated with the human resource related functions of the District.*

**01-30-320-500105 — Labor** — Wage expenses for this department.

**01-30-320-500110 — Overtime** — Overtime expenses for this department.

**01-30-320-500111 — Double Time** — Double-time expenses for this department.

**01-30-320-500115 — Social Security** — Expenses for the District's portion of Social Security (FICA) for this department.

**01-30-320-500120 — Medicare** — Expenses for the District's portion of Medicare for this department.

**01-30-320-500125 — Health Insurance** — Cost of providing health benefits to employees in this department.

**01-30-320-500140 — Life Insurance** — Life insurance premiums paid on behalf of employees in this department.

**01-30-320-500143 — EAP Program** — Cost of providing Employee Assistance Program to employees in this department.

**01-30-320-500145 — Workers' Compensation** — Standard costs paid to the District's insurance carrier for employees in this department.

**01-30-320-500150 — Unemployment Insurance** — Cost of providing unemployment benefits for employees in this department.

**01-30-320-500155 — Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.

**01-30-320-500165 — Uniforms and Employee Benefits** — Cost of uniforms and personal protective equipment.

**01-30-320-500175 — Training/Education/Mtgs/Travel** — Provides for costs associated with personnel development, which include attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, mileage reimbursement for employees in this department.

**01-30-320-500176 — District Professional Development** — Provides for costs associated with advanced and/or District-wide personnel development, which includes attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, mileage reimbursement for authorized employees.

**01-30-320-500177 — General Safety Training and Supplies** — Provides for general safety-related training and supply costs such as OSHA-required training, quarterly facilities inspections for safety compliance, disaster preparedness equipment and training, employee CPR/First Aid, and general safety materials or equipment.

**01-30-320-500180 — Accrued Sick Leave Expense** — Cost of sick time earned by employees in this department.

**01-30-320-500185 — Accrued Vacation Leave Expense** — Cost of vacation time earned by employees in this department.

- 01-30-320-500187** — **Accrued Leave Payments** — Cash payouts of excess vacation and sick time permitted under District policy. May include Floating Holiday, Birthday Holiday, Admin Time, and Comp Time.
- 01-30-320-500190** — **Temporary Labor** — Wage expenses for the use of temporary employees employed by a third party agency.
- 01-30-320-550024** — **Employment Testing** — Costs associated with pre-employment and random drug testing.
- 01-30-320-550025** — **Employee Retention** — Cost associated with acknowledgments, certificates, and employee retention activities.
- 01-30-320-550026** — **Recruitment Expense** — Costs associated with the recruitment of new staff.
- 01-30-320-550028** — **District Certification** — Costs associated with application fees, survey fees, and other fees in order to submit for awards which illustrate District excellence in transparency, workplace culture, ethics, etc.
- 01-30-320-550030** — **Membership Dues** — Membership dues for associations including CalChamber, CALPERLA, SHRM, etc.
- 01-30-320-550042** — **Office Supplies** — Cost of miscellaneous consumable office supplies such as paper, pens, etc. specifically for department related projects.
- 01-30-320-550051** — **Advertising/Legal Notices** — Cost associated with advertising notices, job posts, inviting bids, etc.
- 01-30-320-580036** — **Other Professional Services** — Costs associated with outside training, auditing services, District events such as wellness fairs, and consulting services.

#### **INFORMATION TECHNOLOGY EXPENSES**

*The three digit departmental number 315 seen in this section of the General Ledger includes the administrative salaries, employee benefits, operating supplies, and other expenses associated with the information technology function of the District.*

- 01-35-315-500105** — **Labor** — Wage expenses for this department.
- 01-35-315-500115** — **Social Security** — Expenses for the District’s portion of Social Security (FICA) for this department.
- 01-35-315-500120** — **Medicare** — Expenses for the District’s portion of Medicare for this department.
- 01-35-315-500125** — **Health Insurance** — Cost of providing health benefits to employees in this department.
- 01-35-315-500140** — **Life Insurance** — Life insurance premiums paid on behalf of employees in this department.
- 01-35-315-500143** — **EAP Program** — Cost of providing Employee Assistance Program to employees in this department.
- 01-35-315-500145** — **Workers’ Compensation** — Standard costs paid to the District’s insurance carrier for employees in this department.
- 01-35-315-500150** — **Unemployment Insurance** — Cost of providing unemployment benefits for employees in this department.
- 01-35-315-500155** — **Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.
- 01-35-315-500165** — **Uniforms & Employee Benefits** — Cost of uniforms and personal protective equipment.

- 01-35-315-500175 — Training/Education/Mtgs/Travel** — Provides for costs associated with personnel development, which include attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, mileage reimbursement for employees in this department.
- 01-35-315-500180 — Accrued Sick Leave Expense** — Cost of sick time earned by employees in this department.
- 01-35-315-500185 — Accrued Vacation Leave Expense** — Cost of vacation time earned by employees in this department.
- 01-35-315-500187 — Accrued Leave Payments** — Cash payouts of excess vacation and sick time permitted under District policy. May include Floating Holiday, Birthday Holiday, Admin Time, and Comp Time.
- 01-35-315-500190 — Temporary Labor** — Wage expenses for the use of temporary employees employed by a third party agency.
- 01-35-315-500195 — CIP Related Labor** — Wage expenses for a Capital Improvement Project in this department.
- 01-35-315-501511 — Telephone/Internet Service** — Phone and communication services for office and field operation including internet and fax services.
- 01-35-315-501521 — Building Alarms and Security** – Costs associated with the alarms and security services for all District facilities.
- 01-35-315-540014 — GIS Maintenance and Updates** – Costs associated with GIS activities and updates relating to District projects that are not recovered from Developer deposits.
- 01-35-315-550030 — Membership Dues** — Membership dues for information technology related associations such as Multi-State Information Sharing & Analysis Center (MS-ISAC) and Municipal Information Systems Association of California (MISAC), etc.
- 01-35-315-550044 — Printing/Toner and Maintenance** — Costs associated with toner supplies, imaging, or enterprise printers.
- 01-35-315-550051 — Advertising/Legal Notices** — Cost associated with advertising notices, inviting bids, etc.
- 01-35-315-580016 — Computer Hardware** — Costs for general information technology hardware related items such as cables, wire management, keyboards, mouse, computer repair components.
- 01-35-315-580021 — IT/Software Support** — Costs for general information technology software related items.
- 01-35-315-580026 — License/Maintenance/Support** — Costs for information technology related license renewals, maintenance agreements and renewals and Annual Support Agreements.
- 01-35-315-580028 — Cybersecurity Software/Hardware** – Cost for hardware and software to support secure operations in relation to Information Technology.

## **SOURCE OF SUPPLY**

*The three digit department number 410 seen in this section of the General Ledger refers to the expenses incurred for the operation and maintenance of wells, tanks, purchase and extraction of water.*

- 01-40-410-500105 — Labor** — Wage expenses for this department.
- 01-40-410-500110 — Overtime** — Overtime expenses for this department.
- 01-40-410-500111 — Double Time** — Double-time expenses for this department.

- 01-40-410-500113** — **Standby/On-Call** — Expenses for off-duty work for this department as defined by the employees Memorandum of Understanding (MOU).
- 01-40-410-500115** — **Social Security** — Expenses for the District’s portion of Social Security (FICA) for this department.
- 01-40-410-500120** — **Medicare** — Expenses for the District’s portion of Medicare for this department.
- 01-40-410-500125** — **Health Insurance** — Cost of providing health benefits to employees in this department.
- 01-40-410-500140** — **Life Insurance** — Life insurance premiums paid on behalf of employees in this department.
- 01-40-410-500143** — **EAP Program** — Cost of providing Employee Assistance Program to employees in this department.
- 01-40-410-500145** — **Workers’ Compensation** — Standard costs paid to the District’s insurance carrier for employees in this department.
- 01-40-410-500150** — **Unemployment Insurance** — Cost of providing unemployment benefits for employees in all divisions of the Operations department.
- 01-40-410-500155** — **Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.
- 01-40-410-500165** — **Uniforms and Employee Benefits** — Cost of uniforms, personal protective equipment and boot allowance.
- 01-40-410-500175** — **Training/Education/Mtgs/Travel** — Provides for costs associated with personnel development, which include attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, mileage reimbursement for employees in this department.
- 01-40-410-500180** — **Accrued Sick Leave Expense** — Cost of sick time earned by employees in this department.
- 01-40-410-500185** — **Accrued Vacation Leave Expense** — Cost of vacation time earned by employees in this department.
- 01-40-410-500187** — **Accrued Leave Payments** — Cash payouts of excess vacation and sick time permitted under District policy. May include Floating Holiday, Birthday Holiday, Admin Time, and Comp Time.
- 01-40-410-500195** — **CIP Related Labor** — Wage expenses for Capital Improvement Projects in this department.
- 01-40-410-500501** — **State Project Water Purchases** — Costs associated with the purchase of imported water from the San Geronio Pass Water Agency (SGPWA).
- 01-40-410-500511** — **Ground Water Purchases** — Costs associated with the purchase of groundwater rights from South Mesa Mutual, City of Banning, Yucaipa Valley Water District (YVWD), etc.
- 01-40-410-501101** — **Electricity - Wells** — Charges for power purchased from Southern California Edison to operate District facilities including wells, boosters, reservoirs, pumping stations, etc..
- 01-40-410-501201** — **Gas - Wells** — Natural gas purchased for the operation of an emergency booster pump.
- 01-40-410-510011** — **Treatment and Chemicals** — Costs associated with the purchase of water treatment chemicals such as chlorine.
- 01-40-410-510021** — **Lab Testing** — Costs associated with water sample analysis conducted by outside laboratories.
- 01-40-410-510031** — **Small Tools, Parts and Maintenance** – Costs for minor repairs and small parts purchases.

