



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

**NOTICE AND AGENDA  
REGULAR MEETING 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 2021-21*

**Wednesday, December 8, 2021 - 6:00 p.m.**  
**560 Magnolia Avenue, Beaumont, CA 92223**

**COVID-19 NOTICE**

**This meeting of the Board of Directors 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 and the California Department of Public Health Recommendations**

- **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 Board of Directors 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/84318559070?pwd=SXlzMFlZCMGhOYTFIL2tnUGlpU3h0UT09>

*To telephone in, please dial: **(669) 900-9128***

*Enter Meeting ID: **843 1855 9070***

*Enter Passcode: **113552***

*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/regular-board-agendas/>

**Call to Order: President Slawson**

Roll Call - Board of Directors

**Pledge of Allegiance: Director Williams**

**Invocation: President Slawson**

**Teleconference Verification**

**Roll Call**

**Public Comment**

	President Daniel Slawson
	Vice President Lona Williams
	Secretary Andy Ramirez
	Treasurer David Hoffman
	Member John Covington

**PUBLIC COMMENT: RAISE HAND OR PRESS \*9 to request to speak when prompted**

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

**ACTION ITEMS**

*Action may be taken on any item on the agenda. Information on the following items is included in the full Agenda Packet.*

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. **Consent Calendar:** All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and will be enacted in one motion. There will be no discussion of these items prior to the time the Board considers the motion unless members of the Board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar.
  - a) Review of the October 2021 Budget Variance Reports (pages 6 - 10)
  - b) Review of the October 31, 2021 Cash/Investment Balance Report (page 11)
  - c) Review of Check Register for the Month of November 2021 (pages 12 - 30)
  - d) Review of November 2021 Invoices Pending Approval (pages 31 - 32)
  - e) Minutes of the Regular Meeting of November 10, 2021 (pages 33 - 40)
  - f) Minutes of the Regular Meeting of November 22, 2021 (pages 41 - 47)
  - g) Resolution 2021-\_\_ Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same (pages 48 - 50)
  
3. **Recognition of Leadership Academy Graduates**
  
4. **Presentation: Keenan and Associates: CalPERS Breakout Study**

5. **Draft BCVWD Fiscal Year 2022 Operating & Capital Improvement Budget Preliminary Finances and 2021 Carryovers** (pages 51 - 170)
6. **Consideration of Award of Contract for Well 23 – Well and Well Pumping Unit Rehabilitation and Repair and Authorization of Additional Motor Repair or Replacement** (pages 171 - 174)
7. **Resolution 2021-\_\_ Amending Policies and Procedures Manual Part II Section 5: Policy 4025 Board Meetings and Section 6C Director Requests Regarding Addition of Items to Agenda** (pages 175 - 186)
8. **Continued Review of California Drought Conditions, District Urban Water Management Plan Drought Restrictions and BCVWD Resolution 2014-05 Regarding Issuance of Will-Serve Letters and Other Drought Response** (pages 187 - 230)
9. **Status of Local Emergency regarding the Impact of the Respiratory Illness Pandemic COVID-19 pursuant to Resolution 2020-07** (Report due every 21 days) (No written Staff Report)
10. **Status of Declared Local Emergencies related to Fires**
  - a. **Impact of the Apple Fire pursuant to Resolution 2020-17** (No Staff Report)
  - b. **Impact of the El Dorado Fire pursuant to Resolution 2020-20** (No Staff Report)
11. **Reports For Discussion**
  - a. Ad Hoc Committees
    - i. Communications
    - ii. Sites Reservoir
    - iii. Water Re-Use 2x2
  - b. Directors' Reports

*In compliance with Government Code § 53232.3(d), Water Code § 20201, and BCVWD Policies and Procedures Manual Part II Policies 4060 and 4065 directors claiming a per diem and/or expense reimbursement (regardless of pre-approval status) will provide a brief report following attendance.*

    - ACWA Fall Conference – Nov. 30 – Dec. 3 – Directors Covington, Ramirez, Williams, and President Slawson
    - CSDA webinar: The Great Board Chair – Dec. 7, 2021 – Directors Ramirez and Williams, and President Slawson
  - c. Directors' General Comments
  - d. General Manager's Report
  - e. Legal Counsel Report
12. **Action List for Future Meetings**
  - Water supply for BCVWD and the region
  - Matrix for delivery of recycled water
  - Legal Counsel report on changes in Proposition 218
  - Legal update on drought conditions in the west

- Maintenance costs at 800-hp well sites

### 13. Announcements

*Pursuant to the provisions of AB 361, BCVWD Board and Committee meetings may be held via Teleconference only. Meetings listed below will be held both in-person at the BCVWD Administrative Office AND via Zoom teleconference unless otherwise indicated below:*

- Personnel Committee Meeting: Monday, Dec. 20, 2021 at 5:30 p.m.
- Engineering Workshop: Tuesday, Dec. 21, 2021 at 6 p.m. (Note date change due to holiday)
- District offices will be closed Thursday, Dec. 23 in observance of Christmas Day
- District offices will be closed Thursday, Dec. 30 in observance of New Year's Day
- Collaborative Agencies Meeting: Wednesday, Jan. 5, 2022 at 5:30 p.m.  
*In-person or teleconference TBD.*
- Finance and Audit Committee Meeting: Thursday, Jan. 6, 2022 at 3 p.m.  
*Open to the public in the Conference Room at the BCVWD Administration Building*
- Regular Board Meeting: Wednesday, Jan. 12, 2022 at 6 p.m.

### 14. Closed Session

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

### 15. Report on Closed Session

### 16. Consideration and Possible Action Regarding Proposed Changes to Contract, Salary, and / or Fringe Benefits of General Manager

### 17. Adjournment

#### NOTICES

**AVAILABILITY OF AGENDA MATERIALS** - Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Beaumont-Cherry Valley Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection in the District's office, at 560 Magnolia Avenue, Beaumont, California ("District Office"). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available on the District website at the same time as they are distributed to Board Members: 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 Board Meeting, if necessary, after mailings are completed. Interested persons wishing to receive a copy of the set Agenda may pick one up at the District's Main Office, located at 560 Magnolia Avenue, Beaumont, California, up to 72 hours prior to the Board Meeting.

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



## **CERTIFICATION OF POSTING**

A copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Beaumont-Cherry Valley Water District and to its website at least 72 hours in advance of the meeting (Government Code §54954.2(a)).

General Ledger  
Budget Variance Revenue

Beaumont-Cherry Valley Water District

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



User: wclayton  
Printed: 11/24/2021 12:47:22 PM  
Period 10 - 10  
Fiscal Year 2021

Account Number	Description	Budget	Period Amt	End Bal	Variance	% Avail/ Uncollect
<b>50</b>	<b>GENERAL</b>					
01-50-510-419051	Grant Revenue	\$ 642,090.72	\$ -	\$ 306,547.40	\$ 335,543.32	52.26%
	<b>Grant Rev</b>	<b>\$ 642,090.72</b>	<b>\$ -</b>	<b>\$ 306,547.40</b>	<b>\$ 335,543.32</b>	<b>52.26%</b>
01-50-510-490001	Interest Income - Bonita Vista	\$ 1,600.00	\$ 139.55	\$ 777.73	\$ 822.27	51.39%
01-50-510-490011	Interest Income-Fairway Canyon	\$ 46,829.00	\$ -	\$ -	\$ 46,829.00	100.00%
01-50-510-490021	Interest Income - General	\$ 600,000.00	\$ 23,281.44	\$ 148,482.87	\$ 451,517.13	75.25%
	<b>Interest Income</b>	<b>\$ 648,429.00</b>	<b>\$ 23,420.99</b>	<b>\$ 149,260.60</b>	<b>\$ 499,168.40</b>	<b>76.98%</b>
01-50-510-481001	Fac Fees-Wells	\$ 1,496,528.00	\$ 7,956.96	\$ 1,150,196.96	\$ 346,331.04	23.14%
01-50-510-481006	Fac Fees-Water Rights (SWP)	\$ 383,425.00	\$ 5,034.75	\$ 155,709.75	\$ 227,715.25	59.39%
01-50-510-481012	Fac Fees-Water Treatment Plant	\$ 711,933.00	\$ 3,785.31	\$ 547,175.31	\$ 164,757.69	23.14%
01-50-510-481018	Fac Fees-Local Water Resources	\$ 151,805.00	\$ 1,993.35	\$ 61,648.35	\$ 90,156.65	59.39%
01-50-510-481024	Fac Fees-Recycld Wtr Facilities	\$ 1,083,746.00	\$ 5,762.22	\$ 839,475.54	\$ 244,270.46	22.54%
01-50-510-481030	Fac Fees-Transmission (16")	\$ 1,212,064.00	\$ 6,444.48	\$ 931,564.48	\$ 280,499.52	23.14%
01-50-510-481036	Fac Fees-Storage	\$ 1,552,184.00	\$ 8,252.88	\$ 1,192,972.88	\$ 359,211.12	23.14%
01-50-510-481042	Fac Fees-Booster	\$ 107,447.00	\$ 571.29	\$ 82,581.29	\$ 24,865.71	23.14%
01-50-510-481048	Fac Fees-Pressure Reducng Stns	\$ 54,883.00	\$ 291.81	\$ 42,181.81	\$ 12,701.19	23.14%
01-50-510-481054	Fac Fees-Misc Projects	\$ 47,926.00	\$ 254.82	\$ 36,834.82	\$ 11,091.18	23.14%
01-50-510-481060	Fac Fees-Financing Costs	\$ 235,765.00	\$ 1,253.55	\$ 181,400.40	\$ 54,364.60	23.06%
01-50-510-485001	Front Footage Fees	\$ 23,370.00	\$ 20,790.00	\$ 31,990.50	\$ (8,620.50)	-36.89%
	<b>Non-Operating Revenue</b>	<b>\$ 7,061,076.00</b>	<b>\$ 62,391.42</b>	<b>\$ 5,253,732.09</b>	<b>\$ 1,807,343.91</b>	<b>25.60%</b>
01-50-510-410100	Sales	\$ 5,626,822.29	\$ 581,827.33	\$ 4,844,207.36	\$ 782,614.93	13.91%
01-50-510-410151	Agricultural Irrigation Sales	\$ 22,315.78	\$ (93.48)	\$ 19,032.84	\$ 3,282.94	14.71%
01-50-510-410171	Construction Sales	\$ 101,314.47	\$ 4,202.10	\$ 160,223.49	\$ (58,909.02)	-58.14%
01-50-510-413001	Backflow Admin Charges	\$ 45,000.00	\$ 5,511.69	\$ 41,718.47	\$ 3,281.53	7.29%
01-50-510-413011	Fixed Meter Charges	\$ 3,661,780.56	\$ 373,920.54	\$ 3,467,502.76	\$ 194,277.80	5.31%
01-50-510-413021	Meter Fees	\$ 300,000.00	\$ 27,050.00	\$ 413,496.00	\$ (113,496.00)	-37.83%
01-50-510-415001	SGPWA Importation Charges	\$ 3,870,300.00	\$ 402,005.52	\$ 3,495,305.35	\$ 374,994.65	9.69%
01-50-510-415011	SCE Power Charges	\$ 1,816,800.00	\$ 185,487.89	\$ 1,560,246.92	\$ 256,553.08	14.12%
01-50-510-417001	2nd Notice Penalties	\$ 100,000.00	\$ 55.00	\$ 45,680.00	\$ 54,320.00	54.32%
01-50-510-417011	3rd Notice Charges	\$ 50,000.00	\$ (5.00)	\$ 10,270.00	\$ 39,730.00	79.46%
01-50-510-417021	Account Reinstatement Fees	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	100.00%
01-50-510-417031	Lien Processing Fees	\$ 2,000.00	\$ -	\$ 200.00	\$ 1,800.00	90.00%
01-50-510-417041	Credit Check Processing Fees	\$ 9,600.00	\$ 370.00	\$ 8,225.00	\$ 1,375.00	14.32%
01-50-510-417051	Returned Check Fees	\$ 4,000.00	\$ 275.00	\$ 2,300.00	\$ 1,700.00	42.50%
01-50-510-417061	Custmr Damages/Upgrade Charges	\$ 22,000.00	\$ 7,387.37	\$ 24,955.57	\$ (2,955.57)	-13.43%
01-50-510-417071	After Hours Call Out Charges	\$ 600.00	\$ 50.00	\$ 500.00	\$ 100.00	16.67%
01-50-510-417081	Bench Test Fees	\$ 90.00	\$ -	\$ -	\$ 90.00	100.00%
01-50-510-417091	Credit Card Processing Fees	\$ 78,000.00	\$ 4,824.75	\$ 41,785.75	\$ 36,214.25	46.43%
01-50-510-419001	Rebates/Refunds	\$ -	\$ -	\$ 26,437.72	\$ (26,437.72)	0.00%
01-50-510-419011	Development Income	\$ 60,000.00	\$ 14,385.74	\$ 209,249.16	\$ (149,249.16)	-248.75%
01-50-510-419012	Development Income-GIS	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00	100.00%
01-50-510-419031	Well Maintenance Reimbursemnt	\$ 7,500.00	\$ -	\$ 8,768.15	\$ (1,268.15)	-16.91%
01-50-510-419061	Miscellaneous Income	\$ 500.00	\$ 9,601.52	\$ 55,952.01	\$ (55,452.01)	-11090.40%
	<b>Operating Revenue</b>	<b>\$ 16,088,623.10</b>	<b>\$ 1,616,855.97</b>	<b>\$ 14,436,056.55</b>	<b>\$ 1,652,566.55</b>	<b>10.27%</b>
01-50-510-471001	Rent - 12303 Oak Glen	\$ 2,400.00	\$ 200.00	\$ 2,000.00	\$ 400.00	16.67%
01-50-510-471011	Rent - 13695 Oak Glen	\$ 2,400.00	\$ 200.00	\$ 2,000.00	\$ 400.00	16.67%
01-50-510-471021	Rent - 13697 Oak Glen	\$ 2,400.00	\$ 200.00	\$ 2,000.00	\$ 400.00	16.67%
01-50-510-471031	Rent - 9781 Avenida Miravilla	\$ 2,400.00	\$ 200.00	\$ 2,000.00	\$ 400.00	16.67%
01-50-510-471101	Util - 12303 Oak Glen	\$ 4,118.00	\$ 284.32	\$ 3,560.78	\$ 557.22	13.53%
01-50-510-471111	Util - 13695 Oak Glen	\$ 4,000.00	\$ 113.09	\$ 2,893.42	\$ 1,106.58	27.66%
01-50-510-471121	Util - 13697 Oak Glen	\$ 5,000.00	\$ 171.13	\$ 3,934.67	\$ 1,065.33	21.31%
01-50-510-471131	Util - 9781 Avenida Miravilla	\$ 3,600.00	\$ -	\$ 2,820.05	\$ 779.95	21.67%
	<b>Rent/Utilities</b>	<b>\$ 26,318.00</b>	<b>\$ 1,368.54</b>	<b>\$ 21,208.92</b>	<b>\$ 5,109.08</b>	<b>19.41%</b>
<b>Revenue Total</b>		<b>\$ 24,466,536.82</b>	<b>\$ 1,704,036.92</b>	<b>\$ 20,166,805.56</b>	<b>\$ 4,299,731.26</b>	<b>17.57%</b>

General Ledger  
Budget Variance Expense

User: wclayton  
Printed: 11/24/2021 12:48:02 PM  
Period 10 - 10  
Fiscal Year 2021