- 01-40-410-520021 — Maintenance and Repair – Telemetry Equipment** — Costs associated with the maintenance and repair of the District’s telemetry system.
- 01-40-410-520061 — Maintenance and Repair – Pumping Equipment** — Costs associated with the maintenance and repair of pumping equipment, wells, boosters and chlorination equipment.
- 01-40-410-540084 — Regulations Mandates and Tariffs** — Expenses including National Pollutant Discharge Elimination System (NPDES) permit fees and water system fees to the California Department of Public Health as well as all permits and annual reports mandated by other Regulatory Agencies.
- 01-40-410-550024 — Employment Testing** — Costs associated with random drug test and DOT program requirements.
- 01-40-410-550066 — Subscriptions** — Costs of subscriptions for regulatory and technical updates.

**TRANSMISSION AND DISTRIBUTION**

*The three digit departmental number 440 seen in this section of the General Ledger refers to the expenses incurred for the operation and maintenance of the infrastructure used to bring water from wells to storage tanks and from storage tanks to the consumers.*

- 01-40-440-500105 — Labor** — Wage expenses for this department.
- 01-40-440-500110 — Overtime** — Overtime expenses for this department.
- 01-40-440-500111 — Double Time** — Double-time expenses for this department.
- 01-40-440-500113 — Standby/On-Call** — Expenses for off-duty work for this department as defined by the employees Memorandum of Understanding (MOU).
- 01-40-440-500115 — Social Security** — Expenses for the District’s portion of Social Security (FICA) for this department.
- 01-40-440-500120 — Medicare** — Expenses for the District’s portion of Medicare for this department.
- 01-40-440-500125 — Health Insurance** — Cost of providing health benefits to employees in this department.
- 01-40-440-500140 — Life Insurance** — Life insurance premiums paid on behalf of employees in this department.
- 01-40-440-500143 — EAP Program** — Cost of providing Employee Assistance Program to employees in this department.
- 01-40-440-500145 — Workers’ Compensation** — Standard costs paid to the District’s insurance carrier for employees in this department.
- 01-40-440-500155 — Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.
- 01-40-440-500165 — Uniforms and Employee Benefits** — Cost of uniforms, personal protective equipment and boot allowance.
- 01-40-440-500175 — Training/Education/Mtgs/Travel** — Provides for costs associated with personnel development, which include attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, mileage reimbursement for employees in this department.
- 01-40-440-500177 — General Safety Supplies** — Costs associated with general safety materials or equipment not otherwise specified.
- 01-40-440-500180 — Accrued Sick Leave Expense** — Cost of sick time earned by employees in this department.

- 01-40-440-500185** — **Accrued Vacation Leave Expense** — Cost of vacation time earned by employees in this department.
- 01-40-440-500187** — **Accrued Leave Payments** — Cash payouts of excess vacation and sick time permitted under District policy. May include Floating Holiday, Birthday Holiday, Admin Time, and Comp Time.
- 01-40-440-500190** — **Temporary Labor** – Wage expenses for the use of temporary employees employed by a third party agency for all operations division.
- 01-40-440-500195** — **CIP Related Labor** — Wage expenses for Capital Improvement Projects in this department.
- 01-40-440-510031** — **Small Tools, Parts and Maintenance** — Costs for minor repairs and small parts purchases.
- 01-40-440-520071** — **Maintenance and Repair – Pipeline and Hydrants** — Costs associated with the maintenance and repair of pipelines and fire hydrants.
- 01-40-440-520081** — **Maintenance and Repair – Hydraulically Controlled Valves** — Costs associated with the maintenance and repair of Cla-Valves, including control valves, bypass valves, pressure regulating valves (PRV), pressure sustaining valves, and any other hydraulically controlled system valves.
- 01-40-440-540001** — **Backflow Maintenance** — Costs associated with maintenance and repair of District owned backflow devices and test equipment. Costs associated with backflow testing.
- 01-40-440-540024** — **Inventory Adjustments** — Costs associated with change in market value on inventory using an average-cost valuation method or costs associated with removing obsolete or damaged items from inventory.
- 01-40-440-540036** — **Line Locates** — Cost associated with the locating and marking of underground facilities.
- 01-40-440-540042** — **Meters Maintenance and Services** — Costs associated with repair and maintenance of existing meters and services, service lines, in accordance with the District’s meter change out program.
- 01-40-440-540078** — **Reservoirs Maintenance** — Costs associated with the repair and maintenance of District water storage facilities.
- 01-40-440-550024** — **Employment Testing** — Costs associated with random drug test and DOT program requirements.
- 01-40-440-550051** — **Advertising/Legal Notices** — Cost associated with advertising notices, inviting bids, etc.

## INSPECTIONS

*The three digit departmental number 450 seen in this section of the General Ledger refers to the expenses incurred for the labor of the inspectors. These costs are typically recovered through inspection fees and development charges.*

- 01-40-450-500105** — **Labor** — Wage expenses for this department.
- 01-40-450-500110** — **Overtime** — Overtime expenses for this department.
- 01-40-450-500111** — **Double Time** — Double-time expenses for this department.
- 01-40-450-500113** — **Standby/On-Call** — Expenses for off-duty work for this department as defined by the employees Memorandum of Understanding (MOU).

- 01-40-450-500115** — **Social Security** — Expenses for the District’s portion of Social Security (FICA) for this department.
- 01-40-450-500120** — **Medicare** — Expenses for the District’s portion of Medicare for this department.
- 01-40-450-500125** — **Health Insurance** — Cost of providing health benefits to employees in this department.
- 01-40-450-500140** — **Life Insurance** — Life insurance premiums paid on behalf of employees in this department.
- 01-40-450-500143** — **EAP Program** — Cost of providing Employee Assistance Program to employees in this department.
- 01-40-450-500145** — **Workers’ Compensation** — Standard costs paid to the District’s insurance carrier for employees in this department.
- 01-40-450-500155** — **Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.

**CUSTOMER SERVICE AND METER READING**

*The three digit departmental number 460 seen in this section of the General Ledger refers to the expenses incurred for the labor of the meter readers and the field customer service representative.*

- 01-40-460-500105** — **Labor** — Wage expenses for this department.
- 01-40-460-500110** — **Overtime** — Overtime expenses for this department.
- 01-40-460-500111** — **Double Time** — Double-time expenses for this department.
- 01-40-460-500113** — **Standby/On-Call** — Expenses for off-duty work for this department as defined by the employees Memorandum of Understanding (MOU).
- 01-40-460-500115** — **Social Security** — Expenses for the District’s portion of Social Security (FICA) for this department.
- 01-40-460-500120** — **Medicare** — Expenses for the District’s portion of Medicare for this department.
- 01-40-460-500125** — **Health Insurance** — Cost of providing health benefits to employees in this department.
- 01-40-460-500140** — **Life Insurance** — Life insurance premiums paid on behalf of employees in this department.
- 01-40-460-500143** — **EAP Program** — Cost of providing Employee Assistance Program to employees in this department.
- 01-40-460-500145** — **Workers’ Compensation** — Standard costs paid to the District’s insurance carrier for employees in this department.
- 01-40-460-500155** — **Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.
- 01-40-460-500165** — **Uniforms and Employee Benefits** — Cost of uniforms, personal protective equipment and boot allowance.
- 01-40-460-500175** — **Training/Education/Mtgs/Travel** — Provides for costs associated with personnel development, which include attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, mileage reimbursement for employees in this department.
- 01-40-460-500180** — **Accrued Sick Leave Expense** — Cost of sick time earned by employees in this department.
- 01-40-460-500185** — **Accrued Vacation Leave Expense** — Cost of vacation time earned by employees in this department.

- 01-40-460-500187** — **Accrued Leave Payments** — Cash payouts of excess vacation and sick time permitted under District policy. May include Floating Holiday, Birthday Holiday, Admin Time, and Comp Time.
- 01-40-460-500195** — **CIP Related Labor** — Wage expenses for a Capital Improvement Project in this department.
- 01-40-460-550024** — **Employment Testing** — Costs associated with random drug test and DOT program requirements.