Beaumont-Cherry Valley Water District

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



Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
<b>10</b>	<b>BOARD OF DIRECTORS</b>						
01-10-110-500101	Board of Directors Fees	\$ 60,200.00	\$ 4,160.00	\$ 52,096.76	\$ 8,103.24	\$ -	13.46%
01-10-110-500115	Social Security	\$ 3,805.00	\$ 257.92	\$ 3,228.96	\$ 576.04	\$ -	15.14%
01-10-110-500120	Medicare	\$ 1,158.00	\$ 60.32	\$ 755.16	\$ 402.84	\$ -	34.79%
01-10-110-500125	Health Insurance	\$ 130,241.40	\$ 1,874.31	\$ 16,868.79	\$ 113,372.61	\$ -	87.05%
01-10-110-500140	Life Insurance	\$ 120.00	\$ (1.18)	\$ 66.90	\$ 53.10	\$ -	44.25%
01-10-110-500143	EAP Program	\$ 360.00	\$ 6.20	\$ 75.95	\$ 284.05	\$ -	78.90%
01-10-110-500145	Workers' Compensation	\$ 521.00	\$ 21.33	\$ 269.04	\$ 251.96	\$ -	48.36%
01-10-110-500175	Training/Education/Mtgs/Travel	\$ 10,000.00	\$ 170.00	\$ 3,012.17	\$ 6,987.83	\$ -	69.88%
	<b>Board of Directors Personnel</b>	<b>\$ 206,405.40</b>	<b>\$ 6,548.90</b>	<b>\$ 76,373.73</b>	<b>\$ 130,031.67</b>	<b>\$ -</b>	<b>63.00%</b>
01-10-110-550042	Supplies-Other	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
	<b>Board of Directors Materials &amp; Supplies</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>100.00%</b>
01-10-110-550012	Election Expenses	\$ 112,500.00	\$ -	\$ 58,043.50	\$ 54,456.50	\$ -	48.41%
01-10-110-550051	Advertising/Legal Notices	\$ 2,400.00	\$ -	\$ 690.00	\$ 1,710.00	\$ -	71.25%
	<b>Board of Directors Services</b>	<b>\$ 114,900.00</b>	<b>\$ -</b>	<b>\$ 58,733.50</b>	<b>\$ 56,166.50</b>	<b>\$ -</b>	<b>48.88%</b>
<b>Expense Total</b>	<b>BOARD OF DIRECTORS</b>	<b>\$ 322,305.40</b>	<b>\$ 6,548.90</b>	<b>\$ 135,107.23</b>	<b>\$ 187,198.17</b>	<b>\$ -</b>	<b>58.08%</b>
<b>20</b>	<b>ENGINEERING</b>						
01-20-210-500105	Labor	\$ 561,698.00	\$ 29,705.32	\$ 309,627.04	\$ 252,070.96	\$ -	44.88%
01-20-210-500115	Social Security	\$ 39,169.00	\$ 1,900.80	\$ 19,667.44	\$ 19,501.56	\$ -	49.79%
01-20-210-500120	Medicare	\$ 9,164.00	\$ 444.52	\$ 4,654.75	\$ 4,509.25	\$ -	49.21%
01-20-210-500125	Health Insurance	\$ 107,328.00	\$ 4,310.28	\$ 39,145.24	\$ 68,182.76	\$ -	63.53%
01-20-210-500140	Life Insurance	\$ 2,736.00	\$ 97.44	\$ 414.96	\$ 2,321.04	\$ -	84.83%
01-20-210-500143	EAP Program	\$ 344.00	\$ 7.75	\$ 77.50	\$ 266.50	\$ -	77.47%
01-20-210-500145	Workers' Compensation	\$ 5,778.00	\$ 191.86	\$ 2,027.25	\$ 3,750.75	\$ -	64.91%
01-20-210-500150	Unemployment Insurance	\$ 19,100.00	\$ -	\$ 885.50	\$ 18,214.50	\$ -	95.36%
01-20-210-500155	Retirement/CalPERS	\$ 90,255.00	\$ 4,243.27	\$ 42,103.88	\$ 48,151.12	\$ -	53.35%
01-20-210-500165	Uniforms & Employee Benefits	\$ 350.00	\$ -	\$ -	\$ 350.00	\$ -	100.00%
01-20-210-500175	Training/Education/Mtgs/Travel	\$ 6,000.00	\$ 446.50	\$ 1,397.68	\$ 4,602.32	\$ -	76.71%
01-20-210-500180	Accrued Sick Leave Expense	\$ 28,816.00	\$ (186.48)	\$ (943.08)	\$ 29,759.08	\$ -	103.27%
01-20-210-500185	Accrued Vacation Leave Expense	\$ 21,282.00	\$ 1,127.70	\$ 10,065.80	\$ 11,216.20	\$ -	52.70%
01-20-210-500187	Accrual Leave Payments	\$ 14,510.00	\$ -	\$ 2,148.00	\$ 12,362.00	\$ -	85.20%
01-20-210-500195	CIP Related Labor	\$ (225,000.00)	\$ (6,464.75)	\$ (40,628.24)	\$ (184,371.76)	\$ -	81.94%
	<b>Engineering Personnel</b>	<b>\$ 681,530.00</b>	<b>\$ 35,824.21</b>	<b>\$ 390,643.72</b>	<b>\$ 290,886.28</b>	<b>\$ -</b>	<b>42.68%</b>
01-20-210-540048	Permits, Fees & Licensing	\$ 2,060.00	\$ -	\$ 25.82	\$ 2,034.18	\$ -	98.75%
	<b>Engineering Materials &amp; Supplies</b>	<b>\$ 2,060.00</b>	<b>\$ -</b>	<b>\$ 25.82</b>	<b>\$ 2,034.18</b>	<b>\$ -</b>	<b>98.75%</b>
01-20-210-540014	Development Reimbursable-GIS	\$ 300,000.00	\$ 36,000.00	\$ 113,270.00	\$ 186,730.00	\$ -	62.24%
01-20-210-550030	Membership Dues	\$ 900.00	\$ -	\$ 300.00	\$ 600.00	\$ -	66.67%
01-20-210-550051	Advertising/Legal Notices	\$ 2,000.00	\$ -	\$ 1,139.50	\$ 860.50	\$ -	43.03%
01-20-210-580031	Outside Engineering	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	\$ -	100.00%
01-20-210-580032	CIP Related Outside Engineering	\$ (41,280.00)	\$ -	\$ -	\$ (41,280.00)	\$ -	100.00%
	<b>Engineering Services</b>	<b>\$ 321,620.00</b>	<b>\$ 36,000.00</b>	<b>\$ 114,709.50</b>	<b>\$ 206,910.50</b>	<b>\$ -</b>	<b>64.33%</b>
<b>Expense Total</b>	<b>ENGINEERING</b>	<b>\$ 1,005,210.00</b>	<b>\$ 71,824.21</b>	<b>\$ 505,379.04</b>	<b>\$ 499,830.96</b>	<b>\$ -</b>	<b>49.72%</b>
<b>30</b>	<b>FINANCE &amp; ADMIN SERVICES</b>						
01-30-310-500105	Labor	\$ 1,175,347.00	\$ 70,574.65	\$ 687,478.32	\$ 487,868.68	\$ -	41.51%
01-30-310-500110	Overtime	\$ 4,614.00	\$ 429.45	\$ 4,459.19	\$ 154.81	\$ -	3.36%
01-30-310-500111	Double Time	\$ 393.00	\$ 345.32	\$ 601.48	\$ (208.48)	\$ -	-53.05%
01-30-310-500115	Social Security	\$ 88,696.00	\$ 4,119.94	\$ 44,212.14	\$ 44,483.86	\$ -	50.15%
01-30-310-500120	Medicare	\$ 20,759.00	\$ 1,291.55	\$ 11,401.77	\$ 9,357.23	\$ -	45.08%
01-30-310-500125	Health Insurance	\$ 268,320.00	\$ 15,757.24	\$ 158,778.10	\$ 109,541.90	\$ -	40.83%
01-30-310-500130	CalPERS Health Admin Costs	\$ 2,500.00	\$ 151.86	\$ 1,465.48	\$ 1,034.52	\$ -	41.38%
01-30-310-500140	Life Insurance	\$ 6,348.00	\$ 158.88	\$ 1,036.44	\$ 5,311.56	\$ -	83.67%
01-30-310-500143	EAP Program	\$ 885.00	\$ 21.70	\$ 190.65	\$ 694.35	\$ -	78.46%
01-30-310-500145	Workers' Compensation	\$ 11,734.00	\$ 426.22	\$ 4,076.91	\$ 7,657.09	\$ -	65.26%
01-30-310-500150	Unemployment Insurance	\$ 40,094.00	\$ -	\$ -	\$ 40,094.00	\$ -	100.00%
01-30-310-500155	Retirement/CalPERS	\$ 211,738.00	\$ 15,091.06	\$ 153,331.85	\$ 58,406.15	\$ -	27.58%
01-30-310-500161	Estim Current Yr OPEB Expense	\$ 151,500.00	\$ -	\$ -	\$ 151,500.00	\$ -	100.00%
01-30-310-500165	Uniforms & Employee Benefits	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-30-310-500175	Training/Education/Mtgs/Travel	\$ 15,000.00	\$ 175.00	\$ 3,560.60	\$ 11,439.40	\$ -	76.26%
01-30-310-500180	Accrued Sick Leave Expense	\$ 57,478.00	\$ 5,874.31	\$ 18,689.53	\$ 38,788.47	\$ -	67.48%
01-30-310-500185	Accrued Vacation Leave Expense	\$ 86,947.00	\$ 4,658.96	\$ 39,890.49	\$ 47,056.51	\$ -	54.12%
01-30-310-500187	Accrual Leave Payments	\$ 93,571.00	\$ 11,781.16	\$ 48,029.47	\$ 45,541.53	\$ -	48.67%
01-30-310-500195	CIP Related Labor	\$ (16,032.00)	\$ -	\$ -	\$ (16,032.00)	\$ -	100.00%
01-30-310-560000	GASB 68 Pension Expense	\$ 167,500.00	\$ -	\$ -	\$ 167,500.00	\$ -	100.00%
01-30-320-500105	Labor	\$ 65,092.00	\$ 4,530.96	\$ 44,521.08	\$ 20,570.92	\$ -	31.60%
01-30-320-500110	Overtime	\$ 2,063.00	\$ 342.47	\$ 2,347.45	\$ (284.45)	\$ -	-13.79%
01-30-320-500111	Double Time	\$ -	\$ 13.84	\$ 313.24	\$ (313.24)	\$ -	0.00%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
01-30-320-500115	Social Security	\$ 5,280.00	\$ 303.04	\$ 3,053.89	\$ 2,226.11	\$ -	42.16%
01-30-320-500120	Medicare	\$ 1,084.00	\$ 70.87	\$ 714.21	\$ 369.79	\$ -	34.11%
01-30-320-500125	Health Insurance	\$ 26,832.00	\$ 1,278.20	\$ 12,782.00	\$ 14,050.00	\$ -	52.36%
01-30-320-500140	Life Insurance	\$ 444.00	\$ 10.20	\$ 69.60	\$ 374.40	\$ -	84.32%
01-30-320-500143	EAP Program	\$ 72.00	\$ 1.55	\$ 15.50	\$ 56.50	\$ -	78.47%
01-30-320-500145	Workers' Compensation	\$ 661.00	\$ 24.46	\$ 249.81	\$ 411.19	\$ -	62.21%
01-30-320-500150	Unemployment Insurance	\$ 2,287.00	\$ -	\$ -	\$ 2,287.00	\$ -	100.00%
01-30-320-500155	Retirement/CalPERS	\$ 11,828.00	\$ 539.92	\$ 4,870.11	\$ 6,957.89	\$ -	58.83%
01-30-320-500165	Uniforms & Employee Benefits	\$ 111.00	\$ -	\$ -	\$ 111.00	\$ -	100.00%
01-30-320-500175	Training/Education/Mtgs/Travel	\$ 9,400.00	\$ 150.00	\$ 210.00	\$ 9,190.00	\$ -	97.77%
01-30-320-500176	District Professional Developm	\$ 29,000.00	\$ -	\$ 100.00	\$ 28,900.00	\$ -	99.66%
01-30-320-500177	Gen Safety Training & Supplies	\$ 28,250.00	\$ 2,633.26	\$ 8,453.26	\$ 19,796.74	\$ -	70.08%
01-30-320-500180	Accrued Sick Leave Expense	\$ 3,106.00	\$ -	\$ 617.87	\$ 2,488.13	\$ -	80.11%
01-30-320-500185	Accrued Vacation Leave Expense	\$ 3,202.00	\$ -	\$ 1,450.46	\$ 1,751.54	\$ -	54.70%
01-30-320-500187	Accrual Leave Payments	\$ 449.00	\$ -	\$ -	\$ 449.00	\$ -	100.00%
01-30-320-550024	Employment Testing	\$ 4,530.00	\$ 488.60	\$ 1,947.08	\$ 2,582.92	\$ -	57.02%
	<b>Finance &amp; Admin Services Personnel</b>	<b>\$ 2,582,083.00</b>	<b>\$ 141,244.67</b>	<b>\$ 1,258,917.98</b>	<b>\$ 1,323,165.02</b>	<b>\$ -</b>	<b>51.24%</b>
01-30-310-550006	Cashiering Shortages/Overages	\$ 50.00	\$ (0.20)	\$ (1.13)	\$ 51.13	\$ -	102.26%
01-30-310-550018	Employee Medical/First Aid	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ -	100.00%
01-30-310-550042	Office Supplies	\$ 10,000.00	\$ 587.11	\$ 7,886.30	\$ 2,113.70	\$ -	21.14%
01-30-310-550046	Office Equipment	\$ 5,000.00	\$ -	\$ 1,623.80	\$ 3,376.20	\$ 387.69	59.77%
01-30-310-550048	Postage	\$ 14,000.00	\$ 232.00	\$ 2,772.38	\$ 11,227.62	\$ -	80.20%
01-30-310-550066	Subscriptions	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
01-30-310-550072	Misc Operating Expenses	\$ 1,000.00	\$ 0.03	\$ 26.77	\$ 973.23	\$ -	97.32%
01-30-310-550078	Bad Debt Expense	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	100.00%
01-30-310-550084	Depreciation	\$ 2,850,000.00	\$ 239,714.97	\$ 2,404,937.62	\$ 445,062.38	\$ -	15.62%
01-30-320-550028	District Certification	\$ 2,550.00	\$ -	\$ 2,337.61	\$ 212.39	\$ -	8.33%
01-30-320-550042	Office Supplies	\$ 2,500.00	\$ -	\$ 1,162.00	\$ 1,338.00	\$ -	53.52%
	<b>Finance &amp; Admin Services Materials &amp; Supplies</b>	<b>\$ 2,912,400.00</b>	<b>\$ 240,533.91</b>	<b>\$ 2,420,745.35</b>	<b>\$ 491,654.65</b>	<b>\$ 387.69</b>	<b>16.87%</b>
01-30-310-500190	Temporary Labor	\$ 65,654.00	\$ 2,776.17	\$ 56,657.24	\$ 8,996.76	\$ -	13.70%
01-30-310-550001	Bank/Financial Service Fees	\$ 20,600.00	\$ 434.05	\$ 5,241.24	\$ 15,358.76	\$ -	74.56%
01-30-310-550008	Transaction/Return Fees	\$ 2,500.00	\$ 56.10	\$ 737.02	\$ 1,762.98	\$ -	70.52%
01-30-310-550010	Transaction/Credit Card Fees	\$ 78,000.00	\$ 8,262.73	\$ 68,746.29	\$ 9,253.71	\$ -	11.86%
01-30-310-550014	Credit Check Fees	\$ 10,300.00	\$ 475.50	\$ 5,035.80	\$ 5,264.20	\$ -	51.11%
01-30-310-550030	Membership Dues	\$ 35,260.00	\$ 2,031.67	\$ 34,289.66	\$ 970.34	\$ -	2.75%
01-30-310-550036	Notary & Lien Fees	\$ 2,060.00	\$ -	\$ 558.00	\$ 1,502.00	\$ -	72.91%
01-30-310-550050	Utility Billing Service	\$ 70,000.00	\$ 5,654.73	\$ 56,187.37	\$ 13,812.63	\$ -	19.73%
01-30-310-550051	Advertising/Legal Notices	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	100.00%
01-30-310-550054	Property, Auto& Gen Liab Insur	\$ 108,000.00	\$ 10,201.07	\$ 88,242.40	\$ 19,757.60	\$ -	18.29%
01-30-310-580001	Accounting & Audit	\$ 36,050.00	\$ -	\$ 35,138.00	\$ 912.00	\$ -	2.53%
01-30-310-580011	General Legal	\$ 143,500.00	\$ 15,869.18	\$ 86,864.47	\$ 56,635.53	\$ -	39.47%
01-30-310-580036	Other Professional Services	\$ 132,200.00	\$ 7,315.00	\$ 75,179.00	\$ 57,021.00	\$ -	43.13%
01-30-320-550025	Employee Retention	\$ 5,000.00	\$ 121.95	\$ 600.57	\$ 4,399.43	\$ -	87.99%
01-30-320-550026	Recruitment Expense	\$ 8,059.00	\$ 495.00	\$ 2,987.00	\$ 5,072.00	\$ -	62.94%
01-30-320-550030	Membership Dues	\$ 1,770.00	\$ -	\$ 1,708.00	\$ 62.00	\$ -	3.50%
01-30-320-550051	Advertising/Legal Notices	\$ 2,485.00	\$ -	\$ 1,105.72	\$ 1,379.28	\$ -	55.50%
01-30-320-580036	Other Professional Services	\$ 92,000.00	\$ 9,132.50	\$ 36,094.50	\$ 55,905.50	\$ -	60.77%
	<b>Finance &amp; Admin Services Services</b>	<b>\$ 817,438.00</b>	<b>\$ 62,825.65</b>	<b>\$ 555,372.28</b>	<b>\$ 262,065.72</b>	<b>\$ -</b>	<b>32.06%</b>
<b>Expense Total</b>	<b>FINANCE &amp; ADMIN SERVICES</b>	<b>\$ 6,311,921.00</b>	<b>\$ 444,604.23</b>	<b>\$ 4,235,035.61</b>	<b>\$ 2,076,885.39</b>	<b>\$ 387.69</b>	<b>32.90%</b>
<b>35</b>	<b>INFORMATION TECHNOLOGY</b>						
01-35-315-500105	Labor	\$ 143,514.00	\$ 10,414.40	\$ 108,700.30	\$ 34,813.70	\$ -	24.26%
01-35-315-500115	Social Security	\$ 11,298.00	\$ 646.18	\$ 7,796.09	\$ 3,501.91	\$ -	31.00%
01-35-315-500120	Medicare	\$ 2,643.00	\$ 151.12	\$ 1,823.24	\$ 819.76	\$ -	31.02%
01-35-315-500125	Health Insurance	\$ 26,832.00	\$ 2,170.69	\$ 21,706.90	\$ 5,125.10	\$ -	19.10%
01-35-315-500140	Life Insurance	\$ 936.00	\$ 12.00	\$ 163.20	\$ 772.80	\$ -	82.56%
01-35-315-500143	EAP Program	\$ 72.00	\$ 1.55	\$ 15.50	\$ 56.50	\$ -	78.47%
01-35-315-500145	Workers' Compensation	\$ 1,476.00	\$ 53.42	\$ 561.96	\$ 914.04	\$ -	61.93%
01-35-315-500150	Unemployment Insurance	\$ 4,880.00	\$ -	\$ -	\$ 4,880.00	\$ -	100.00%
01-35-315-500155	Retirement/CalPERS	\$ 15,804.00	\$ 1,320.51	\$ 12,945.64	\$ 2,858.36	\$ -	18.09%
01-35-315-500175	Training/Education/Mtgs/Travel	\$ 4,120.00	\$ -	\$ 3,239.00	\$ 881.00	\$ -	21.38%
01-35-315-500180	Accrued Sick Leave Expense	\$ 8,270.00	\$ -	\$ -	\$ 8,270.00	\$ -	100.00%
01-35-315-500185	Accrued Vacation Leave Expense	\$ 15,035.00	\$ -	\$ -	\$ 15,035.00	\$ -	100.00%
01-35-315-500187	Accrual Leave Payments	\$ 14,660.00	\$ -	\$ 16,960.51	\$ (2,300.51)	\$ -	-15.69%
01-35-315-500195	CIP Related Labor	\$ (32,875.00)	\$ -	\$ -	\$ (32,875.00)	\$ -	100.00%
	<b>Information Technology Personnel</b>	<b>\$ 216,665.00</b>	<b>\$ 14,769.87</b>	<b>\$ 173,912.34</b>	<b>\$ 42,752.66</b>	<b>\$ -</b>	<b>19.73%</b>
01-35-315-501511	Telephone/Internet Service	\$ 36,668.00	\$ 3,802.29	\$ 33,120.75	\$ 3,547.25	\$ -	9.67%
01-35-315-550044	Printing/Toner & Maint	\$ 19,000.00	\$ 1,610.50	\$ 14,464.70	\$ 4,535.30	\$ -	23.87%
	<b>Information Technology Materials &amp; Supplies</b>	<b>\$ 55,668.00</b>	<b>\$ 5,412.79</b>	<b>\$ 47,585.45</b>	<b>\$ 8,082.55</b>	<b>\$ -</b>	<b>14.52%</b>
01-35-315-550030	Membership Dues	\$ 2,060.00	\$ 130.00	\$ 1,826.00	\$ 234.00	\$ -	11.36%
01-35-315-580016	Computer Hardware	\$ 25,000.00	\$ 124.73	\$ 3,052.32	\$ 21,947.68	\$ 1,872.67	80.30%
01-35-315-580021	IT/Software Support	\$ 5,150.00	\$ -	\$ 3,503.45	\$ 1,646.55	\$ -	31.97%
01-35-315-580026	License/Maintenance/Support	\$ 210,000.00	\$ 7,220.11	\$ 127,064.34	\$ 82,935.66	\$ -	39.49%
	<b>Information Technology Services</b>	<b>\$ 242,210.00</b>	<b>\$ 7,474.84</b>	<b>\$ 135,446.11</b>	<b>\$ 106,763.89</b>	<b>\$ 1,872.67</b>	<b>43.31%</b>

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
<b>Expense Total</b>	<b>INFORTMATION TECHNOLOGY</b>	<b>\$ 514,543.00</b>	<b>\$ 27,657.50</b>	<b>\$ 356,943.90</b>	<b>\$ 157,599.10</b>	<b>\$ 1,872.67</b>	<b>30.26%</b>
<b>40</b>	<b>OPERATIONS</b>						
<b>410</b>	<b>Source of Supply Personnel</b>						
01-40-410-500105	Labor	\$ 483,039.00	\$ 17,963.90	\$ 195,378.82	\$ 287,660.18	\$ -	59.55%
01-40-410-500110	Overtime	\$ 16,292.00	\$ 425.79	\$ 4,705.31	\$ 11,586.69	\$ -	71.12%
01-40-410-500111	Double Time	\$ 6,751.00	\$ -	\$ 2,554.74	\$ 4,196.26	\$ -	62.16%
01-40-410-500113	Standby/On-Call	\$ 12,250.00	\$ 700.00	\$ 7,700.00	\$ 4,550.00	\$ -	37.14%
01-40-410-500115	Social Security	\$ 36,063.00	\$ 1,334.34	\$ 14,510.33	\$ 21,552.67	\$ -	59.76%
01-40-410-500120	Medicare	\$ 8,439.00	\$ 312.08	\$ 3,393.58	\$ 5,045.42	\$ -	59.79%
01-40-410-500125	Health Insurance	\$ 187,824.00	\$ 7,877.35	\$ 78,773.50	\$ 109,050.50	\$ -	58.06%
01-40-410-500140	Life Insurance	\$ 3,252.00	\$ 55.44	\$ 343.80	\$ 2,908.20	\$ -	89.43%
01-40-410-500143	EAP Program	\$ 504.00	\$ 6.20	\$ 62.00	\$ 442.00	\$ -	87.70%
01-40-410-500145	Workers' Compensation	\$ 24,270.00	\$ 576.14	\$ 6,239.94	\$ 18,030.06	\$ -	74.29%
01-40-410-500150	Unemployment Insurance	\$ 57,436.00	\$ -	\$ 9,614.52	\$ 47,821.48	\$ -	83.26%
01-40-410-500155	Retirement/CalPERS	\$ 111,455.00	\$ 5,647.01	\$ 55,937.41	\$ 55,517.59	\$ -	49.81%
01-40-410-500165	Uniforms & Employee Benefits	\$ 4,052.00	\$ -	\$ 1,127.68	\$ 2,924.32	\$ -	72.17%
01-40-410-500175	Training/Education/Mtgs/Travel	\$ 6,000.00	\$ 235.00	\$ 2,946.59	\$ 3,053.41	\$ -	50.89%
01-40-410-500180	Accrued Sick Leave Expense	\$ 22,256.00	\$ 302.95	\$ 8,843.40	\$ 13,412.60	\$ -	60.27%
01-40-410-500185	Accrued Vacation Leave Expense	\$ 31,088.00	\$ 1,884.00	\$ 12,494.11	\$ 18,593.89	\$ -	59.81%
01-40-410-500187	Accrual Leave Payments	\$ 8,586.00	\$ -	\$ -	\$ 8,586.00	\$ -	100.00%
01-40-410-500195	CIP Related Labor	\$ (30,000.00)	\$ -	\$ -	\$ (30,000.00)	\$ -	100.00%
<b>440</b>	<b>Transmission &amp; Distribution Personnel</b>						
01-40-440-500105	Labor	\$ 799,681.00	\$ 47,404.89	\$ 445,683.83	\$ 353,997.17	\$ -	44.27%
01-40-440-500110	Overtime	\$ 58,887.00	\$ 4,452.53	\$ 42,478.88	\$ 16,408.12	\$ -	27.86%
01-40-440-500111	Double Time	\$ 39,117.00	\$ 914.49	\$ 21,949.65	\$ 17,167.35	\$ -	43.89%
01-40-440-500113	Standby/On-Call	\$ 29,250.00	\$ 1,200.00	\$ 13,200.00	\$ 16,050.00	\$ -	54.87%
01-40-440-500115	Social Security	\$ 65,568.00	\$ 3,677.41	\$ 35,169.63	\$ 30,398.37	\$ -	46.36%
01-40-440-500120	Medicare	\$ 15,331.00	\$ 860.03	\$ 8,243.04	\$ 7,087.96	\$ -	46.23%
01-40-440-500125	Health Insurance	\$ 294,316.00	\$ 16,081.47	\$ 144,523.35	\$ 149,792.65	\$ -	50.90%
01-40-440-500140	Life Insurance	\$ 5,366.00	\$ 106.60	\$ 787.00	\$ 4,579.00	\$ -	85.33%
01-40-440-500143	EAP Program	\$ 956.00	\$ 18.29	\$ 178.79	\$ 777.21	\$ -	81.30%
01-40-440-500145	Workers' Compensation	\$ 33,774.00	\$ 1,153.92	\$ 10,946.00	\$ 22,828.00	\$ -	67.59%
01-40-440-500155	Retirement/CalPERS	\$ 184,185.00	\$ 12,025.51	\$ 113,485.39	\$ 70,699.61	\$ -	38.39%
01-40-440-500165	Uniforms & Employee Benefits	\$ 7,000.00	\$ 200.00	\$ 4,761.16	\$ 2,238.84	\$ -	31.98%
01-40-440-500175	Training/Education/Mtgs/Travel	\$ 3,090.00	\$ -	\$ 278.92	\$ 2,811.08	\$ -	90.97%
01-40-440-500177	General Safety Supplies	\$ 6,300.00	\$ 95.89	\$ 1,385.01	\$ 4,914.99	\$ -	78.02%
01-40-440-500180	Accrued Sick Leave Expense	\$ 45,345.00	\$ 3,896.33	\$ 17,086.93	\$ 28,258.07	\$ -	62.32%
01-40-440-500185	Accrued Vacation Leave Expense	\$ 53,352.00	\$ 265.30	\$ 26,871.91	\$ 26,480.09	\$ -	49.63%
01-40-440-500187	Accrual Leave Payments	\$ 20,399.00	\$ 1,225.92	\$ 2,546.20	\$ 17,852.80	\$ -	87.52%
01-40-440-500195	CIP Related Labor	\$ (110,920.00)	\$ -	\$ (608.02)	\$ (110,311.98)	\$ -	99.45%
<b>450</b>	<b>Inspections Personnel</b>						
01-40-450-500105	Labor	\$ 73,976.00	\$ 827.73	\$ 38,656.35	\$ 35,319.65	\$ -	47.74%
01-40-450-500110	Overtime	\$ 28,480.00	\$ -	\$ 12,619.20	\$ 15,860.80	\$ -	55.69%
01-40-450-500111	Double Time	\$ 223.00	\$ -	\$ -	\$ 223.00	\$ -	100.00%
01-40-450-500115	Social Security	\$ 6,384.00	\$ 51.55	\$ 3,189.75	\$ 3,194.25	\$ -	50.04%
01-40-450-500120	Medicare	\$ 1,512.00	\$ 12.06	\$ 746.01	\$ 765.99	\$ -	50.66%
01-40-450-500125	Health Insurance	\$ 27,004.00	\$ 304.73	\$ 13,392.52	\$ 13,611.48	\$ -	50.41%
01-40-450-500140	Life Insurance	\$ 482.00	\$ 1.64	\$ 55.80	\$ 426.20	\$ -	88.42%
01-40-450-500143	EAP Program	\$ 36.00	\$ 0.25	\$ 12.10	\$ 23.90	\$ -	66.39%
01-40-450-500145	Workers' Compensation	\$ 3,187.00	\$ 14.72	\$ 1,221.38	\$ 1,965.62	\$ -	61.68%
01-40-450-500155	Retirement/CalPERS	\$ 15,391.00	\$ 455.06	\$ 8,588.50	\$ 6,802.50	\$ -	44.20%
<b>460</b>	<b>Customer Svc &amp; Meter Reading Personnel</b>						
01-40-460-500105	Labor	\$ 156,027.00	\$ 11,862.33	\$ 125,733.78	\$ 30,293.22	\$ -	19.42%
01-40-460-500110	Overtime	\$ 11,724.00	\$ 22.36	\$ 5,698.39	\$ 6,025.61	\$ -	51.40%
01-40-460-500111	Double Time	\$ 3,933.00	\$ -	\$ 1,724.45	\$ 2,208.55	\$ -	56.15%
01-40-460-500113	Standby/On-Call	\$ 3,250.00	\$ -	\$ -	\$ 3,250.00	\$ -	100.00%
01-40-460-500115	Social Security	\$ 12,721.00	\$ 806.35	\$ 9,676.76	\$ 3,044.24	\$ -	23.93%
01-40-460-500120	Medicare	\$ 2,975.00	\$ 188.60	\$ 2,263.14	\$ 711.86	\$ -	23.93%
01-40-460-500125	Health Insurance	\$ 76,096.00	\$ 5,619.86	\$ 53,928.77	\$ 22,167.23	\$ -	29.13%
01-40-460-500140	Life Insurance	\$ 1,088.00	\$ 23.64	\$ 198.19	\$ 889.81	\$ -	81.78%
01-40-460-500143	EAP Program	\$ 216.00	\$ 4.71	\$ 46.04	\$ 169.96	\$ -	78.69%
01-40-460-500145	Workers' Compensation	\$ 7,987.00	\$ 347.95	\$ 4,116.08	\$ 3,870.92	\$ -	48.47%
01-40-460-500155	Retirement/CalPERS	\$ 46,290.00	\$ 3,724.04	\$ 38,020.90	\$ 8,269.10	\$ -	17.86%
01-40-460-500165	Uniforms & Employee Benefits	\$ 2,100.00	\$ -	\$ 505.95	\$ 1,594.05	\$ -	75.91%
01-40-460-500175	Training/Education/Mtgs/Travel	\$ 412.00	\$ -	\$ 220.00	\$ 192.00	\$ -	46.60%
01-40-460-500180	Accrued Sick Leave Expense	\$ 8,040.00	\$ 550.14	\$ 10,201.57	\$ (2,161.57)	\$ -	-26.89%
01-40-460-500185	Accrued Vacation Leave Expense	\$ 14,918.00	\$ 563.40	\$ 12,537.37	\$ 2,380.63	\$ -	15.96%
01-40-460-500187	Accrual Leave Payments	\$ 13,584.00	\$ -	\$ -	\$ 13,584.00	\$ -	100.00%
01-40-460-500195	CIP Related Labor	\$ (30,839.00)	\$ (3,193.26)	\$ (15,994.40)	\$ (14,844.60)	\$ -	48.14%
<b>470</b>	<b>Maintenance &amp; General Plant Personnel</b>						
01-40-470-500105	Labor	\$ 63,243.00	\$ -	\$ 2,339.92	\$ 60,903.08	\$ -	96.30%
01-40-470-500110	Overtime	\$ 3,081.00	\$ -	\$ -	\$ 3,081.00	\$ -	100.00%
01-40-470-500111	Double Time	\$ 955.00	\$ -	\$ -	\$ 955.00	\$ -	100.00%
01-40-470-500115	Social Security	\$ 4,186.00	\$ -	\$ 145.08	\$ 4,040.92	\$ -	96.53%
01-40-470-500120	Medicare	\$ 982.00	\$ -	\$ 33.93	\$ 948.07	\$ -	96.54%
01-40-470-500125	Health Insurance	\$ 31,956.00	\$ -	\$ 1,591.32	\$ 30,364.68	\$ -	95.02%
01-40-470-500140	Life Insurance	\$ 432.00	\$ -	\$ 5.29	\$ 426.71	\$ -	98.78%
01-40-470-500143	EAP Program	\$ 85.00	\$ -	\$ 1.77	\$ 83.23	\$ -	97.92%
01-40-470-500145	Workers' Compensation	\$ 3,101.00	\$ -	\$ 60.50	\$ 3,040.50	\$ -	98.05%
01-40-470-500155	Retirement/CalPERS	\$ 11,576.00	\$ 89.30	\$ 1,902.93	\$ 9,673.07	\$ -	83.56%
	<b>Operations Personnel</b>	<b>\$ 3,147,348.00</b>	<b>\$ 153,175.94</b>	<b>\$ 1,627,032.74</b>	<b>\$ 1,520,315.26</b>	<b>\$ -</b>	<b>48.30%</b>