**MAINTENANCE and GENERAL PLANT EXPENSES**

*The three digit departmental number 470 seen in this section of the General Ledger refers to the expenses incurred for the labor of employees performing landscape and general plant maintenance. This department includes expenses related to District owned properties. The three digit department number 510 seen in this section of the General Ledger refers to the general expenses incurred by the District that are not associated with a specific department.*

- 01-40-470-500105** — **Labor** — Wage expenses for this department.
- 01-40-470-500110** — **Overtime** — Overtime expenses for this department.
- 01-40-470-500111** — **Double Time** — Double-time expenses for this department.
- 01-40-470-500113** — **Standby/On-Call** — Expenses for off-duty work for this department as defined by the employees Memorandum of Understanding (MOU).
- 01-40-470-500115** — **Social Security** — Expenses for the District’s portion of Social Security (FICA) for this department.
- 01-40-470-500120** — **Medicare** — Expenses for the District’s portion of Medicare for this department.
- 01-40-470-500125** — **Health Insurance** — Cost of providing health benefits to employees in this department.
- 01-40-470-500140** — **Life Insurance** — Life insurance premiums paid on behalf of employees in this department.
- 01-40-470-500143** — **EAP Program** — Cost of providing Employee Assistance Program to employees in this department.
- 01-40-470-500145** — **Workers’ Compensation** — Standard costs paid to the District’s insurance carrier for employees in this department.
- 01-40-470-500155** — **Retirement/CalPERS** — Retirement contributions paid on behalf of employees in this department.
- 01-40-470-501111** — **Electricity – 560 Magnolia Ave** — Electricity for the District Main Office.
- 01-40-470-501121** — **Electricity – 12303 Oak Glen Rd** — Electricity for District residence, billed to the occupant.
- 01-40-470-501131** — **Electricity – 13695 Oak Glen Rd** — Electricity for District residence, billed to the occupant.
- 01-40-470-501141** — **Electricity – 13697 Oak Glen Rd** — Electricity for District residence, billed to the occupant.
- 01-40-470-501151** — **Electricity – 9781 Avenida Miravilla** — Electricity for District residence, billed to the occupant.
- 01-40-470-501161** — **Electricity – 815 E. 12<sup>th</sup> St** — Electricity for the field office.

- 01-40-470-501171** — **Electricity – 851 E. 6<sup>th</sup> St** — Electricity for the engineering annex.
- 01-40-470-501321** — **Propane – 12303 Oak Glen Rd** — Propane purchased for District residence, billed to the occupant.
- 01-40-470-501331** — **Propane – 13695 Oak Glen Rd** — Propane purchased for District residence, billed to the occupant.
- 01-40-470-501341** — **Propane – 13697 Oak Glen Rd** — Propane purchased for District residence, billed to the occupant.
- 01-40-470-501351** — **Propane – 9781 Avenida Miravilla** — Propane purchased for District residence, billed to the occupant.
- 01-40-470-501411** — **Sanitation – 560 Magnolia Ave** — Sewer and Refuse for the District Main Office.
- 01-40-470-501461** — **Sanitation – 815 E. 12<sup>th</sup> St** — Sewer/Refuse and trash bin for field office.
- 01-40-470-501471** — **Sanitation – 11083 Cherry Ave** — Trash bin located at Cherry Yard.
- 01-40-470-501600** — **Property Maintenance and Repairs** — Maintenance work performed on the various District owned buildings (wells, pressure regulation stations, booster pumps, etc.).
- 01-40-470-501611** — **Maintenance and Repair – 560 Magnolia Ave** — Costs associated with the maintenance and repairs performed at the District Main Office, including routine maintenance to A/C unit, cleaning services, and any other professional services associated with the maintenance or repair of this facility.
- 01-40-470-501621** — **Maintenance and Repair – 12303 Oak Glen Rd** — Maintenance and repairs performed at District residence.
- 01-40-470-501631** — **Maintenance and Repair – 13695 Oak Glen Rd** — Maintenance and repairs performed at the District residence.
- 01-40-470-501641** — **Maintenance and Repair – 13697 Oak Glen Rd** — Maintenance and repairs performed at the District residence.
- 01-40-470-501651** — **Maintenance and Repair – 9781 Avenida Miravilla** — Maintenance and repairs performed at the District residence.
- 01-40-470-501661** — **Maintenance and Repair – 815 E. 12<sup>th</sup> St** — Costs associated with the maintenance and repair performed at the District Field Office, including routine maintenance to A/C unit, ice machine, cleaning services, and any other professional services associated with the maintenance or repair of this facility.
- 01-40-470-501671** — **Maintenance and Repair – 851 E. 6<sup>th</sup> St** — Costs associated with the maintenance and repair performed at the District Engineering Annex, including routine cleaning services, water service, and any other professional services associated with the maintenance or repair of this facility.
- 01-40-470-501691** — **Maintenance and Repair – Buildings (General)** — Costs associated with maintenance and repair of general District facilities not otherwise specified.
- 01-40-470-510001** — **Auto/Fuel** — Fuel purchased for District fleet vehicles.
- 01-40-470-510002** — **CIP Related Fuel** — Fuel purchased for Capital Improvement Projects.
- 01-40-470-520011** — **Maintenance and Repair – Safety Equipment** — Costs for safety items such as cones, barricades, signs, etc. District keeps on-hand inventory; purchases would be only to replenish worn out items.

- 01-40-470-520031 — Maintenance and Repair – General Equipment** — Costs associated with general maintenance performed on District equipment.
- 01-40-470-520041 — Maintenance and Repair – Fleet** — Costs associated with routine maintenance, parts, oil changes, repairs, vehicle cleaning service etc., for all fleet vehicles.
- 01-40-470-520051 — Maintenance and Repair – Paving** — Costs associated with road repairs and paving outside of the City of Beaumont conducted by outside contractors.
- 01-40-470-520053 — Encroachment Permits** – Costs associated with encroachment permit deposits and fees.
- 01-40-470-520061 — Maintenance and Repair – Paving (City of Beaumont)** – Costs associated with road repairs and paving within the City of Beaumont conducted by outside contractors
- 01-40-470-520091 — Maintenance and Repair – Communication Equipment** — Cost associated with the maintenance and repair of District radio equipment.
- 01-40-470-540030 — Landscape Maintenance** — Landscape maintenance performed at the various District facilities.
- 01-40-470-540072 — Recharge Facility, Canyon and Pond Maintenance** — Costs associated with the maintenance and weed abatement necessary for the basins at the Noble Creek Recharge Facility Phase I & II and basins located in Edgar Canyon.
- 01-50-510-502001 — Rents/Leases** — Cost associated with third party rental agreements with the District including the Engineering Annex.
- 01-50-510-510031 — Small Tools, Parts and Maintenance** — Costs for minor repairs and small parts purchases not specifically associated with any one project or division.
- 01-50-510-540066 — Property Damages and Theft** — Costs associated with small claims on the District for property damage.
- 01-50-510-550040 — General Supplies** — Cost of general supplies used for District operations not specifically associated with any one project.
- 01-50-510-550060 — Public Education/Community Outreach** — Costs associated with public education and community outreach, such as the mandated Annual Consumer Confidence Report (Water Quality Report), public relations, etc.
- 01-50-510-550072 — Miscellaneous Operating Expenses** — Expenses which do not fall directly under another general ledger account for the District.
- 01-50-510-550074 — Disaster Preparedness Ongoing Expenses** — Expenses specifically incurred during an ongoing disaster as well as costs associated with the District’s disaster preparedness program that are not included in any other GL account.