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
<b>410</b>	<b>Source of Supply Materials &amp; Supplies</b>						
01-40-410-501101	Electricity - Wells	\$ 2,327,800.00	\$ 53,086.03	\$ 1,858,335.16	\$ 469,464.84	\$ -	20.17%
01-40-410-501201	Gas - Wells	\$ 225.00	\$ 14.79	\$ 149.40	\$ 75.60	\$ -	33.60%
01-40-410-510011	Treatment & Chemicals	\$ 162,000.00	\$ 15,521.50	\$ 155,578.19	\$ 6,421.81	\$ -	3.96%
01-40-410-510021	Lab Testing	\$ 75,000.00	\$ 3,965.85	\$ 45,422.02	\$ 29,577.98	\$ -	39.44%
01-40-410-510031	Small Tools, Parts & Maint	\$ 8,000.00	\$ 197.73	\$ 6,153.94	\$ 1,846.06	\$ -	23.08%
01-40-410-520021	Maint & Rpr-Telemetry Equip	\$ 4,280.00	\$ -	\$ -	\$ 4,280.00	\$ -	100.00%
01-40-410-520061	Maint & Rpr-Pumping Equipment	\$ 100,713.00	\$ 8,752.53	\$ 42,777.66	\$ 57,935.34	\$ 50,260.04	7.62%
01-40-410-550066	Subscriptions	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
<b>440</b>	<b>Transmission &amp; Distribution Materials &amp; Supplies</b>						
01-40-440-510031	Small Tools, Parts & Maint	\$ 13,250.00	\$ 1,663.72	\$ 8,467.26	\$ 4,782.74	\$ -	36.10%
01-40-440-520071	Maint & Rpr-Pipelines&Hydrants	\$ 35,000.00	\$ 10,924.98	\$ 39,721.90	\$ (4,721.90)	\$ -	-13.49%
01-40-440-520081	Maint & Rpr-Pressure Regulatrs	\$ 14,750.00	\$ 9.68	\$ 5,587.17	\$ 9,162.83	\$ -	62.12%
01-40-440-540001	Backflow Program	\$ 4,200.00	\$ -	\$ 3,100.17	\$ 1,099.83	\$ -	26.19%
01-40-440-540024	Inventory Adjustments	\$ 7,452.00	\$ -	\$ 14,741.16	\$ (7,289.16)	\$ -	-97.81%
01-40-440-540036	Line Locates	\$ 3,605.00	\$ 179.95	\$ 2,149.02	\$ 1,455.98	\$ -	40.39%
01-40-440-540042	Meters Maintenance & Services	\$ 88,900.00	\$ 15,631.03	\$ 82,946.80	\$ 5,953.20	\$ 380.25	6.27%
01-40-440-540078	Reservoirs Maintenance	\$ 54,500.00	\$ -	\$ -	\$ 54,500.00	\$ -	100.00%
<b>470</b>	<b>Maintenance &amp; General Plant Materials &amp; Supplies</b>						
01-40-470-501111	Electricity - 560 Magnolia	\$ 35,000.00	\$ -	\$ 19,271.63	\$ 15,728.37	\$ -	44.94%
01-40-470-501121	Electricity - 12303 Oak Glen	\$ 4,000.00	\$ 284.32	\$ 3,560.78	\$ 439.22	\$ -	10.98%
01-40-470-501131	Electricity - 13695 Oak Glen	\$ 2,000.00	\$ 113.09	\$ 1,884.98	\$ 115.02	\$ -	5.75%
01-40-470-501141	Electricity - 13697 Oak Glen	\$ 3,000.00	\$ 171.13	\$ 2,323.31	\$ 676.69	\$ -	22.56%
01-40-470-501151	Elec - 9781 Avenida Miravilla	\$ 2,000.00	\$ -	\$ 1,495.27	\$ 504.73	\$ -	25.24%
01-40-470-501161	Electricity - 815 E. 12th	\$ 6,000.00	\$ -	\$ 5,546.07	\$ 453.93	\$ -	7.57%
01-40-470-501171	Electricity - 851 E. 6th	\$ 4,200.00	\$ 77.69	\$ 2,536.19	\$ 1,663.81	\$ -	39.61%
01-40-470-501321	Propane - 12303 Oak Glen	\$ 118.00	\$ -	\$ -	\$ 118.00	\$ -	100.00%
01-40-470-501331	Propane - 13695 Oak Glen	\$ 2,000.00	\$ -	\$ 946.85	\$ 1,053.15	\$ -	52.66%
01-40-470-501341	Propane - 13697 Oak Glen	\$ 2,000.00	\$ -	\$ 1,611.36	\$ 388.64	\$ -	19.43%
01-40-470-501351	Propane-9781 Avenida Miravilla	\$ 1,600.00	\$ -	\$ 1,155.78	\$ 444.22	\$ -	27.76%
01-40-470-501411	Sanitation - 560 Magnolia	\$ 3,287.00	\$ 286.09	\$ 3,146.80	\$ 140.20	\$ -	4.27%
01-40-470-501461	Sanitation - 815 E. 12th	\$ 5,650.00	\$ 419.79	\$ 4,481.00	\$ 1,169.00	\$ -	20.69%
01-40-470-501471	Sanitation - 11083 Cherry Ave	\$ 3,446.00	\$ 285.83	\$ 2,821.22	\$ 624.78	\$ -	18.13%
01-40-470-501611	Maint & Repair- 560 Magnolia	\$ 26,856.00	\$ 1,297.77	\$ 18,634.49	\$ 8,221.51	\$ -	30.61%
01-40-470-501621	Maint & Repair- 12303 Oak Glen	\$ 4,600.00	\$ -	\$ 1,471.67	\$ 3,128.33	\$ -	68.01%
01-40-470-501631	Maint & Repair- 13695 Oak Glen	\$ 9,000.00	\$ -	\$ 156.34	\$ 8,843.66	\$ -	98.26%
01-40-470-501641	Maint & Repair- 13697 Oak Glen	\$ 4,000.00	\$ -	\$ 805.23	\$ 3,194.77	\$ -	79.87%
01-40-470-501651	Maint & Rpr-9781 Ave Miravilla	\$ 4,000.00	\$ -	\$ 52.80	\$ 3,947.20	\$ -	98.68%
01-40-470-501661	Maint & Repair- 815 E. 12th	\$ 7,115.00	\$ 344.25	\$ 4,893.63	\$ 2,221.37	\$ -	31.22%
01-40-470-501671	Maint & Repair- 851 E. 6th	\$ 3,000.00	\$ 258.38	\$ 2,231.43	\$ 768.57	\$ -	25.62%
01-40-470-501691	Maint & Rpr- Buidlgs (General)	\$ 58,072.00	\$ 108.46	\$ 12,659.02	\$ 45,412.98	\$ -	78.20%
01-40-470-510001	Auto/Fuel	\$ 84,000.00	\$ 14,884.22	\$ 71,873.50	\$ 12,126.50	\$ -	14.44%
01-40-470-520011	Maint & Rpr-Safety Equipment	\$ 17,510.00	\$ 65.14	\$ 3,975.03	\$ 13,534.97	\$ -	77.30%
01-40-470-520031	Maint & Rpr-General Equipment	\$ 47,380.00	\$ 1,210.32	\$ 36,585.69	\$ 10,794.31	\$ -	22.78%
01-40-470-520041	Maint & Rpr-Fleet	\$ 125,500.00	\$ 4,594.62	\$ 60,532.12	\$ 64,967.88	\$ -	51.77%
01-40-470-520051	Maint & Rpr-Paving	\$ 140,000.00	\$ -	\$ 151,515.50	\$ (11,515.50)	\$ -	-8.23%
01-40-470-520091	Maint & Rpr-Communicatn Equip	\$ 6,500.00	\$ -	\$ -	\$ 6,500.00	\$ -	100.00%
	<b>Operations Materials &amp; Supplies</b>	\$ <b>3,514,509.00</b>	\$ <b>134,348.89</b>	\$ <b>2,681,297.54</b>	\$ <b>833,211.46</b>	\$ <b>50,640.29</b>	<b>22.27%</b>
<b>410</b>	<b>Source of Supply Services</b>						
01-40-410-500501	State Project Water Purchases	\$ 3,870,300.00	\$ 250,572.00	\$ 917,301.00	\$ 2,952,999.00	\$ -	76.30%
01-40-410-540084	State Mandates & Tariffs	\$ 100,000.00	\$ 5,082.93	\$ 94,425.13	\$ 5,574.87	\$ -	5.57%
<b>440</b>	<b>Transmission &amp; Distribution Services</b>						
01-40-440-550051	Advertising/Legal Notices	\$ 4,000.00	\$ 448.00	\$ 1,716.00	\$ 2,284.00	\$ -	57.10%
<b>470</b>	<b>Maintenance &amp; General Plant Services</b>						
01-40-470-540030	Landscape Maintenance	\$ 82,000.00	\$ 5,140.50	\$ 51,902.46	\$ 30,097.54	\$ -	36.70%
01-40-470-540072	Rechrg Facs, Cynns&Ponds Maint	\$ 160,000.00	\$ 1,332.48	\$ 33,725.14	\$ 126,274.86	\$ -	78.92%
	<b>Operations Services</b>	\$ <b>4,216,300.00</b>	\$ <b>262,575.91</b>	\$ <b>1,099,069.73</b>	\$ <b>3,117,230.27</b>	\$ -	<b>73.93%</b>
<b>Expense Total</b>	<b>OPERATIONS</b>	\$ <b>10,878,157.00</b>	\$ <b>550,100.74</b>	\$ <b>5,407,400.01</b>	\$ <b>5,470,756.99</b>	\$ <b>50,640.29</b>	<b>49.83%</b>
<b>50</b>	<b>GENERAL</b>						
01-50-510-502001	Rents/Leases	\$ 25,360.00	\$ 2,131.64	\$ 21,086.95	\$ 4,273.05	\$ -	16.85%
01-50-510-510031	Small Tools, Parts & Maint	\$ 515.00	\$ -	\$ 386.13	\$ 128.87	\$ -	25.02%
01-50-510-540066	Property Damages & Theft	\$ 26,827.00	\$ 308.84	\$ 9,290.22	\$ 17,536.78	\$ -	65.37%
01-50-510-550040	General Supplies	\$ 15,279.00	\$ 2,268.86	\$ 7,655.95	\$ 7,623.05	\$ 1,834.28	37.89%
01-50-510-550060	Public Ed./Community Outreach	\$ 98,870.00	\$ 6,313.75	\$ 80,606.40	\$ 18,263.60	\$ -	18.47%
01-50-510-550072	Misc Operating Expenses	\$ 1,030.00	\$ -	\$ -	\$ 1,030.00	\$ -	100.00%
01-50-510-550074	Disaster Preparedness Ongoing Expenses	\$ 15,000.00	\$ -	\$ 3,879.74	\$ 11,120.26	\$ -	74.14%
	<b>General Materials &amp; Supplies</b>	\$ <b>182,881.00</b>	\$ <b>11,023.09</b>	\$ <b>122,905.39</b>	\$ <b>59,975.61</b>	\$ <b>1,834.28</b>	<b>31.79%</b>
01-50-510-550096	Beaumont Basin Watermaster	\$ 50,000.00	\$ 2,820.80	\$ 46,005.10	\$ 3,994.90	\$ -	7.99%
01-50-510-550097	SAWPA Basin Monitoring Program	\$ 19,000.00	\$ 1,940.25	\$ 15,414.96	\$ 3,585.04	\$ -	18.87%
	<b>General Services</b>	\$ <b>69,000.00</b>	\$ <b>4,761.05</b>	\$ <b>61,420.06</b>	\$ <b>7,579.94</b>	\$ -	<b>10.99%</b>
<b>Expense Total</b>	<b>GENERAL</b>	\$ <b>251,881.00</b>	\$ <b>15,784.14</b>	\$ <b>184,325.45</b>	\$ <b>67,555.55</b>	\$ <b>1,834.28</b>	<b>26.09%</b>





**Beaumont-Cherry Valley Water District  
Cash Balance & Investment Report  
As of October 31, 2021**

Account Name	Account Ending #	Cash Balance Per Account	
		Balance	Prior Month Balance
Wells Fargo	General	4152	
		\$6,002,006.08	\$5,362,532.29
	<b>Total Cash</b>	<b>\$ 6,002,006.08</b>	<b>\$ 5,362,532.29</b>

Account Name	Market Value	Prior Month Balance	Actual % of		Maturity	Par Amount	Rate	2021 Interest to Date
			Total	Policy % Limit				
Ca. State Treasurer's Office: Local Agency Investment Fund	\$31,810,460.07	\$31,791,101.63	46%	No Limit	Liquid	N/A	0.20%	\$119,934.79 <sup>(1)</sup>
CalTRUST Short Term Fund	\$36,870,593.04	\$36,903,244.12	54%	No Limit	Liquid	N/A	0.16%	\$72,330.64
<b>Total Investments</b>	<b>\$68,681,053.11</b>	<b>\$68,694,345.75</b>						<b>\$192,265.43</b>
<b>Total Cash &amp; Investments</b>	<b>\$ 74,683,059.19</b>	<b>\$ 74,056,878.04</b>						

The investments above are in accordance with the District's investment policy. *[Signature]* 11/22/2021

BCVWD will be able to meet its cash flow obligations for the next 6 months. *[Signature]* 11/22/2021

(1) 4th Quarter 2020 Interest received in 2021

*[Handwritten mark]*

# Accounts Payable

## Checks by Date - Detail by Check Date

User: wclayton  
 Printed: 11/24/2021 9:44 AM

### Beaumont-Cherry Valley Water District

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



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10087 0-312-444-832	EDD 3rd Qtr SDI Adjustment	10/27/2021		0.03
Total for this ACH Check for Vendor 10087:				0.00	0.03
Total for 10/27/2021:				0.00	0.03
ACH	10085	CalPERS Retirement System	10/28/2021		
	1001971041	PR Batch 00004.10.2021 CalPERS 8% EE Paid			1,841.74
	1001971041	PR Batch 00004.10.2021 CalPERS 7.5% EE PEPRA			3,748.60
	1001971041	PR Batch 00003.10.2021 CalPERS ER PEPRA			23.09
	1001971041	PR Batch 00004.10.2021 CalPERS ER Paid Classic			8,184.62
	1001971041	PR Batch 00004.10.2021 CalPERS ER PEPRA			4,043.47
	1001971041	PR Batch 00002.10.2021 CalPERS ER PEPRA			63.07
	1001971041	PR Batch 00003.10.2021 CalPERS 7.5% EE PEPRA			21.18
	1001971041	PR Batch 00004.10.2021 CalPERS ER PEPRA			21.45
	1001971041	PR Batch 00005.09.2021 CalPERS Payment Adj New EE			60.06
	1001971041	PR Batch 00004.10.2021 CalPERS 7.5% EE PEPRA			23.14
	1001971041	PR Batch 00004.10.2021 CalPERS 1% ER Paid			179.25
	1001971041	PR Batch 00004.10.2021 CalPERS 7% EE Deduction			1,254.86
	1001971041	PR Batch 00003.10.2021 CalPERS ER PEPRA			21.40
	1001971041	PR Batch 00002.10.2021 CalPERS 7.5% EE PEPRA			58.47
	1001971041	PR Batch 00005.09.2021 CalPERS Payment Adj New EE			-60.06
	1001971041	PR Batch 00004.10.2021 CalPERS 8% ER Paid			849.98
	1001971041	PR Batch 00003.10.2021 CalPERS ER PEPRA			22.85
Total for this ACH Check for Vendor 10085:				0.00	20,357.17
ACH	10087	EDD	10/28/2021		
	1-695-305-632	PR Batch 00004.10.2021 CA SDI			3.48
	1-695-305-632	PR Batch 00004.10.2021 CA SDI			1,146.10
	1-695-305-632	PR Batch 00003.10.2021 CA SDI			3.42
	1-695-305-632	PR Batch 00004.10.2021 State Income Tax			4,009.43
Total for this ACH Check for Vendor 10087:				0.00	5,162.43
ACH	10094	U.S. Treasury	10/28/2021		
	270170174798682	PR Batch 00004.10.2021 FICA Employer Portion			6,257.84
	270170174798682	PR Batch 00004.10.2021 FICA Employee Portion			6,257.84
	270170174798682	PR Batch 00004.10.2021 Medicare Employer Portion			1,660.23
	270170174798682	PR Batch 00004.10.2021 FICA Employee Portion			17.98
	270170174798682	PR Batch 00004.10.2021 Medicare Employee Portion			4.21
	270170174798682	PR Batch 00004.10.2021 FICA Employer Portion			17.98
	270170174798682	PR Batch 00004.10.2021 Federal Income Tax			10,729.89
	270170174798682	PR Batch 00003.10.2021 FICA Employer Portion			17.69
	270170174798682	PR Batch 00004.10.2021 PP22 Overpayment			39.04
	270170174798682	PR Batch 00004.10.2021 Medicare Employer Portion			4.21
	270170174798682	PR Batch 00003.10.2021 FICA Employee Portion			17.69
	270170174798682	PR Batch 00004.10.2021 Medicare Employee Portion			4.14
	270170174798682	PR Batch 00004.10.2021 Medicare Employer Portion			4.14
	270170174798682	PR Batch 00004.10.2021 Medicare Employee Portion			1,782.33
Total for this ACH Check for Vendor 10094:				0.00	26,815.21



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10141 37549251 37549251	Ca State Disbursement Unit PR Batch 00004.10.2021 Garnishment PR Batch 00004.10.2021 Garnishment	10/28/2021		200.30 288.46
Total for this ACH Check for Vendor 10141:				0.00	488.76
ACH	10203 VB1450PP22 2021	Voya Financial PR Batch 00004.10.2021 Deferred Comp	10/28/2021		350.00
Total for this ACH Check for Vendor 10203:				0.00	350.00
ACH	10264 1001971039 1001971039 1001971039 1001971039 1001971039 1001971039 1001971039 1001971039	CalPERs Supplemental Income Plans PR Batch 00004.10.2021 ROTH % Deduction PR Batch 00004.10.2021 CalPERS 457 PR Batch 00004.10.2021 CalPERS 457 % PR Batch 00004.10.2021 457 Adjustment PR Batch 00004.10.2021 CalPERS 457 % PR Batch 00004.10.2021 457 Loan Repayment PR Batch 00004.10.2021 100% Contribution PR Batch 00004.10.2021 ROTH-Post-Tax	10/28/2021		57.93 1,086.00 72.67 4,486.02 2.90 357.79 240.11 25.00
Total for this ACH Check for Vendor 10264:				0.00	6,328.42
ACH	10895 26693623	Basic Pacific PR Batch 00004.10.2021 Flexible Spending Account (PT)	10/28/2021		197.91
Total for this ACH Check for Vendor 10895:				0.00	197.91
ACH	10984 1635279121762	MidAmerica Administrative & Retirement Solutions PR Batch 00004.10.2021 401(a) Deferred Comp	10/28/2021		2,348.58
Total for this ACH Check for Vendor 10984:				0.00	2,348.58
11990	UB*04451	Barnard Construction Refund Check 055547-000, 0 Oakview & Parkview Refund Check 055547-000, 0 Oakview & Parkview Refund Check 055547-000, 0 Oakview & Parkview Refund Check 055547-000, 0 Oakview & Parkview	10/28/2021		505.16 288.66 128.29 101.15
Total for Check Number 11990:				0.00	1,023.26
11991	UB*04454	Barnard Construction Company Inc Refund Check 056288-000, 0 3rd St & Maple Ave	10/28/2021		1,941.67
Total for Check Number 11991:				0.00	1,941.67
11992	UB*04372 10272021	Donna Bentley Reissue Refund Check 029959-000, 10780 Fairview Dr	10/28/2021		36.18
Total for Check Number 11992:				0.00	36.18
11993	UB*04390 10272021	Jamie Brower Reissue Refund Check 006116-001, 404 Goodrich Rock	10/28/2021		97.74
Total for Check Number 11993:				0.00	97.74
11994	UB*04453	Yolanda Canedo Refund Check 037707-000, 848 Annandale Rd Refund Check 037707-000, 848 Annandale Rd Refund Check 037707-000, 848 Annandale Rd Refund Check 037707-000, 848 Annandale Rd	10/28/2021		9.37 24.58 4.49 9.50
Total for Check Number 11994:				0.00	47.94

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
11995	UB*04456	Hpd Noble Creek Lp Refund Check 019869-011, 789 Xenia Ave Refund Check 019869-011, 789 Xenia Ave Refund Check 019869-011, 789 Xenia Ave Refund Check 019869-011, 789 Xenia Ave	10/28/2021		270.54 10.90 3.20 7.20
Total for Check Number 11995:				0.00	291.84
11996	UB*04457	Hpd Noble Creek Lp Refund Check 019869-015, 771 Xenia Ave Refund Check 019869-015, 771 Xenia Ave Refund Check 019869-015, 771 Xenia Ave Refund Check 019869-015, 771 Xenia Ave	10/28/2021		1,251.90 0.64 2.18 1.44
Total for Check Number 11996:				0.00	1,256.16
11997	UB*04458	Hpd Noble Creek Lp Refund Check 019869-013, 779 Xenia Ave Refund Check 019869-013, 779 Xenia Ave Refund Check 019869-013, 779 Xenia Ave	10/28/2021		4.54 3.81 12.99
Total for Check Number 11997:				0.00	21.34
11998	UB*04459	Hpd Noble Creek Lp Refund Check 019869-012, 783 Xenia Ave	10/28/2021		4.30
Total for Check Number 11998:				0.00	4.30
11999	UB*04460	Hpd Noble Creek Lp Refund Check 019869-019, 709 Xenia Ave	10/28/2021		0.04
Total for Check Number 11999:				0.00	0.04
12000	UB*04461	Hpd Noble Creek Lp Refund Check 019869-023, 701 Xenia Ave	10/28/2021		877.02
Total for Check Number 12000:				0.00	877.02
12001	UB*04462	Hpd Noble Creek Lp Refund Check 019869-010, 795 Xenia Ave	10/28/2021		412.82
Total for Check Number 12001:				0.00	412.82
12002	UB*04450	Otman Mouden Refund Check 057036-000, 1327 Black Diamond Dr	10/28/2021		71.12
Total for Check Number 12002:				0.00	71.12
12003	UB*04358 10272021	Michelle Restle Reissue Refund Check 053055-000, 227 W 9th St	10/28/2021		119.69
Total for Check Number 12003:				0.00	119.69
12004	UB*04455	Pete Sciarra Refund Check 047980-000, 1491 Playa St Refund Check 047980-000, 1491 Playa St Refund Check 047980-000, 1491 Playa St Refund Check 047980-000, 1491 Playa St Refund Check 047980-000, 1491 Playa St	10/28/2021		7.77 5.90 6.53 13.29 276.53
Total for Check Number 12004:				0.00	310.02

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12005	UB*04452	Kristen Tucker Refund Check 053135-000, 1395 Alpine Ave Refund Check 053135-000, 1395 Alpine Ave Refund Check 053135-000, 1395 Alpine Ave Refund Check 053135-000, 1395 Alpine Ave	10/28/2021		15.48 113.73 33.13 33.59
Total for Check Number 12005:				0.00	195.93
12006	10792 11012021	A-1 Financial Services November 2021 Rent - 851 E. 6th St Eng Office	10/28/2021		2,131.64
Total for Check Number 12006:				0.00	2,131.64
12007	10718 8719 8719	Airwave Communication ENT Digital Radio Repeater - ACWA Risk Management Grant Digital Radio Repeater	10/28/2021		10,000.00 2,406.75
Total for Check Number 12007:				0.00	12,406.75
12008	10893 81219	Anthem Blue Cross EAP EAP November 2021	10/28/2021		68.20
Total for Check Number 12008:				0.00	68.20
12009	10855 1457369	Badger Meter, Inc M170 2" Fire Meter w/Test - AMR	10/28/2021		2,155.59
Total for Check Number 12009:				0.00	2,155.59
12010	10305 B-234 B-234	Beaumont Basin Watermaster Legal Expenses Task Order No 26 - Storage Account Issues	10/28/2021		1,480.80 1,340.00
Total for Check Number 12010:				0.00	2,820.80
12011	10557 12387	Beaumont Copy & Graphics Business Cards - K Manini	10/28/2021		37.06
Total for Check Number 12011:				0.00	37.06
12012	10179 1015-254	Brian's Live Bee Removal Removal of Bee Hive from Valve Box	10/28/2021		150.00
Total for Check Number 12012:				0.00	150.00
12013	10774 888308 888310	Jesus Camacho (20) Truck Washes Sept 2021 (19) Truck Washes Sept 2021	10/28/2021		215.00 200.00
Total for Check Number 12013:				0.00	415.00
12014	10822 27516683 27516683 27516683 27516683 27516684 27516684	Canon Financial Services, Inc Meter Usage - 09/01-09/30/2021 Contract Charge - 10/01-10/31/2021 - 851 E 6th St Contract Charge - 10/01-10/31/2021 - 560 Magnolia Meter Usage - 09/01-09/30/2021 Contract Charge - 10/01-10/31/2021 - 12th/Palm Meter Usage - 09/01-09/30/2021	10/28/2021		642.87 238.56 329.33 92.06 235.78 71.90
Total for Check Number 12014:				0.00	1,610.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12015	10614	Cherry Valley Automotive	10/28/2021		
	35522	Oil/Oil Filter - Unit 1/OD 61,537			19.98
	35522	Labor - Oil/Oil Filter - Unit 1/OD 61,537			20.00
	35534	(4) Tires/Valve Stems - Unit 1/OD 61,538			436.47
	35534	Labor - (4) Tires/Valve Stems - Unit 1/OD 61,538			160.00
Total for Check Number 12015:				0.00	636.45
12016	10016	City of Beaumont	10/28/2021		
	EP2021-0927	EP0927 - 11th St and Edgar Ave			800.50
	EP2021-1014	EP1014 - 214 E 11th St			800.50
	EP2021-1015	EP1015 - 11th St and Euclid Ave			1,110.37
	EP2021-1024	EP1024 - 736 American Ave			645.56
Total for Check Number 12016:				0.00	3,356.93
12017	10942	Diamond Environmental Services LP	10/28/2021		
	0003536132	(1) Rental and Service Portable Restroom - 10/25-11/21/2021			93.76
	0003536133	(2) Rental and Service Handicap Restroom - 10/25-11/21/2021			238.55
Total for Check Number 12017:				0.00	332.31
12018	10929	IC Systems	10/28/2021		
	1055	(96) 60lb Buckets of Accu-Tab Chlorine Tablets			14,524.00
Total for Check Number 12018:				0.00	14,524.00
12019	10995	Infinity Recycling & Materials Inc	10/28/2021		
	18818	Class II Base - Districtwide Repairs			491.12
	18818	Class II Base - Districtwide Repairs			491.11
Total for Check Number 12019:				0.00	982.23
12020	10809	Inner-City Auto Repair & Tires	10/28/2021		
	2288	Labor - Battery/Idle Air Control Motor - Unit 13/OD 167,019			112.50
	2288	Battery/Idle Air Control Motor - Unit 13/OD 167,019			417.38
Total for Check Number 12020:				0.00	529.88
12021	10026	McCrometer Inc	10/28/2021		
	555776 RI	New Propeller for Well 24 Flow Meter			295.80
Total for Check Number 12021:				0.00	295.80
12022	10103	Merlin Johnson Construction Inc	10/28/2021		
	061644	Antonell Pipeline Replacement Contract			105,065.25
	061644	Antonell Pipeline Replacement Contract - Change Order 1			41,783.85
Total for Check Number 12022:				0.00	146,849.10
12023	10223	Richards, Watson & Gershon	10/28/2021		
	233476	Legal Services August Board Approval 10/13/2021			5,943.18
	233477	Legal Services August Board Approval 10/13/2021			4,856.00
Total for Check Number 12023:				0.00	10,799.18
12024	10527	Robert Half Talent Solutions	10/28/2021		
	58681073	Customer Service Temp - 10/18-10/21/2021			1,317.81
Total for Check Number 12024:				0.00	1,317.81
12025	10602	Dustin Smith	10/28/2021		
	OP#45987	Reimbursement for D4 Test and Certification - OP # 45987			235.00
Total for Check Number 12025:				0.00	235.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12026	10431 34681	Southern California West Coast Electric Shorted Motor Winding Repair - Well 10	10/28/2021		220.00
Total for Check Number 12026:				0.00	220.00
12027	10778 6785	Urban Habitat Landscape Contract Service - October 2021	10/28/2021		5,140.50
Total for Check Number 12027:				0.00	5,140.50
12028	10421 73098311 73098311	Vulcan Materials Company Temp Asphalt Meters Maint & Services Temp Asphalt Maint Pipelines & Hydrants	10/28/2021		932.45 932.47
Total for Check Number 12028:				0.00	1,864.92
12029	10385 5556609 5556924 5556925	Waterline Technologies, Inc. - PSOC New LMI Chemical Feed Pump for District Wells Chlorine - Well 29 Chlorine - Well 25	10/28/2021		1,444.29 997.50 1,130.50
Total for Check Number 12029:				0.00	3,572.29
Total for 10/28/2021:				0.00	281,207.49
ACH	10030 700359906319Oct 700359906319Oct 700359906319Oct	Southern California Edison Electricity 09/22-10/21/2021 - 12303 Oak Glen Rd Electricity 09/22-10/21/2021 - 13697 Oak Glen Rd Electricity 09/22-10/21/2021 - 13695 Oak Glen Rd	11/01/2021		284.32 171.13 113.09
Total for this ACH Check for Vendor 10030:				0.00	568.54
ACH	10138 HW201 Oct 2021	ARCO Business Solutions ARCO Fuel Charges 10/19-10/25/2021	11/01/2021	VOID 1,507.11	
Total for this ACH Check for Vendor 10138:				1,507.11	0.00
Total for 11/1/2021:				1,507.11	568.54
ACH	10138 HW201 Oct 2021	ARCO Business Solutions ARCO Fuel Charges 10/26-11/01/2021	11/08/2021		3,876.27
Total for this ACH Check for Vendor 10138:				0.00	3,876.27
Total for 11/8/2021:				0.00	3,876.27
ACH	10085 100000016579296 100000016579296 100000016579296 100000016579296 100000016579296 100000016579296 100000016579296	CalPERS Retirement System PR Batch 00001.11.2021 CalPERS 8% EE Paid PR Batch 00001.11.2021 CalPERS ER Paid Classic PR Batch 00001.11.2021 CalPERS ER PEPRA PR Batch 00001.11.2021 CalPERS 8% ER Paid PR Batch 00001.11.2021 CalPERS 7% EE Deduction PR Batch 00001.11.2021 CalPERS 7.5% EE PEPRA PR Batch 00001.11.2021 CalPERS 1% ER Paid	11/10/2021		1,828.06 8,136.19 3,818.66 849.98 1,245.47 3,540.17 177.91
Total for this ACH Check for Vendor 10085:				0.00	19,596.44