## 2022 Salary Schedule

### Beaumont-Cherry Valley Water District Salary Schedule

Effective: January 1, 2022 Classification	Hourly Rates					Annual Range	
	1	2	3	4	5		
Accountant III	37.17	39.03	40.98	43.03	45.18	77,313.60	93,974.40
Accounting Technician	28.16	29.57	31.05	32.60	34.23	58,572.80	71,198.40
Administrative Assistant	23.42	24.59	25.82	27.11	28.47	48,713.60	59,217.60
Assistant General Manager	76.93	80.78	84.82	89.06	93.51	160,014.40	194,500.80
Civil Engineering Assistant	35.90	37.70	39.58	41.56	43.64	74,672.00	90,771.20
Customer Service Representative I	18.58	19.51	20.49	21.51	22.59	38,646.40	46,987.20
Customer Service Representative II	21.86	22.95	24.10	25.30	26.57	45,468.80	55,265.60
Customer Service Representative III	27.73	29.12	30.58	32.11	33.72	57,678.40	70,137.60
Development Services Representative	26.54	27.87	29.26	30.72	32.26	55,203.20	67,100.80
Director of Engineering	73.94	77.64	81.52	85.60	89.88	153,795.20	186,950.40
Director of Finance and Administrative Services	66.13	69.44	72.91	76.56	80.39	137,550.40	167,211.20
Director of Information Technology	59.21	62.17	65.28	68.54	71.97	123,156.80	149,697.60
Director of Operations	64.61	67.84	71.23	74.79	78.53	134,388.80	163,342.40
Engineering Intern	15.81	16.60	17.43	18.30	19.21	32,884.80	39,956.80
Field Superintendent	44.41	46.63	48.96	51.41	53.98	92,372.80	112,278.40
General Manager	<b>negotiated contract</b>				115.57		246,958.40
Human Resource Coordinator	27.73	29.12	30.58	32.11	33.72	57,678.40	70,137.60
Maintenance Utility Worker	22.66	23.79	24.98	26.23	27.54	47,132.80	57,283.20
Production Maintenance I	22.30	23.42	24.59	25.82	27.11	46,384.00	56,388.80
Production Maintenance II	27.33	28.70	30.13	31.64	33.22	56,846.40	69,097.60
Production Supervisor	36.09	37.89	39.78	41.77	43.86	75,067.20	91,228.80
Recycled Water Supervisor	35.72	37.51	39.39	41.36	43.43	74,297.60	90,334.40
Senior Accountant	39.02	40.97	43.02	45.17	47.43	81,161.60	98,654.40
Senior Engineer	61.62	64.70	67.93	71.33	74.90	128,169.60	155,792.00
Sr. Finance and Administrative Analyst	43.49	45.66	47.94	50.34	52.86	90,459.20	109,948.80
Transmission & Distribution Supervisor	35.72	37.51	39.39	41.36	43.43	74,297.60	90,334.40
Water Utility Person I	19.53	20.51	21.54	22.62	23.75	40,622.40	49,400.00
Water Utility Person II	22.98	24.13	25.34	26.61	27.94	47,798.40	58,115.20
Water Utility Person III	25.83	27.12	28.48	29.90	31.39	53,726.40	65,291.20

Board of Directors

\$260 per day for meeting attendance in accordance with District rules

# Capital Improvement Budget

## What are Capital Improvements?

Capital improvements include the purchase, construction, replacement, addition, or major repair of District facilities, infrastructure, and equipment. The selection and evaluation of capital projects involves analysis of District requirements, speculation on growth, the ability to make estimates, and the consideration of historical perspectives. A “capital project” has a monetary value of at least \$5,000, has a useful life of a minimum of two years, and results in the creation or revitalization of a fixed asset. A capital project is usually relatively large compared to other “capital outlay” items that may be included in the annual operating budget. Vehicles and heavy equipment are considered capital projects by the District for the purpose of financial planning.

## Ten Year Capital Improvement Plan

In March 2017, the Board of Directors adopted the 2017-2026 Ten Year Capital Improvement Plan (CIP) which was subsequently updated in March 2018. The CIP is a ten-year fiscal planning tool used to identify the future capital needs of the Beaumont-Cherry Valley Water District (BCVWD/District), as well as identify the timing and method of financing those capital needs. The District, like other water agencies across California, must deal with population growth, aging infrastructure, climate change and environmental mandates, and an influx of new technologies. The reality is that infrastructure cannot simply be replaced. Upgrades are essential and necessary to meet customer needs at affordable rates. Water meters, for example, must become intuitive, two-way communication devices and wells need to be built with next-generation computers to maximize pumping efficiencies and provide for added security.

Many of these enhancements and upgrades are costly, but necessary. The CIP is designed to show how the District will build, maintain, and manage the assets needed to produce, treat, and distribute water while keeping costs as low as possible. This planning tool provides the framework for District investments over a ten-year horizon, while providing the flexibility to adapt to changing infrastructure needs and opportunities as they arise.

Generally, projects included in the CIP are non-recurring projects that exceed \$5,000 in cost and have a useful life of a minimum of two years which qualifies them as capital assets per the District’s capitalization policy. In fact, the larger capital projects in the CIP have costs exceeding \$1,000,000 and useful lives of ten to fifty years. The District’s CIP includes projects in five distinct improvement groups: Potable Water Infrastructure projects, Non-Potable Water Infrastructure projects, Pipeline Replacement projects, and Capital Acquisitions such as IT replacements and upgrades and vehicle replacements. Projects in the CIP that have significant cost may require the use of reserves, low-interest loans, or bond debt to finance their costs.

The schedule presented as Appendix C in this Capital Improvement Budget (CIB) includes the next five years of the CIP as adopted by the Board in March 2018, and is separated into the following project types: Potable Infrastructure Projects, Potable Pipeline Replacements, IT Network Infrastructure Projects, IT SCADA Infrastructure Projects, IT/Field Operations/Administration Projects, Vehicles & Equipment, and Non-Potable Infrastructure Projects, with revisions made periodically due to the dynamic nature of the CIP. Additionally, because of inflationary adjustments to these projects, a project that is initially budgeted for in one year but is not completed in that year may have a higher total cost than in the previous CIB. Similarly, as the CIP is reviewed and

certain projects are moved back or forward in time, the total project costs may change due to inflationary adjustments. Appendix C shows the Estimated Carry Over 2021 Budget amount, with the years 2022 through 2026. The emphasis is on the 2022 budget year as this is the spending plan for the upcoming year. Of the ten-year period covered in the CIP, the upcoming fiscal year is the most detailed and accurate since it is based on the most current plans and ongoing projects.

Significant multi-year projects with total costs in 2016, adjusted for inflation, dollars greater than \$250,000 and scheduled to commence or continue (carryover) in 2022 are described in detail below.



*Potable Infrastructure Projects*

**EOC-001 BCVWD EOC Staffing and Space Requirements (\$20,007,500)**

Short term cost of \$1,760,000 is for the purchase of land in the next 3 - 5 years and completion of facilities planning (soft costs) for a future District office facility based on preliminary projections of staffing needs over time. The short-term cost proposed is \$1M as an estimated purchase cost for land and associated soft costs of \$760K.

**DPX-001 Disaster Preparedness Equipment (\$992,500)**

District staff, in coordination with the ongoing improvements to the District's safety plan, has identified areas of vulnerability in assessing responses to emergency situations and has identified as necessary the purchase of certain equipment such as backup generators and an emergency communications system.

**WR-SITES-Reser Investment in Sites Reservoir Project (\$30,206,900)**

The revised project is estimated to cost approximately \$3 billion, (2019 \$), down from an initial project estimate of over \$5 billion. Although it is too early in the planning process to determine the final cost to participating members, the District's Board has authorized a participation level of 4,000 "shares" or AF of supply in conjunction with the SGPWA's 10,000 AFY of supply participation during the planning phase of this project.

**TM-2750-0001 Cherry Reservoir 1 & 2 Exterior Recoat and Retrofit (\$500,000)**

Removal of exterior paint coating and repainting of the exterior of both Cherry I and Cherry II, 1 MG potable water storage tanks.

**W-2750-0001 Replacement for Well 2 (\$6,344,100)**

Drill and outfit new Beaumont Basin deep well to replace Well 2 on Well 2 site at corner of 12th and Michigan St., 2000 gpm, 700 ft TDH, 500 HP.

**W-2750-0002 2750 Zone Well in Noble Creek Regional Park (\$7,423,700)**

Drill and outfit new Beaumont Basin deep well in southwest corner of Noble Creek Regional Park., 2000 gpm, 700 ft TDH, 500 HP.

**W-2750-0005 Replace 2750 Zone Well 1 (\$4,436,900)**

Drill and outfit new Beaumont Basin deep well to replace Well 1 on Well 1 site at 12<sup>th</sup> and Palm, 2000 gpm, 700 ft TDH, 500 HP.

**BP-2850-0001 2850 Zone to 3040 Zone Booster Pump Station (\$4,192,300)**

Construct new 2850 to 3040 Booster Pumping Station at the Vineland Tanks. Design for 4 pumps ultimate, install 3 initially @ 2100 gpm, 220 ft TDH, 200 HP each.

**TM-2850-0001 Vineland 1 Exterior Recoat and Retrofit (\$250,000)**

Removal of exterior paint coating and repainting of the exterior of Vineland I, a 1 MG potable water storage tank.

**W-2850-0001 New Beaumont Basin Well on Pardee Sundance Site (\$7,423,700)**

Drill and outfit new Beaumont Basin deep well on Pardee Sundance Site, 2000 gpm, 700 ft TDH, 500 HP, Note that this well could pump to 3040 Zone also.

**T-3040-0001**                    **2 MG 3040 Zone Tank (\$4,169,200) and Pressure Zone Pipeline (\$1,348,000)**  
Construct additional 2 MG steel tank adjacent to existing 1 MG Noble (3040) Zone Tank on District Property and construct new transmission main to connect into the 3040 Zone.

**TM-3040-0001**                    **Highland Springs Reservoir Recoat and Retrofit (\$350,000)**  
Removal of interior and exterior paint coating and repainting of the interior and exterior of Highland Springs Reservoir, a 1 MG potable water storage tank.

**TM-3040-0001**                    **Lower Edgar Reservoir Recoat and Retrofit (\$350,000)**  
Removal of interior and exterior paint coating and repainting of the interior and exterior of Lower Edgar Reservoir, a 1 MG potable water storage tank.

**WR**                                    **Grand Avenue Storm Drain (\$5,625,300)**  
Construct interceptor storm drain in Grand Ave from Bellflower Ave. to Phase 2 of the Noble Creek Facility Phse II to intercept relatively clean urban runoff. Watershed area = 505 acres. Q10year approx. 380 cfs.

*Potable Pipeline Replacements*

**P-2750-0056**                    **Michigan Avenue, 5th Street to 6th Street (\$336,400)**  
Remove and replace 530 ft. long 8 in. Michigan Avenue pipeline from 5<sup>th</sup> Street to 6<sup>th</sup> Street.

**P-2750-0092**                    **11th Street, Beaumont Avenue to Elm Avenue (\$1,377,500)**  
Remove and replace 1,950 ft. long 8 in. 11<sup>th</sup> Street pipeline from Beaumont Avenue to Elm Avenue.

**P-3040-0023, 0024, 0025, 0026**

**P-3330-0003**

**P-3620-0009**                    **2020-2021 Replacement Pipelines (\$1,521,200)**

P-3040-0023, 0024:

Replacement of approximately 270 LF of 6" steel pipeline with 8" DIP, along Lambert Road and Bing Place (each, total of 540 LF), west of Cherry Avenue.

P-3040-0025:

Replacement of approximately 1,250 LF of 6" steel pipeline with 8" DIP, along Star Lane, Sky Lane, and View Drive, south of Orchard Street.

P-3040-0026:

Replacement of approximately 900 LF of 4" steel with an 8" DIP pipeline, along the unpaved alignment of Utica Way from Vineland Street north to View Drive.

P-3330-0003:

Replacement of approximately 1,380 LF of 6" steel pipeline with 8" DIP in Avenida Sonrisa, from Avenida San Timoteo westerly to the end of the existing 6" steel line.

P-3620-0009:

Replacement of approximately 300 LF of 6" steel pipeline with 8" DIP, along Avenida Miravilla from Quail Road south to the termination of the existing 6" steel water line.

**P-3620-0001**                    **"B" Line Upper Edgar to upper end of 20" DIP and from lower end 20" DIP to Balance Line in Edgar Canyon (\$1,744,500)**

Install 3,000 ft. long 20 in. "B" Line Upper Edgar to upper end of 20" DIP and from lower end 20" DIP to Balance Line in Edgar Canyon.

**P-3620-0012 Ave Altejo Bella, Ave Miravilla to end of cul-de-sac (\$328,200)**  
Replacement of approximately 970 LF of 8” steel with an 8” DIP pipeline, in Avenida Altejo Bella from Avenida Miravilla to the end of the cul-de-sac.

**P-3620-0015 Appletree Ln, “B” Line to Oak Glen Rd**  
Replacement of approximately 2,170 LF of 8” steel with an 8” DIP pipeline, in Appletree Lane, from “B” Line to Oak Glen Road.

Significant equipment and vehicle purchases greater than \$50,000 and scheduled to commence or continue (carryover) in 2022 are described in detail below.

*IT Network Infrastructure*

**IT-NETW-0011 Server Room Uninterrupted Power Source (\$50,900)**  
This will provide necessary uninterrupted power in the server room to critical systems at the District in the event of a power failure before building generator is online and operational.

**IT-NETW-0013 Servers and Related Equipment (4 per year, 3 year life, \$15K per server) (\$60,000)**  
This is an ongoing CIP project that is designed to replace older server and appliance equipment that power critical systems at the District.

*IT SCADA Infrastructure*

**IT-SCAD-0002 Wonderware SCADA Phase 2 Project (\$358,000)**  
Replace the existing SCADA system with a more modern platform that enabled District staff to utilize mobile devices and replaces outdated system components.

**IT-SCAD-0003 Wonderware SCADA Phase 3 Project (\$204,900)**  
Replace the backhaul connectivity and devices throughout the District to improve communication and monitor system devices.

**IT-SCAD-0004 AMR/AMI Deployment Project (\$5,704,300)**  
This partially grant-funded project would replace all the District’s 19,000+ water meters with current automatic read technology, saving staff time, reducing errors and eliminating wear and tear on District vehicles, while offering a new and informational data set for detecting leaks within the transmission and distribution system.

*IT/Field Operations/Administration Projects*

**IT-ADMN-0001 Laser-Fishe Digitized Fileroom Project (\$66,400)**  
This project will add a digital document solution to the District, allowing staff to more efficiently manage and locate files that would otherwise be physical.

## *Vehicles and Equipment*

**VE-TRUK-0012            2008 Ford F450 (Dec, 2008) Unit #5 (\$75,000)**

Purchase a replacement for unit #5, a 2008 Ford F450. The purchase of a 2021 Ford F450 with 14' Combo Bed was approved by the Board in January 2021 and has been ordered but is not anticipated to be received until 2022.

**VE-TRUK-0013            2008 Ford F-550 1 Ton Truck w/ ¾ Ton Dump Bed (Apr, 2009) Unit #12 (\$71,000)**

Purchase a replacement for unit #12, a 2008 Ford F550 1 Ton Truck w/ ¾ Ton Dump Bed.

**VE-TRUK-0014            2011 Ford F350 (Jan, 2011) Unit #17 (Appropriately Sized F-450) (\$60,000)**

Purchase a replacement for unit #17, a 2011 Ford F350, with an appropriately sized 2022 Ford F450.

**VE-TRUK-0015            GIS / Muck Truck (Freightliner Diesel) (May, 2004) Unit #8 (\$207,300)**

Purchase a replacement for unit #8, a Freightliner Diesel.

**VE-TRUK-0018            2012 Ford F350 Super Duty Unit #4 (Appropriately Sized F-450) (\$60,000)**

Purchase a replacement for unit #4, a 2012 Ford F350, with an appropriately sized 2022 Ford F450.

Significant multi-year projects with total costs in 2016 dollars, adjusted for inflation, greater than \$250,000 and scheduled to commence or continue (carryover) in 2022 are described in detail below.

## *Non-Potable Infrastructure Projects*

**NEO-0000-0001            Recycled Water Conversion and Implementation (\$691,800)**

Conduct site mapping and inspection, shutdown testing, master engineers report, end user permitting, and other costs as necessary in preparation of receiving and distributing Recycled Water.

**NBP-2600-0003            2800 Zone Non-potable Booster at COB Treatment Plant (\$9,807,900)**

Construct a booster pump station at a location to be determined near the City of Beaumont Wastewater Treatment Plant.

**NP-2600-0001            24" San Timoteo Rd, Palmer to Tukwet Canyon (\$5,373,900)**

Install 24" recycled water main in San Timoteo Road from Palmer to Tukwet Canyon.

**NP-2600-0002            12" Tukwet Canyon, Champions to SunCal Tract (\$615,900)**

Install 12" recycled water main in Tukwet Canyon from Champions to the SunCal development.

**NP-2600-0003            18" Tukwet Canyon, SunCal Tract to San Timoteo (\$1,376,600)**

Install 18" recycled water main in Tukwet Canyon from the SunCal development to San Timoteo Canyon Road.

**NP-2600-0004                    18" San Timoteo Canyon, Tukwet Canyon to end of Existing NP (\$1,789,600)**

Install 18" recycled water main in San Timoteo Canyon Road from Tukwet Canyon to the end of the existing non-potable system.

**NPR-2800-0001                    2800 to 2600 Non-potable Water Pressure Regulator (\$241,300)**

Install non-potable water pressure regulator for the 2800 Zone down to the 2600 Zone.

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## Appendices – Capital Improvements