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10087 0-451-207-072 0-451-207-072 0-451-207-072 1-717-755-808	EDD PR Batch 00001.11.2021 SDI correction PR Batch 00001.11.2021 CA SDI PR Batch 00001.11.2021 State Income Tax 3rd Qtr Unemployment Benefits	11/10/2021		0.11 1,081.38 4,140.58 450.00
Total for this ACH Check for Vendor 10087:				0.00	5,672.07
ACH	10094 270171405711093 270171405711093 270171405711093 270171405711093 270171405711093 270171405711093	U.S. Treasury PR Batch 00001.11.2021 FICA Employer Portion PR Batch 00001.11.2021 Federal Income Tax PR Batch 00001.11.2021 Medicare Employer Portion PR Batch 00001.11.2021 Medicare Employee Portion PR Batch 00001.11.2021 PP22 Correction PR Batch 00001.11.2021 FICA Employee Portion	11/10/2021		6,197.71 10,998.75 1,580.75 1,662.26 -39.04 6,197.71
Total for this ACH Check for Vendor 10094:				0.00	26,598.14
ACH	10141 37698902 37698902	Ca State Disbursement Unit PR Batch 00001.11.2021 Garnishment PR Batch 00001.11.2021 Garnishment	11/10/2021		200.30 288.46
Total for this ACH Check for Vendor 10141:				0.00	488.76
ACH	10203 1450-001PP23 21	Voya Financial PR Batch 00001.11.2021 Deferred Comp	11/10/2021		350.00
Total for this ACH Check for Vendor 10203:				0.00	350.00
ACH	10264 100000016606913 100000016606913 100000016606913 100000016606913 100000016606913 100000016606913 100000016606913	CalPERS Supplemental Income Plans PR Batch 00001.11.2021 457 Catch-Up PR Batch 00001.11.2021 ROTH % Deduction PR Batch 00001.11.2021 457 Loan Repayment PR Batch 00001.11.2021 ROTH-Post-Tax PR Batch 00001.11.2021 CalPERS 457 PR Batch 00001.11.2021 CalPERS 457 % PR Batch 00001.11.2021 100% Contribution	11/10/2021		417.49 55.34 357.79 25.00 375.00 71.48 240.11
Total for this ACH Check for Vendor 10264:				0.00	1,542.21
ACH	10895 26899400	Basic Pacific PR Batch 00001.11.2021 Flexible Spending Account (PT)	11/10/2021		281.25
Total for this ACH Check for Vendor 10895:				0.00	281.25
ACH	10984 1636416814901	MidAmerica Administrative & Retirement Solutions PR Batch 00001.11.2021 401(a) Deferred Comp	11/10/2021		2,348.58
Total for this ACH Check for Vendor 10984:				0.00	2,348.58
ACH	10288 1001966439 1001966439 1001966439 1001966439	CalPERS Health Fiscal Services Division Active Employees Health Ins Nov 2021 Admin Fee for Health Ins Nov 2021 Admin Fee for Retired Emp Health Ins Nov 2021 Retired Employees Health Ins Nov 2021	11/10/2021		53,934.45 134.84 10.32 1,896.00
Total for this ACH Check for Vendor 10288:				0.00	55,975.61
ACH	10894 1511360	Liberty Dental Plan Liberty Dental - Nov 2021	11/10/2021	VOID 318.44	
Total for this ACH Check for Vendor 10894:				318.44	0.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10901	Ameritas Life Insurance Corp.	11/10/2021		
	10012021 Dental	Ameritas Dental October 2021			149.52
	10012021 Vision	Ameritas Vision October 2021			26.24
	11012021 Dental	Ameritas Dental November 2021			1,848.96
	11012021 Vision	Ameritas Vision November 2021			441.92
Total for this ACH Check for Vendor 10901:				0.00	2,466.64
ACH	10902	Colonial Life	11/10/2021		
	53743681013737	Col Life Premiums October 2021			3,479.94
Total for this ACH Check for Vendor 10902:				0.00	3,479.94
ACH	10903	The Lincoln National Life Insurance Company	11/10/2021		
	4316966778	Life & ADD Credit Due Term EE			17.27
	4316966778	Life & ADD EE/ER Insurance Nov 2021			395.75
Total for this ACH Check for Vendor 10903:				0.00	413.02
1956	10480	Yolanda or Ruben Rodriguez	11/10/2021		
	11082021	Lincoln Life Insurance Refund 2020			3.01
Total for Check Number 1956:				0.00	3.01
1957	10352	Aaron Couch	11/10/2021		
	11082021	Lincoln Life Insurance Refund 2020			1.44
Total for Check Number 1957:				0.00	1.44
1958	10756	Cole Nyberg	11/10/2021		
	11082021	Lincoln Life Insurance Refund 2020			0.96
Total for Check Number 1958:				0.00	0.96
1959	10765	Brian Ortega	11/10/2021		
	11082021	Jan-Mar 2021 Vision Insurance Refund			53.64
	11082021	Lincoln Life Insurance Refund 2020			6.39
Total for Check Number 1959:				0.00	60.03
12030	UB*04463	Allan Mcnew	11/10/2021		
		Refund Check 027384-000, 10200 Taylor Dr			22.95
		Refund Check 027384-000, 10200 Taylor Dr			338.07
		Refund Check 027384-000, 10200 Taylor Dr			56.95
		Refund Check 027384-000, 10200 Taylor Dr			150.25
		Refund Check 027384-000, 10200 Taylor Dr			585.22
		Refund Check 027384-000, 10200 Taylor Dr			31.65
Total for Check Number 12030:				0.00	1,185.09
12031	10001	Action True Value Hardware	11/10/2021		
	5203	Batteries - Edgar Canyon Cameras			6.24
	5203	Electric Tape - Repair Line Locator			5.47
	5203	All Purpose Cleaner - Fleet			4.84
	5203	Spray Paint - Hydrant Painting			29.57
	5203	Concrete Anchors/Paint Marker - Unit 17			14.80
	5203	Galvanized Nipples - AMR Project			33.38
Total for Check Number 12031:				0.00	94.30
12032	10003	All Purpose Rental	11/10/2021		
	46543	Blade - Cutoff Saw			14.98
Total for Check Number 12032:				0.00	14.98

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12033	10144	Alsco Inc	11/10/2021		
	LYUM1578266	Cleaning 5 Mats & Shop Towels 12th/Palm Oct 2021			33.65
	LYUM1578267	Cleaning 4 Office Mats 560 Magnolia Oct 2021			45.32
	LYUM1581724	Cleaning 5 Mats & Shop Towels 12th/Palm Oct 2021			35.60
	LYUM1581725	Cleaning 4 Office Mats 560 Magnolia Oct 2021			45.32
Total for Check Number 12033:				0.00	159.89
12034	10420	Amazon Capital Services, Inc.	11/10/2021		
	INGD-XJ4N-FHHD	iPad Chargers - Field Staff			80.13
Total for Check Number 12034:				0.00	80.13
12035	10695	B-81 Paving Inc	11/10/2021		
	21122	Paving Contractor - Antonell Ct Pipeline Replacement Project			16,020.00
	21125	Paving Contractor - Antonell Ct Pipeline Replacement Project			26,448.00
	21126	(2) Mainline Leak Repairs			14,749.50
Total for Check Number 12035:				0.00	57,217.50
12036	10272	Babcock Laboratories Inc	11/10/2021		
	10312021	Credit Memo for Sept Work Order C112476			-82.95
	10312021	(2) Uranium Samples			199.50
	10312021	(4) Radium Samples			936.60
	10312021	(62) Coliform Water Samples			2,734.20
	10312021	(4) Nitrate Samples			67.20
	10312021	(2) Gross Alpha Radioactivity Samples			111.30
Total for Check Number 12036:				0.00	3,965.85
12037	10855	Badger Meter, Inc	11/10/2021		
	1467296	MLP 5/8" Meter HRE 8 Encoder W/ITRON ILC - AMR			135,920.16
	1467757	1" Encoder W/ITRON ILC - AMR			51,289.00
Total for Check Number 12037:				0.00	187,209.16
12038	10271	Beaumont Ace Home Center	11/10/2021		
	10312021	Hose Mender - Unit 17			7.10
	10312021	Shop Towels - Unit 17			34.46
	10312021	Collar/Pillow Block/ Pulley - Well 21 Swamp Cooler			44.79
	10312021	Lumber - Air Vac Repair/Oak View Dr			4.41
	10312021	Hose Mender/Kneeling Mat - 12th/Palm			47.39
	10312021	Paint/Paint Brushes - Hydrant Painting			62.94
	10312021	Hammer/Pail - Unit 17			51.70
	10312021	Reflective Tape - 4th St Pressure Regulator			9.68
	10312021	Collar/Pillow Block/ Pulley - Well 21 Swamp Cooler - Return			-38.00
	10312021	Drain Pipe Kit/Pulley - Well 21			24.01
	10312021	Scraper - Unit 17			9.26
	10312021	Sprinkler - Well 26 Landscape			31.24
	10312021	PVC Union/Elbow/Nipple/Washers - Well 24 Eyewash Station			17.72
	10312021	Fire Extinguisher - Unit 5			95.89
	10312021	PVC Union/Adapter/Coupling/Washers/Nuts/Bolts - Well 25 Chlorina			20.69
	10312021	Safety Gloves/Face Shield - Field Staff			44.14
	10312021	Utility Pump - Unit 36			38.79
	10312021	Clamp - Well 25 Chlorinator			6.43
	10312021	Concrete Anchors - Air Vac Repair			5.13
	10312021	Tape - Meter Room Stock			70.65
	10312021	Cat Litter - Motor Oil Spill at Well 25			8.61
	10312021	Galv Nipple/Pipe - Service Repair			41.24
	10312021	Telescoping Mirror - Unit 17			4.30
	10312021	Gear Puller/Pillow Block/Collar/Sprinkler - Well 21			80.77
	10312021	Fitting - NCRF Pump			1.61
	10312021	Batteries - Edgar Canyon Cameras			17.23
	10312021	Sawsall Blades - Unit 17			32.31
	10312021	Hose Nozzles/Hose - Production Staff			48.46
	10312021	Swamp Cooler Pads - Well 21			31.64
	10312021	Safety Gloves - Field Staff			21.00
Total for Check Number 12038:				0.00	875.59





Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	S1049931.001	Nuts and Bolts Hydrant B.O. 6			300.94
	S1049931.001	Meter Box Plastic Flush Cover #1015			1,327.29
	S1049931.001	Saddle 600 - 663 X 1 DS			1,107.79
	S1049931.002	Nuts and Bolts Hydrant Solid 6			78.15
	S1049931.002	Meter Box Plastic Flush Cover #1320			2,632.43
	S1049931.002	Meter Box Plastic Flush Cover #1015			331.81
	S1049931.003	Full Circle 595 - 635 X 07			432.88
	S1049931.003	1 x 520 Roll of Teflon Tape			897.56
	S1049931.003	Full Circle 660 - 700 X 12			173.06
	S1049931.003	Full Circle 860 - 900 X 12			203.44
	S1049931.003	Full Circle 400 - 425 X 07			616.25
	S1049931.003	Full Circle 660 - 700 X 07			216.43
	S1049931.003	Curb Stop Lockwing FIP X FIP 1			392.70
	S1049931.003	2 Hytech Bug Screen Mesh Male			129.71
	S1049939.001	3/4 x 1/16 Neoprene Mtr Gaskets			448.52
	S1049939.001	3/4 x 1/8 Neoprene Mtr Gaskets			220.28
	S1049939.001	1 x 1/8 Neoprene Mtr Gaskets			405.67
	S1049939.001	1 x 1/16 Neoprene Mtr Gaskets			411.70
	S1049939.002	1 x 1/8 Neoprene Mtr Gaskets			1,600.63
	S1049939.002	1 x 1/16 Neoprene Mtr Gaskets			1,594.61
	S1049939.002	3/4 x 1/16 Neoprene Mtr Gaskets			1,029.80
	S1049939.002	3/4 x 1/8 Neoprene Mtr Gaskets			887.00
	S1049942.001	1 MIL. UP509 Brass Swing Check Valve			8,783.36
	S1049942.001	Nipple Brass 1 X Close			925.54
	S1049942.001	Nipple Brass 1 X 06			2,808.65
	S1049942.001	1 x 5 U Branch			6,044.26
	S1049942.002	Nipple Brass 1 X 06			129.27
	S1049942.003	1 MIL. UP509 Brass Swing Check Valve			3,929.40
	S1049943.001	1 x 5 U Branch			805.91
	S1049943.001	Nipple Brass 1 X Close			436.85
	S1049943.002	1 x 5 U Branch			564.13
	S1049943.003	Nipple Brass 1 X Close			488.68
	S1049943.003	Nipple Brass 1 X 06			2,937.92
	S1049943.004	1 MIL. UP509 Brass Swing Check Valve			12,712.76
	S1049944.001	1 MIL. UP509 Brass Swing Check Valve			3,467.12
	S1049977.001	Special Adapter For WW500			101.25
	S1049977.001	Wire Pulling Sock For Water Line Replacement			141.00
Total for Check Number 12048:				0.00	173,921.85
12049	10809	Inner-City Auto Repair & Tires	11/10/2021		
	2316	Multifunction Switch - Unit 10/OD 133,491			173.77
	2316	Labor - Multifunction Switch - Unit 10/OD 133,491			150.00
	2317	Labor - Tire - Unit 4/OD 59,105			25.00
	2317	Tire - Unit 4/OD 59,105			190.82
	2348	Ign Coil/Sprk Plg/Drv Blt/Air Fltr/Eng Coil - Unit 12/OD 64,184			570.06
	2348	Labor - Ign Coil/Sprk Plg/Drv Blt/Eng Coil - Unit 12/OD 64,184			807.50
Total for Check Number 12049:				0.00	1,917.15
12050	10518	Innovyze, Inc	11/10/2021		
	Q-97101	Prepaid - Engineering Software Renewal 12/2021-12/2022			3,790.00
Total for Check Number 12050:				0.00	3,790.00
12051	10418	K & S Sales & Supply	11/10/2021		
	SA21026	(2) Champion 78/85 SD 1HP/115V, Pump 115V - W#23 and Spare			5,491.61
Total for Check Number 12051:				0.00	5,491.61
12052	10967	Keenan & Associates	11/10/2021		
	266191	Airbo Virtual Benefits Enrollment Fair			220.00
Total for Check Number 12052:				0.00	220.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12053	10994 21-310960-1	K-Log, Inc. Office Chair	11/10/2021		387.69
Total for Check Number 12053:				0.00	387.69
12054	10608 013738 013754	Koff & Associates Classification Study - October 2021 Compensation Study - October 2021	11/10/2021		5,890.00 3,022.50
Total for Check Number 12054:				0.00	8,912.50
12055	10055 6884	Nino's Auto/Diesel Fuel - 01/05-09/30/2021 - Fleet	11/10/2021		3,464.06
Total for Check Number 12055:				0.00	3,464.06
12056	10997 13643	Redistricting Insights, LLC Redistricting Consulting Services - October 2021	11/10/2021		2,800.00
Total for Check Number 12056:				0.00	2,800.00
12057	10527 58726764 58727735	Robert Half Talent Solutions Customer Service Temp - 10/25-10/28/2021 Customer Service Temp - 10/25-10/28/2021	11/10/2021		782.56 675.80
Total for Check Number 12057:				0.00	1,458.36
12058	10689 203315	Safety Compliance Company Safety Meeting - Near Misses - 10/19/2021	11/10/2021		250.00
Total for Check Number 12058:				0.00	250.00
12059	10290 21-00237	San Gorgonio Pass Water Agency 628 AF @ \$399 for Oct 2021	11/10/2021		250,572.00
Total for Check Number 12059:				0.00	250,572.00
12060	10989 11082021	Shannon Anglin Notary Services	11/10/2021		70.00
Total for Check Number 12060:				0.00	70.00
12061	10515 INV-007261 INV-007261	Springbrook Holding Company, LLC Prepaid - Springbrook Software Maint - 01/2022 - 11/2022 Springbrook Software Maint - 12/2021	11/10/2021		27,393.85 2,490.35
Total for Check Number 12061:				0.00	29,884.20
12062	10447 OP#51277	State Water Resources Control Board - DWOCP Certification Renewal - Grade D1 - OP# 51277 - E Clark	11/10/2021		55.00
Total for Check Number 12062:				0.00	55.00
12063	10788 11012021	Mark Swanson Engineering News Record Sub Renewal - 2021-2022	11/10/2021		108.00
Total for Check Number 12063:				0.00	108.00
12064	10063 186022 186191	The Record Gazette Notice Inviting Bids - Reservoir Cleaning Notice Inviting Bids - Well 23 Rehab	11/10/2021		448.00 320.00
Total for Check Number 12064:				0.00	768.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12065	10255 0443804-IN 0443805-IN 0443976-IN	Unlimited Services Building Maintenance Nov 2021 Janitorial Services for 815 E 12th St Nov 2021 Janitorial Services for 560 Magnolia Ave Nov 2021 Janitorial Services for 851 E 6th St	11/10/2021		150.00 845.00 160.00
Total for Check Number 12065:				0.00	1,155.00
12066	10934 1103025	USAFact, Inc Pre-Employment Background Checks	11/10/2021		133.60
Total for Check Number 12066:				0.00	133.60
12067	10447 OP#32608	State Water Resources Control Board - DWOCP Certification Renewal - Grade D1 - OP# 32608 - E Dahlstrom	11/10/2021		70.00
Total for Check Number 12067:				0.00	70.00
Total for 11/10/2021:				318.44	874,867.71
ACH	10030 700154530138Oct 700154530138Oct	Southern California Edison Electricity 09/22-10/21/21 - Wells Electricity 07/23-09/21/21 - Wells (Prior Month)	11/15/2021		12,778.48 37,499.81
Total for this ACH Check for Vendor 10030:				0.00	50,278.29
ACH	10031 3490212986 3491409003 3491409003 3491409004	Staples Business Advantage Headsets - Office Staff Supplies - Ergonomic Safety Office Supplies Roller Ball Mouse - Ergonomic Safety	11/15/2021		80.46 118.26 106.42 44.27
Total for this ACH Check for Vendor 10031:				0.00	349.41
ACH	10042 07132135000Oct	Southern California Gas Company Monthly Gas Charges 09/27-10/27/21	11/15/2021		14.79
Total for this ACH Check for Vendor 10042:				0.00	14.79
ACH	10052 10312021 10312021 10312021 10312021 10312021	Home Depot Credit Services Shop Towels/Contractor Bags - Cherry Yard Supplies (2) 1" Double Unions - Mainline Repair Shelving - Meter Room Bungee Cords - Districtwide	11/15/2021		790.06 132.31 224.12 752.10 6.44
Total for this ACH Check for Vendor 10052:				0.00	1,905.03
ACH	10138 HW201 Nov 2021	ARCO Business Solutions ARCO Fuel Charges 11/02-11/08/2021	11/15/2021		1,586.76
Total for this ACH Check for Vendor 10138:				0.00	1,586.76
ACH	10147 1090745	Online Information Services, Inc 165 Credit Reports for Oct 2021	11/15/2021		445.50
Total for this ACH Check for Vendor 10147:				0.00	445.50
ACH	10350 164301 164301 164886 164886 165295 165913	NAPA Auto Parts Shop Towels - 12th/Palm Wiper Blades - Unit 41 Shop Towels - 12th/Palm Ratchets - Unit 5 Wiper Blades - Unit 17 Tail Light Assembly - Unit 13	11/15/2021		5.92 56.00 86.15 27.45 43.08 73.26
Total for this ACH Check for Vendor 10350:				0.00	291.86
Total for 11/15/2021:				0.00	54,871.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12068	UB*04466	Theresa Carignan Refund Check 062627-000, 1355 Beaumont Ave	11/18/2021		67.69
Total for Check Number 12068:				0.00	67.69
12069	UB*04468	Tim English Refund Check 059326-000, 1489 Black Diamond Dr Refund Check 059326-000, 1489 Black Diamond Dr Refund Check 059326-000, 1489 Black Diamond Dr Refund Check 059326-000, 1489 Black Diamond Dr Refund Check 059326-000, 1489 Black Diamond Dr	11/18/2021		0.30 0.16 0.99 0.14 0.16
Total for Check Number 12069:				0.00	1.75
12070	UB*04473	Everlevel Construction Refund Check 064613-000, 0 6th St & 1-10 FWY	11/18/2021		1,878.34
Total for Check Number 12070:				0.00	1,878.34
12071	UB*04464	Shane Hilde Refund Check 026568-000, 8717 Apple Tree Ln	11/18/2021		240.00
Total for Check Number 12071:				0.00	240.00
12072	UB*04470	Jabe Real Estate Sales Inc Refund Check 064662-000, 1660 Quail Summit Dr	11/18/2021		25.96
Total for Check Number 12072:				0.00	25.96
12073	UB*04472	V.E. Koscheski Refund Check 017988-000, 1120 Palm Ave	11/18/2021		169.55
Total for Check Number 12073:				0.00	169.55
12074	UB*04467	Opendoor Labs Inc Refund Check 057029-035, 36719 Torrey Pines Dr Refund Check 057029-035, 36719 Torrey Pines Dr Refund Check 057029-035, 36719 Torrey Pines Dr Refund Check 057029-035, 36719 Torrey Pines Dr	11/18/2021		2.57 2.54 51.94 0.89
Total for Check Number 12074:				0.00	57.94
12075	UB*04465	Osl Incorporated Refund Check 005097-000, 878 Pennsylvania Ave Refund Check 005097-000, 878 Pennsylvania Ave Refund Check 005097-000, 878 Pennsylvania Ave Refund Check 005097-000, 878 Pennsylvania Ave Refund Check 005097-000, 878 Pennsylvania Ave Refund Check 005097-000, 878 Pennsylvania Ave	11/18/2021		5,047.38 1,874.28 1,972.14 2,229.73 86.50 7,641.18
Total for Check Number 12075:				0.00	18,851.21
12076	UB*04471	Neera Singh Refund Check 051204-000, 35154 Hogan Dr	11/18/2021		41.22
Total for Check Number 12076:				0.00	41.22
12077	UB*04474	Rishan Wu Refund Check 058555-000, 1136 Burgundy Rose Ln Refund Check 058555-000, 1136 Burgundy Rose Ln Refund Check 058555-000, 1136 Burgundy Rose Ln Refund Check 058555-000, 1136 Burgundy Rose Ln Refund Check 058555-000, 1136 Burgundy Rose Ln Refund Check 058555-000, 1136 Burgundy Rose Ln	11/18/2021		0.48 1.49 1.11 0.66 2.54 2.30
Total for Check Number 12077:				0.00	8.58

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12078	UB*04469	Chere & Perry Ross Yodong Refund Check 053023-000, 1474 Desert Star Dr Refund Check 053023-000, 1474 Desert Star Dr Refund Check 053023-000, 1474 Desert Star Dr Refund Check 053023-000, 1474 Desert Star Dr Refund Check 053023-000, 1474 Desert Star Dr Refund Check 053023-000, 1474 Desert Star Dr	11/18/2021		23.97 13.04 50.34 26.49 9.45 60.76
Total for Check Number 12078:				0.00	184.05
12079	10792 12012021	A-1 Financial Services December 2021 Rent - 851 E. 6th St Eng Office	11/18/2021		2,131.64
Total for Check Number 12079:				0.00	2,131.64
12080	10962 142596854	The ADT Security Corporation Fire Suppression System - 560 Magnolia Ave	11/18/2021		1,974.00
Total for Check Number 12080:				0.00	1,974.00
12081	10695 21133	B-81 Paving Inc 3 Main Line Repairs - Districtwide	11/18/2021		19,732.50
Total for Check Number 12081:				0.00	19,732.50
12082	10016 EP2021-1006 EP2021-1039 EP2021-1048	City of Beaumont EP1006 - 504 Lucille Ct EP1039 - 7th St and Palm Ave EP1048 - 1207 Elm Ave	11/18/2021		800.50 800.50 800.50
Total for Check Number 12082:				0.00	2,401.50
12083	10266 17978	Cozad & Fox Inc. Design Services - 2020-2021 Pipeline Replacement Project	11/18/2021		7,400.90
Total for Check Number 12083:				0.00	7,400.90
12084	10772 6444	CV Strategies Strategic Communication Services - Oct 2021	11/18/2021		6,313.75
Total for Check Number 12084:				0.00	6,313.75
12085	10937 0001998 0001998	Industrial Fire Protection Annual Extinguisher Maintenance Performed Annual Extinguisher Stored Pressure	11/18/2021		4,101.00 894.22
Total for Check Number 12085:				0.00	4,995.22
12086	10809 2350 2350 2636 2636	Inner-City Auto Repair & Tires Starter Assembly/Trans Fluid - Unit 16/OD 125,555 Labor - Starter Assembly/Trans Fluid - Unit 16/OD 125,555 Oil/Oil Filter/Shocks/Air Filter - Unit 33/OD 52,491 Labor - Oil/Oil Filter/Shocks/Air Filter - Unit 33/OD 52,491	11/18/2021		445.34 350.00 665.07 345.00
Total for Check Number 12086:				0.00	1,805.41
12087	10636 1146	La Ti Da Studio Staff Photos for Budget Document	11/18/2021		515.00
Total for Check Number 12087:				0.00	515.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12088	10143	Nobel Systems Inc	11/18/2021		
	15247	GIS Data Updates - Tr 31462-8PW Updates			4,600.00
	15248	GIS Data Updates - PM 35023 PW Updates			400.00
	15249	GIS Data Updates - Nicholas Rd_4th St NPW Updates			600.00
	15250	GIS Data Updates - Tr 31469-6 PW			1,800.00
	15251	GIS Data Updates - Tr 31469-8 PW			1,600.00
	15255	GIS Data Updates - Tr 31469-6 Starlight PW			600.00
	15256	GIS Data Updates - Tr 36783 PW			1,400.00
	15257	GIS Data Updates - Tr 36558 PW			1,800.00
	15260	GIS Data Updates - Tr 31470-3 PA 32 Rec Center PW			1,200.00
	15261	GIS Data Updates - Tr 31470 3040 PZ Inf PW			1,400.00
	15262	GIS Data Updates - Tr 31470 2850 PZ Inf PW			3,400.00
	15264	GIS Data Updates - Tr 37427 PW			1,200.00
	15266	GIS Data Updates - Tr 27971-6 PW			1,400.00
	15267	GIS Data Updates - Tr 27971-4 PW			1,400.00
	15268	GIS Data Updates - Tr 27971-8 PW			1,800.00
	15269	GIS Data Updates - Tr 37298-1 PW			600.00
	15270	GIS Data Updates - Tr 37298-1 Meadowline NPW			600.00
	15271	GIS Data Updates - Tr 37427 NPW			400.00
	15272	GIS Data Updates - Tr 31462 PA 5 PW			400.00
	15273	GIS Data Updates - COB WWTP PW			600.00
	15274	GIS Data Updates - Tr 31462-10 PW			2,000.00
	15275	GIS Data Updates - Tr 31462-13 PW			1,400.00
	15276	GIS Data Updates - Tr 31462-15 PW			1,800.00
	15277	GIS Data Updates - Tr 31288-1 PW			2,000.00
	15278	GIS Data Updates - Tr 31288-3 PW			1,600.00
Total for Check Number 12088:				0.00	36,000.00
12089	10282	Rancho Paseo Medical Group	11/18/2021		
	11012021	Employee Drug Testing			215.00
Total for Check Number 12089:				0.00	215.00
12090	10223	Richards, Watson & Gershon	11/18/2021		
	233916	Legal Services Sep Board Approval 11/10/2021			3,950.00
	233917	Legal Services Sep Board Approval 11/10/2021			1,120.00
Total for Check Number 12090:				0.00	5,070.00
12091	10689	Safety Compliance Company	11/18/2021		
	203835	Safety Meeting - Driving Safely - 11/3/2021			250.00
	203964	Facility Inspection 11/3/2021			300.00
Total for Check Number 12091:				0.00	550.00
12092	10447	State Water Resources Control Board - DWOCP	11/18/2021		
	OP#20627	Certification Renewal - Grade D1 - OP# 20627 - A Cove			55.00
Total for Check Number 12092:				0.00	55.00
12093	10788	Mark Swanson	11/18/2021		
	853953	Qualified SWPPP Developer & Practitioner Renewal - M Swanson			95.00
Total for Check Number 12093:				0.00	95.00
12094	10911	The Prizm Group	11/18/2021		
	N4793	Apple & El Dorado Fire Burn Scar Surveying			5,635.00
Total for Check Number 12094:				0.00	5,635.00
12095	10668	Thomas Harder & Co	11/18/2021		
	13	Design Services - Well 1A & 2A			1,100.00
	13	Design Services - Well 1A & 2A			1,100.00
Total for Check Number 12095:				0.00	2,200.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12096	10778 6829	Urban Habitat Tree Removal - Well 3 Site	11/18/2021		1,883.72
Total for Check Number 12096:				0.00	1,883.72
12097	10158 101015	Wienhoff Drug Testing Random Testing	11/18/2021		135.00
Total for Check Number 12097:				0.00	135.00
Total for 11/18/2021:				0.00	120,634.93
ACH	10781 10016 10019 10037 10074 10116 10128 10153 10224 10233 10284 10319 10338 10382 10409 10424 10444 10453 10546 10557 10623 10692	Umpqua Bank City of Beaumont Copies of Incident Report - Theft at 4th St Booster Station C R & R Incorporated Monthly Charges 3 YD Commercial Bin Oct 2021 Waste Management Of Inland Empire Recycling Dumpster Charges - 815 E 12th Oct 2021 Yard Dumpsters 815 E 12th Oct 2021 Recycling Contamination Charge 560 Magnolia Oct 2021 Monthly Sanitation 560 Magnolia Oct 2021 Recycling Dumpster Charges 560 Magnolia Oct 2021 American Water Works Association Training Materials - Engineering Dept Verizon Wireless Services LLC iPad Charges for Sept 2021 Cell Phone Charges for Sept 2021 American Office Solution 20 Sheets of Stamps Brown and Caldwell Job Posting - Water Utility Person I Legal Shield Monthly Prepaid Legal for Employees Oct 2021 Pro-Pipe & Supply Pressure Regulator - 9246 Avenida Miravilla Underground Service Alert of Southern California Monthly Maintenance Fee 103 New Ticket Charges Sep 2021 ACWA Joint Powers Insurance Authority ACWA Virtual Workshop - A Ramirez California Special Districts Association Customer Service Training Beaumont Power Equipment Inc Cut Off Saw Stater Bros Refreshments - Leadership Training Session 7 Top-Line Industrial Supply, LLC Clamping Tool Electric Connectors - Unit 21 MISAC Membership Renewal 2021-2022 R Rasha Custom Trophies Board Room Nameplate - K Manini Board Room Nameplate - C Smith Frontier Communications 10/10-11/09/2021 Oct FIOS/FAX 12th/Palm 09/25-10/24/2021 Oct FIOS/FAX 560 Magnolia Ave 09/25-10/24/2021 Oct FIOS/FAX 851 E 6th St Beaumont Copy & Graphics Business Cards - K Manini WP Engine Web Host for BCVWD Website Oct 2021 MMSoft Design Network Monitoring Software Oct 2021	11/19/2021		2.08 285.83 97.59 322.20 70.00 118.50 97.59 151.50 240.06 335.75 232.00 200.00 123.55 644.39 10.00 169.95 170.00 175.00 1,499.99 64.56 121.82 77.77 130.00 14.54 14.54 329.99 290.00 145.40 14.61 115.00 202.45