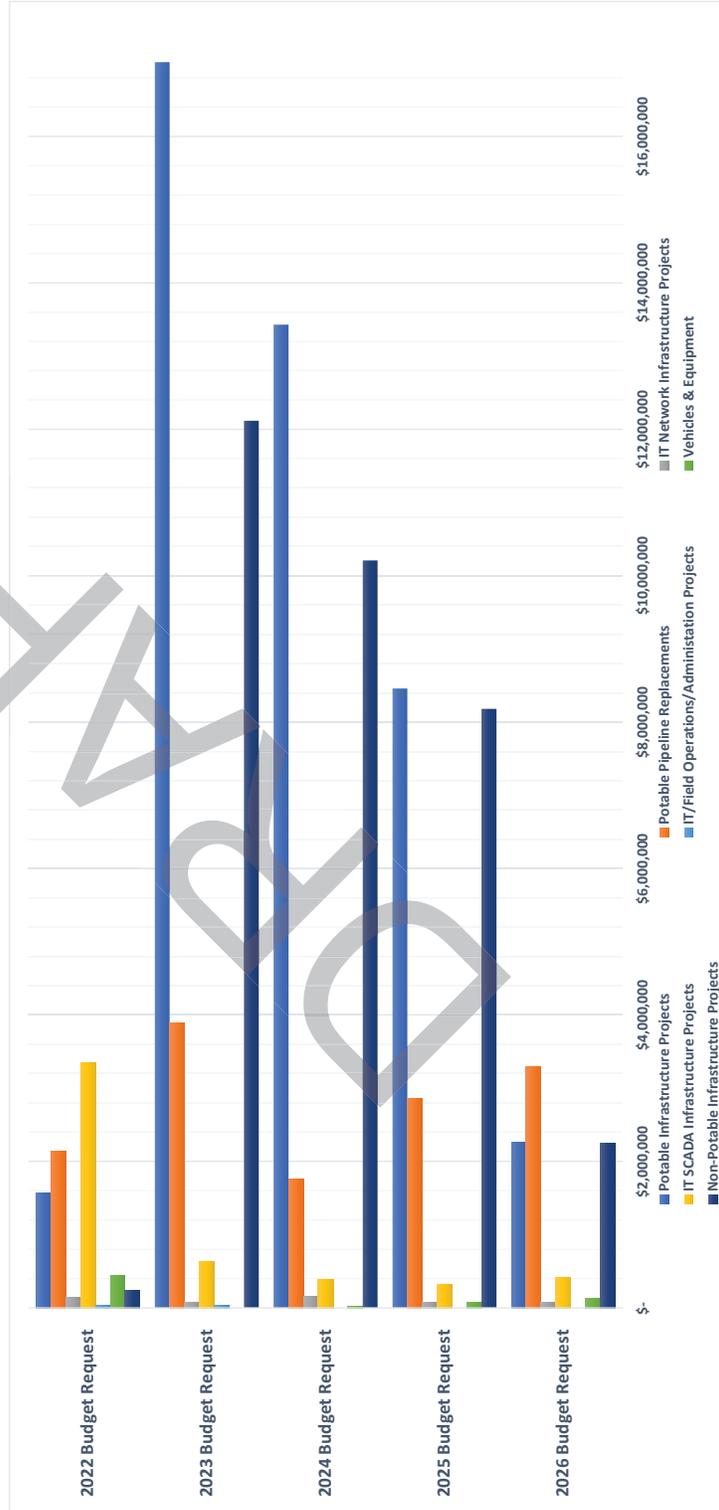


**Beaumont-Cherry Valley Water District  
2022-2026 Capital Improvement Budget**

**DRAFT**

**Appendix A  
2022 - 2026 Capital Improvement Budget Summary by Type**

Capital Improvement Program	Footnotes	Estimated Carry Over 2021 Budget	2022 Budget Request	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	5-Year Budget Total
Potable Infrastructure Projects		\$ 15,253,000	\$ 1,569,200	\$ 18,636,900	\$ 13,430,700	\$ 8,460,400	\$ 2,268,700	\$ 59,618,900
Potable Pipeline Replacements		1,851,700	2,140,200	3,892,400	1,758,000	2,861,500	3,293,000	15,796,800
IT Network Infrastructure Projects	(1)	(15,900)	144,800	78,000	163,000	78,000	78,000	525,900
IT SCADA Infrastructure Projects		1,288,000	3,345,700	628,400	386,000	323,200	408,700	6,380,000
IT/Field Operations/Administration Projects		139,100	33,200	33,200	-	-	-	205,500
Vehicles & Equipment		145,000	438,100	19,800	19,800	71,400	131,600	805,900
Non-Potable Infrastructure Projects		4,286,400	239,800	12,117,700	10,210,100	8,182,600	2,241,800	37,278,400
<b>Total</b>		<b>\$ 22,947,300</b>	<b>\$ 7,911,000</b>	<b>\$ 35,386,600</b>	<b>\$ 25,967,600</b>	<b>\$ 19,977,100</b>	<b>\$ 8,421,800</b>	<b>\$ 120,611,400</b>



**Footnotes**  
 General 5-Year Budget Total includes Estimated 2021 Carryover  
 (1) Unspent funds from Workstation Replacement project for 2020 were not carried over to 2021, causing the negative carryover for 2021.

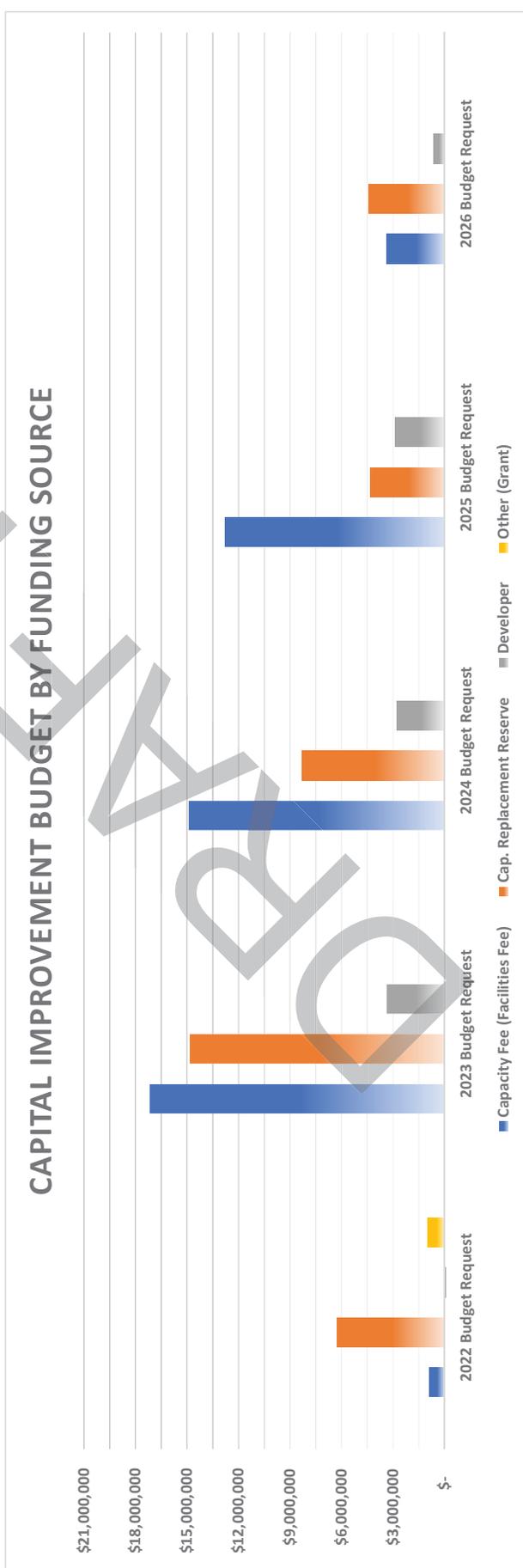


**Beaumont-Cherry Valley Water District  
2022-2026 Capital Improvement Budget**

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**Appendix B  
2022 - 2026 Capital Improvement Budget by Funding Source**

Funding Source	Footnotes	Estimated Carry Over 2021 Budget	2022 Budget Request	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	5-Year Budget Total
Capacity Fee (Facilities Fee)		\$ 12,282,400	\$ 873,000	\$ 17,173,600	\$ 14,905,000	\$ 12,790,100	\$ 3,369,300	\$ 61,393,400
Cap. Replacement Reserve		8,673,200	6,236,900	14,835,500	8,288,800	4,312,400	4,415,600	46,762,400
Developer	(1)	1,802,800	(173,200)	3,377,500	2,773,800	2,874,600	636,900	11,292,400
Other (Grant)		188,900	974,300	-	-	-	-	1,163,200
<b>Total</b>		<b>\$ 22,947,300</b>	<b>\$ 7,911,000</b>	<b>\$ 35,386,600</b>	<b>\$ 25,967,600</b>	<b>\$ 19,977,100</b>	<b>\$ 8,421,800</b>	<b>\$ 120,611,400</b>



**Footnotes**

**General** 5-Year Budget Total includes Estimated 2021 Carryover

(1) Pipeline Project 8" Sundance TR, Marylane, Tioga Tr West, budgeted for 2021, will not be constructed



**Beaumont-Cherry Valley Water District  
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Engineering Project #	Footnotes	Capital Improvement Program	Estimated Carry Over 2021 Budget	2022 Budget Request	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	5-Year Budget Total
<b>Potable Infrastructure Projects</b>									
EOC-001		BCVWD EOC Staffing and Space Requirements	1,000,000	-	\$ 760,000	\$ -	\$ -	\$ -	1,760,000
DPX-001		Disaster Preparedness Equipment	466,100	-	233,100	233,100	-	-	932,300
WR-SITES-Reser		Investment in Sites Reservoir Project	93,700	400,000	519,600	866,100	1,039,300	1,385,700	4,304,400
		2020 Capacity Charge Study	47,800	-	-	-	-	-	47,800
	(1)	Well Eyewash Station Additions	41,200	-	-	-	-	-	41,200
	(2)	Climate Control for High Horsepower Electrical Buildings	57,500	-	-	-	-	-	57,500
	(2)	Arc Flash Study & Improvement Project	67,500	-	-	-	-	-	67,500
M-0000-0001	(1)	800HP Spare Motor	44,900	-	-	-	-	-	44,900
M-0000-0002		Chlorination Retrofit At Misc. Wells (6 Well Sites)	71,500	-	1,195,800	2,917,000	-	-	4,112,800
BP-2750-0001		2750 Zone to 2850 Zone Booster Pump Station	-	-	61,100	-	-	-	61,100
M-2750-0001		2850/2750 Pressure Reducing Station & Piping (Cherry Reservoir)	-	500,000	-	-	-	-	500,000
TM-2750-0001	(3)	Cherry Reservoir 1 & 2 Exterior Recoat and Retrofit	1,796,400	-	2,304,400	2,511,100	-	-	6,611,900
W-2750-0001	(4)	Replacement for Well 2	2,115,000	-	541,800	5,119,000	-	-	7,775,800
W-2750-0005	(4)	Replace 2750 Zone Well 1	1,668,200	-	2,771,200	-	-	-	4,439,400
BP-2850-0001		2850 Zone to 3040 Zone Booster Pump Station	-	419,200	3,906,400	-	-	-	4,325,600
TM-2850-0001	(3)	Vineland 1 Exterior Recoat and Retrofit	-	250,000	-	-	-	-	250,000
W-2850-0001	(4)	New Beaumont Basin Well on Pardee Sundance Site	-	-	2,291,900	559,100	5,541,000	-	8,392,000
W-2850-0006		Re-equip Well 23	-	-	-	-	522,300	589,800	1,112,100
BP-3040-0001		3040 to 3330 Booster Pump Station at Noble Tank	25,300	-	244,100	1,137,200	1,217,300	-	2,598,600
M-3040-0002		Noble Booster Pump and Motor (Spare Pump & Motor)	3,168,700	-	711,400	-	-	-	25,300
T-3040-0001 Tank	(4)	2 MG 3040 Zone Tank	-	-	-	-	-	-	3,880,100
T-3040-0001 PZ Pipeline	(4)	Pressure Zone Pipeline	1,047,800	-	235,100	-	-	-	1,282,900
TM-3040-0001	(2)	Highland Springs Reservoir Recoat & Retrofit	402,200	-	-	-	-	-	402,200
PR-3330-0001		3330 to 3150 Lower Mesa, Noble Regulator	-	-	-	88,100	-	-	88,100
TM-3330-0001		Lower Edgar Reservoir Recoat & Retrofit	402,200	-	-	-	-	-	402,200
PR-3620-0001	(2)	3620 to 3330 Fisher Pressure Regulator	50,300	-	-	-	140,500	-	190,800
BP-HS-0001	(4)	Add 3rd Booster Pump and Fire Pump at HS Hydro pneumatic	-	-	-	-	-	293,200	293,200
WR		Grand Avenue Storm Drain	2,686,700	-	2,861,000	-	-	-	5,547,700
<b>Total Potable Infrastructure Projects</b>			<b>15,253,000</b>	<b>1,569,200</b>	<b>18,636,900</b>	<b>13,430,700</b>	<b>8,460,400</b>	<b>2,268,700</b>	<b>59,618,900</b>



**Beaumont-Cherry Valley Water District  
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Engineering Project #	Footnotes	Capital Improvement Program	Estimated Carry Over 2021 Budget	2022 Budget Request	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	5-Year Budget Total
<b>Potable Pipeline Replacements</b>									
P-2750-0025		Maple Ave., 1st St to 3rd St	-	\$	64,500	268,200	-	-	332,700
P-2750-0035		Allegheny St., 6th to 8th	-	-	-	-	50,300	209,400	259,700
P-2750-0036		Michigan St., 6th to 8th	-	-	96,600	401,900	-	-	498,500
P-2750-0045		7th St., California Ave. to Beaumont Ave.	-	-	-	-	107,300	446,400	553,700
P-2750-0049		10th St., Palm Ave. to Michigan Ave.	-	-	-	-	53,400	222,300	275,700
P-2750-0050		Orange Ave., 8th St to 10th st	-	-	-	-	129,800	540,000	669,800
P-2750-0056	(3)	11th Street, Beaumont Avenue to Elm Avenue	-	275,500	1,145,800	-	-	-	1,421,300
P-2750-0057		Magnolia Ave., 7th to 8th	-	-	-	-	39,200	163,200	202,400
P-2750-0058		Wellwood Ave., B St north to end	-	-	-	-	10,700	44,700	55,400
P-2750-0064	(5)	Antonell Court, Pennsylvania Ave. to Cherry Ave.	-	-	-	-	-	-	-
P-2750-0066		Egan Ave.-Wellwood Ave. Alley, 5th to 8th St	-	-	85,800	356,700	-	-	442,500
P-2750-0067		Elm Ave.- Wellwood Ave. Alley, 7th St. to 5th St.	-	-	36,000	149,900	-	-	185,900
P-2750-0068		Elm Ave., 6th to 7th	-	-	22,700	94,300	-	-	117,000
P-2750-0069	(2)	Egan Ave-California Ave. Alley, 5th to 7th	151,000	-	-	-	-	-	151,000
P-2750-0092	(3)	Michigan Avenue, 5th Street to 6th Street	-	-	-	-	-	-	-
P-2750-0087		Beaumont 5th to 6th (Abandon pipeline)	-	-	-	-	44,500	-	44,500
P-3040-0007		Lincoln St. Cherry Ave to Jonathan Ave	-	-	-	-	95,100	395,500	490,600
P-3040-0010		Jonathan Ave., Brookside Ave. to Dutton St.	-	-	-	-	305,700	1,271,500	1,577,200
P-3040-0023,24,25,26			-	-	-	-	-	-	-
P-3330-0003			-	-	-	-	-	-	-
P-3620-0009	(6)	2020-2021 Replacement Pipelines	-	304,200	1,265,300	-	-	-	1,569,500
P-3040-0023	(6)	Bing Pl	20,700	(20,700)	-	-	-	-	-
P-3040-0024	(6)	Lambert Pl	20,700	(20,700)	-	-	-	-	-
P-3040-0025	(6)	Star Ln, Sky Ln, and View Dr	-	-	-	-	-	-	-
P-3040-0026	(6)	Utica Way, Vineland St to View Dr.	36,700	(36,700)	-	-	-	-	-
P-3040-0027	(6)	Grand Ave., Jonathan Ave. to Bellflower; Cherry Valley Blvd. Bellflower to HS Village 12 in	197,900	-	864,300	-	-	-	1,062,200
P-3330-0003	(6)	Avenida Sonrisa	102,200	(102,200)	-	-	-	-	-
P-3620-0001		"B" Line Upper Edgar to upper end of 20" DIP and from lower end 20" DIP to Balance line and Balance Line in Edgar Canyon	400,900	1,704,000	-	-	-	-	2,104,900
P-3620-0002		"A" Line Upper Edgar to split at Apple Tree Lane Tract	-	-	-	487,000	2,025,500	-	2,512,500
P-3620-0009	(6)	Ave. Miravilla, End of 12-in to Whispering Pines	30,400	(30,400)	-	-	-	-	-
P-3620-0012	(4)	Ave Altejo Bella, Ave Miravilla to end of cul-de-sac	221,700	-	-	-	-	-	221,700
P-3620-0015	(4)	Appletree Ln, B line to Oak Glen Rd	669,500	-	-	-	-	-	669,500
<b>Total Potable Pipeline Replacements</b>			<b>1,851,700</b>	<b>2,140,200</b>	<b>3,892,400</b>	<b>1,758,000</b>	<b>2,861,500</b>	<b>3,293,000</b>	<b>15,796,800</b>



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Engineering Project #	Footnotes	Capital Improvement Program	Estimated Carry Over 2021 Budget	2022 Budget Request	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	5-Year Budget Total
<b>IT Network Infrastructure Projects</b>									
IT-NETW-0006		Workstation Replacement project	(15,900)	33,900	18,000	18,000	18,000	18,000	90,000
IT-NETW-0011	(7)	Server Room Uninterrupted Power Source	-	50,900	-	-	-	-	50,900
IT-NETW-0013		Servers and Related Equipment (4 per year, 3 year life, \$15K per server)	-	60,000	60,000	60,000	60,000	60,000	300,000
		Network Infrastructure and Equipment (Network Switches, Firewall Appliances, SAN Storage, Tape/Backup Storage, Power Capacity)	-	-	-	85,000	-	-	85,000
IT-NETW-0014		<b>Total IT Network Infrastructure Projects</b>	<b>(15,900)</b>	<b>144,800</b>	<b>78,000</b>	<b>163,000</b>	<b>78,000</b>	<b>78,000</b>	<b>525,900</b>
<b>IT SCADA Infrastructure Projects</b>									
IT-SCAD-0002		Wonderware SCADA Phase 2 Project	268,500	-	89,500	-	-	-	358,000
IT-SCAD-0003		Wonderware SCADA Phase 3 Project	153,700	-	51,200	-	-	-	204,900
IT-SCAD-0004		AMR / AMI Deployment Project	648,700	3,345,700	-	-	-	-	3,994,400
IT-SCAD-0005		New Development Meters	187,100	-	457,700	356,000	293,200	378,700	1,672,700
IT-SCAD-0007		Back-End SCADA Software and Equipment	30,000	-	30,000	30,000	30,000	30,000	150,000
		<b>Total IT SCADA Infrastructure Projects</b>	<b>1,288,000</b>	<b>3,345,700</b>	<b>628,400</b>	<b>386,000</b>	<b>323,200</b>	<b>408,700</b>	<b>6,380,000</b>
<b>IT/Field Operations/Administration Projects</b>									
IT-ADMIN-0001		Laser-Fishe Digitized Fileroom Project	-	33,200	33,200	-	-	-	66,400
IT-ADMIN-0002	(1)	Board Room Audio / Video System	115,400	-	-	-	-	-	115,400
IT-ADMIN-0003		Front Office Space Reconfiguration & Furniture Replacement	23,700	-	-	-	-	-	23,700
		<b>Total IT Field Operations/Administration Projects</b>	<b>139,100</b>	<b>33,200</b>	<b>33,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>205,500</b>
<b>Vehicles &amp; Equipment</b>									
VE-TRUK-0002		2018 Ford F150 Reg Cab (Oct, 2017) Unit #34	-	-	-	-	-	26,000	26,000
VE-TRUK-0003		2018 Ford F-150 Reg Cab (Sept, 2018) Unit #35	-	-	-	-	-	-	33,200
VE-TRUK-0004		2018 Ford F250 Reg Cab 4 X 4 (Aug, 2017) Unit #33	-	-	-	33,200	-	-	33,200
VE-TRUK-0005		2018 Ford F250 Reg Cab 4 X 4 (Aug, 2017) Unit #32	-	-	-	38,200	-	-	38,200
VE-TRUK-0006		2018 Ford F-150 Reg Cab (Sept, 2018) Unit #36	-	-	-	-	-	26,000	26,000
VE-TRUK-0007		2018 Ford F-150 Reg Cab (Sept, 2018) Unit #37	-	-	-	-	-	26,000	26,000
VE-TRUK-0010		2018 Ford F-250 Super Cab XL 4x4 (Oct, 2018) Unit #38	-	-	-	-	-	43,600	43,600
VE-TRUK-0012		2008 Ford F450 (Dec, 2008) Unit #5	75,000	-	-	-	-	-	75,000



**Beaumont-Cherry Valley Water District**  
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Engineering Project #	Footnotes	Capital Improvement Program	Estimated Carry Over 2021 Budget	2022 Budget Request	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	5-Year Budget Total
VE-TRUK-0013		2008 Ford F-550 1 Ton Truck w/ 3/4 Ton Dump Bed (Apr, 2009) Unit #12	-	71,000	-	-	-	-	71,000
VE-TRUK-0014		2011 Ford F350 (Jan, 2011) Unit #17 (Appropriately Sized F-450)	-	60,000	-	-	-	-	60,000
VE-TRUK-0015		GIS / Muck Truck (Freightliner Diesel) (May, 2004) Unit #8	-	207,300	-	-	-	-	207,300
VE-TRUK-0016		Chevrolet Colorado 4X4	35,000	-	-	-	-	-	35,000
VE-TRUK-0017		Chevrolet Colorado 4X4 (Recycled Water)	35,000	-	-	-	-	-	35,000
VE-TRUK-0018	(6)	2012 Ford F-350 Super Duty Unit #4 (Appropriately Sized F-450)	-	60,000	-	-	-	-	60,000
VE-HEAV-0002	(6)	2007 John Deere Backhoe 31.05G (Aug, 2009)	-	20,000	-	-	-	-	20,000
VE-HEAV-0003	(6)	Large Trailer for Heavy Equipment Transport	-	19,800	-	-	-	-	19,800
VE-EQIP-0001		Air Compressor (May, 1998)	-	-	-	-	-	-	-
VE-EQIP-0002		Ingersoll Rand Air Compressor (Dec, 2008)	-	-	-	19,800	-	-	19,800
VE-EQIP-0003		Water Buffalo (Feb, 2018)	-	-	-	-	-	10,000	10,000
		<b>Total Vehicles &amp; Equipment</b>	<b>145,000</b>	<b>438,100</b>	-	<b>19,800</b>	<b>71,400</b>	<b>131,600</b>	<b>805,900</b>
		<b>Non-Potable Infrastructure Projects</b>							
NEO-0000-0001		Recycled Water Conversion and Implementation	520,100	171,700	-	-	-	-	691,800
NPR-2600-0001	(8)	2600 to 2400 Non-potable Water Pressure Regulator	-	-	-	-	-	173,400	173,400
NBP-2600-0003		2800 Zone Non-potable Booster at COB Treatment Plant	881,200	-	7,329,600	1,597,100	-	-	9,807,900
NP-2600-0001	(2)	24" San Timoteo Rd, Palmer to Tukwet Canyon	1,177,400	-	1,275,800	1,316,400	1,604,300	-	5,373,900
NP-2600-0002		12" Tukwet Canyon, Champions to SuncaI Tract	-	-	-	-	615,900	-	615,900
NP-2600-0003	(2)	18" Tukwet Canyon, SuncaI Tract to San Timoteo	301,600	-	326,800	337,200	411,000	-	1,376,600
NP-2600-0004	(2)	18" San Timoteo Canyon, Tukwet Canyon to end of Existing NP	392,100	-	424,900	438,400	534,200	-	1,789,600
NP-2600-0017		12" Sun Cal Tract, Oak Valley Pkwy North to Tukwet Canyon Rd.	-	-	1,191,900	-	-	-	1,191,900
NPR-2600-0002		2600 to 2520 Non-potable Water Pressure Regulator	-	-	-	-	-	173,400	173,400
NPR-2600-0002		2600 Zone Non-potable Regulation and Metering Station	-	-	210,500	-	-	251,900	462,400
NT-2600-0001		3 MG 2600 Zone Non-potable Water Tank	-	-	1,083,500	4,506,300	-	-	5,589,800
NWR-2600-0002	(2)	San Timoteo Creek Non-potable Extraction Wells	840,800	-	-	-	969,900	-	1,810,700
NP-2600-0001		24" in Sunny-Cal, Cherry Valley Blvd to Brookside Ave.	-	-	-	-	-	368,800	368,800
NP-2800-0012		30" COB WWTP SITE, from 2600 to 2800 Zone Booster Pump (NPB 2600-0003) to 4th	-	-	274,700	1,142,500	-	-	1,417,200
NP-2800-0014		12" Highland Springs Ave, 2nd St to 1st St	-	-	-	119,500	-	-	119,500



**Beaumont-Cherry Valley Water District**  
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Engineering Project #	Footnotes	Capital Improvement Program	Estimated Carry Over 2021 Budget	2022 Budget Request	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	5-Year Budget Total
NP-2800-0016	(5)	12" Sundance TR, Cougar Way South to Park circle	-	-	-	-	-	-	-
NP-2800-0017	(5)	12" Sundance TR, Park circle to Highland Springs Ave.	-	-	-	-	-	-	-
NP-2800-0018	(5)	8" Sundance TR, Cougar Way South to Park square	-	-	-	-	-	-	-
NP-2800-0019	(9)	8" Sundance TR, Mary lane, Tioga Tr - West	173,200	(173,200)	-	-	-	-	-
NPR-2800-0001	(8)	2800 to 2500 Non-potable Water Pressure Regulator	-	241,300	-	-	-	273,500	514,800
NPT-2800-001		Raw Water Filter System at 2800 PZ Tank	-	-	-	318,300	-	-	318,300
NT-2800-0001		2MG Non-potable 2800 Zone Tank	-	-	-	434,400	4,047,300	-	4,481,700
		<b>Total Non-Potable Infrastructure Projects</b>	<b>4,286,400</b>	<b>239,800</b>	<b>12,117,700</b>	<b>10,210,100</b>	<b>8,182,600</b>	<b>2,241,800</b>	<b>37,278,400</b>
		<b>Total Capital Improvement Program</b>	<b>\$ 22,947,300</b>	<b>\$ 7,911,000</b>	<b>\$ 35,386,600</b>	<b>\$ 25,967,600</b>	<b>\$ 19,977,100</b>	<b>\$ 8,421,800</b>	<b>\$ 120,611,400</b>

**Footnotes**

- (1) Project completed in 2022 with unspent budget remaining
- (2) Project was initially budgeted for 2021 but will not be initiated until 2023 or later
- (3) New project for 2022
- (4) Project is ongoing
- (5) Project complete
- (6) Project is ongoing, all have been reconciled as one project
- (7) Unspent funds from Workstation Replacement project for 2020 were not carried over to 2021, causing the negative carryover for 2021
- (8) Non-Potable Infrastructure Project Recycled Water Conversion and Implementation was originally estimated to cost \$534,000, with a revised estimated cost of \$691,800
- (9) Pipeline Project 8" Sundance TR, Mary lane, Tioga Tr - West, budgeted for 2021, will not be constructed