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	10693	Pres-Tech Equipment Company Hatch Hardware/Seal - Unit 8			919.24
	10735	ASCE Training Webinar - Engineering Staff			295.00
	10761	BLS*Spamtitan Monthly Web Filter License Oct 2021			71.88
	10784	Autodesk, Inc Auto CAD Software 851 E 6th St - Oct 2021			710.00
	10790	Microsoft Monthly Microsoft Office License - Oct 2021 Monthly Microsoft Exchange - Oct 2021 Monthly Microsoft Security - Oct 2021			900.00 264.00 14.80
	10832	Panera Bread Refreshments - Leadership Academy Session 8			57.39
	10840	Ready Fresh (Arrowhead) Water - October 2021 - 851 E 6th			98.38
	10849	MyCommerce Annual Renewal - Helpdesk License Oct 21-Sept 22			199.00
	10892	Zoom Video Communications, Inc. (10) Video Conferences Oct 2021			205.90
	10918	Apple.com Cloud Storage - iPads			0.99
	10926	SSD Alarm Alarm Equip/Rent/Service/Monitor - 11083 Cherry Ave Alarm Equip/Rent/Service/Monitor - 815 12th St Alarm Equip/Rent/Service/Monitor - 851 E. 6th St Alarm Equip/Rent/Service/Monitor - 560 Magnolia Ave			59.50 125.00 77.69 362.13
	10939	US Department of Transportation FMCSA Clearinghouse Queries - DOT Program FMCSA Clearinghouse Queries - DOT Program			2.50 2.50
	10978	Nextiva, Inc. Monthly Phone Service - October 2021			2,461.09
	10999	Backblaze Offsite Backup Storage - October 2021			61.53
	11009	DiversityJobs Job Posting - Water Utility Person I			295.00
	11011	Costco Wholesale Brita Filters - 560 Magnolia Ave			41.31
	11012	NCH Software, Inc. Express Scribe Software - Minutes			35.65
	11013	Superior Automotive Warehouse Hood Latch - Unit 21			213.31
	11014	Goldstar Software Inc. Meter Reading Software Renewal			130.00
	11015	TechSmith Annual Video Recording License Renewal			299.99
Total for this ACH Check for Vendor 10781:				0.00	14,370.44
Total for 11/19/2021:				0.00	14,370.44
ACH	10030 700154530138Sep	Southern California Edison Electricity 08/20-09/20/21 - Well 4A	11/22/2021		2,807.74

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
Total for this ACH Check for Vendor 10030:				0.00	2,807.74
ACH	10138 HW201 Nov 2021	ARCO Business Solutions ARCO Fuel Charges 11/09-11/15/2021	11/22/2021		1,836.51
Total for this ACH Check for Vendor 10138:				0.00	1,836.51
ACH	10147 1090745	Online Information Services, Inc Credit Check Access Fee	11/22/2021		30.00
Total for this ACH Check for Vendor 10147:				0.00	30.00
Total for 11/22/2021:				0.00	4,674.25
Report Total (148 checks):				1,825.55	1,355,071.30



**Beaumont-Cherry Valley Water District  
Board of Directors Meeting  
December 8, 2021**

Item 2d

STAFF REPORT

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

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**Staff Recommendation**

Approve the pending invoice totaling \$3,752.50.

**Background**

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

**Fiscal Impact**

There is a \$3,752.50 impact to the District which will be paid from the 2021 budget.

**Attachment(s)**

- Richards Watson Gershon Invoice #234316



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

350 South Grand Avenue  
37th Floor  
Los Angeles, CA 90071

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DAN JAGGERS, GENERAL MANAGER  
BEAUMONT- CHERRY VALLEY WATER DISTRICT  
560 MAGNOLIA AVENUE  
BEAUMONT, CA 92223-2258

November 9, 2021  
Invoice # 234316

Re: [REDACTED]

*For professional services rendered through October 31, 2021:*

---

Current Legal Fees.....	\$3,752.50
Current Client Costs Advanced .....	<u>\$0.00</u>
<b>TOTAL CURRENT FEES AND COSTS.....</b>	<b><u>\$3,752.50</u></b>
Balance Due From Previous Statement .....	\$9,893.18
<b>TOTAL BALANCE DUE FOR THIS MATTER.....</b>	<b><u>\$13,645.68</u></b>

TERMS: PAYMENT DUE UPON RECEIPT

PLEASE RETURN THIS PAGE WITH YOUR REMITTANCE TO

RICHARDS, WATSON & GERSHON  
350 South Grand Avenue, 37th Floor  
Los Angeles, CA 90071

**RICHARDS WATSON GERSHON**



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

**MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
Wednesday, November 10, 2021 at 6:00 p.m.**

*Meeting held in person and via teleconference pursuant to California Government Code Section 54950 et. seq. and under the provisions of Assembly Bill 361 and BCVWD Resolution 2021-16*

**Call to Order:** *President Slawson opened the meeting at 6:06 p.m.*

*Pledge of Allegiance was led by Director Covington.*

*Invocation was given by Director Williams.*

**Announcement of Teleconference Participation**

General Manager Dan Jagers clarified that this meeting is conducted in person and via teleconference pursuant to California Government Code Section 54953, and under the provisions of AB 361.

**Roll Call:**

Directors present:	Covington, Slawson, Williams
Directors absent:	Hoffman, Ramirez
Staff present:	General Manager Dan Jagers Senior Engineer Mark Swanson Senior Finance and Administrative Analyst William Clayton Human Resources Coordinator Sabrina Foley Director of Information Technology Robert Rasha Administrative Assistant Cenica Smith
Legal Counsel	James Markman

Members of the public who registered attendance: Larry Smith, San Gorgonio Pass Water Agency (SGPWA) Board member, John Heiman, Robert Ybarra, SGPWA Board member.

**Public Comment:**

**1. Adjustments to the Agenda:**

None.

## 2. Consent Calendar:

*The following Consent Calendar items were approved with one motion:*

- a. Review of the August 2021 Budget Variance Reports
- b. Review of the September 2021 Budget Variance Reports
- c. Review of the September 30, 2021 Cash/Investment Balance Report
- d. Review of Check Register for the Month of October 2021
- e. Review of October 2021 Invoices Pending Approval
- f. Minutes of the Regular Meeting of October 13, 2021
- g. Minutes of the Regular Meeting of October 28, 2021
- h. Resolution 2021-22 Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same

MOVED: Covington	SECONDED: Williams	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

## 3. Resolution 2021-22: Amending the District Policies and Procedures Manual Part I: Personnel: Policy 3010 Employee Performance Evaluation

Human Resources Coordinator Sabrina Foley reminded the Board of adoption of this policy at the October 28, 2021 meeting and pointed out some minor changes as had been recommended by the Personnel Committee. Director Covington indicated satisfaction with the amendments.

President Slawson invited public comment. There was none.

*The Board adopted Resolution 2021-22 Amending the District Policies and Procedures Manual Part I: Personnel: Policy 3010 Employee Performance Evaluation by the following vote:*

MOVED: Williams	SECONDED: Covington	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

## 4. Request for Will-Serve Letter Related to the Fairway Canyon Master Plan Development Located in the City of Beaumont and Further Identified as Tract No. 37696 (a Portion of Planning Area 25)

Senior Engineer Mark Swanson introduced the request for 62 single family units as part of Planning Area 25C, described the location on the east side of Tukwet Canyon Parkway, and advised of the project plan status.

Director Covington noted that PA 25 was not included in any previous planning. Mr. Swanson explained that the area was designated for a school, but the school district has deferred on the parcel, so it has been converted to residential.

District Counsel James Markman confirmed that Director Covington did not need to recuse himself from this item.

President Slawson invited public comment. There was none.

*The Board approved the request for Will Serve Letter (WSL) for domestic and recycled water service for Tract 37696, a single-family residential tract project, (a portion of Assessor's Parcel Number 413-790-020) located south of Champions Drive and east of Tukwet Canyon Parkway in the City of Beaumont by the following vote:*

MOVED: Williams	SECONDED: Covington	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

#### **5. Proposed Policy 4025: Annual Organization Meeting: Election of Officers and Rotation of Board President**

General Manager Jagers indicated that this item resulted from previous discussions regarding a more formal approach to Board organization. He reviewed the current policy language related to elections and introduced the information in the staff report.

President Slawson stated he liked the potential of structure with the option to defer and indicated support for a two-year officer term. Vice President Williams also supported the concept for consistency and two-year terms.

Legal Counsel Markman advised the Board to move forward with setting a rotation of one- or two-year terms affording each director an opportunity to serve in office. He emphasized that the Board needs to be able to remove and change officers with a vote of three members of the Board in favor. He also pointed out that it is the President and General Manager who prepare the meeting agendas, and therefore recommended that the Board adopt a policy regarding the addition of items to the agenda upon the request of two directors.

President Slawson pointed to the current policy for agenda items. Mr. Jagers advised that the Board Policy Manual states that any director may request that an item be placed on the agenda and suggested that separate language be embedded in the officer rotation policy. Mr. Markman advised that Board members should not have carte blanche to add items to the agenda and noted that a vote of two does not violate the Brown Act, would be reasonable and would assure the item is substantial.

Director Covington recalled the Board's modification of the agenda policy in December 2019 and agreed that the two aspects of the policy must be in agreement. He suggested further discussion on this item when the two absent Board members are present.

Covington indicated support for officer rotation annually to assure progression of directors: if terms are two years, a director may never have an opportunity. He said the annual organization of the Board looks appropriate, noted that Board members should be able to nominate themselves for office, and there

should be allowances for escape if there are unusual circumstances. The policy should offer a clear pathway through all four offices, he noted.

Covington reviewed the proposed policy language and suggested tailoring it to one-year terms and rotation of all four offices, but not taking into consideration the officer terms as dovetailed with re-election dates or by random process.

Covington also agreed with Mr. Markman's observation that with the way this is currently done at the annual reorganization meeting, if there were one or more rogue Board members, the Board could be monopolized, especially as to creation of agenda. He emphasized crafting a policy for clear guidance to the Board.

Slawson said he was not opposed to one year term. Director Covington requested this item be brought back to the Nov. 22, 2021, meeting.

President Slawson invited public comment. There was none.

## **6. Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem**

*The Board pre-approved attendance of all directors at the following events for purpose of per diem and reimbursement of associated reasonable and necessary expenses per District policy:*

- *Public Policy Institute of California: Seizing the Drought: Water Priorities for Our Changing Climate – Nov. 15-17, 2021 virtual conference*
- *California-Nevada Drought & Climate Outlook Webinar on Nov. 22, 2021*
- *Institute for Local Government: Master Your Role as an Effective Elected Official and Community Leader – Dec. 6 and 13, 2021 virtual conferences*

*by the following roll-call vote:*

MOVED: Covington	SECONDED: Williams	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

## **7. Continued Review of Anticipated California Drought Conditions, District Urban Water Management Plan Drought Restrictions and BCVWD Resolution 2014-05 Regarding Issuance of Will-Serve Letters and Other Drought Response**

General Manager Jagers advised the Board that the Metropolitan Water District recently declared a drought emergency and began to institute some restrictions. This is on the radar screen, he stated, and cautioned that there are likely some dire times ahead with or without significant rainfall. Actions in accordance with the Water Shortage Contingency Plan (WSCP) will be needed, he advised.



Director Covington pointed to current reservoir conditions and asked if any were gaining. Mr. Jagers explained that with the most recent atmospheric river, there were some positive upswings in reservoir levels, but not a lot in the northern areas. It was not significant enough to view positively, he said.

In response to Director Covington, Jagers explained Lake Perris as a source of supply. The reservoir is kept full in case of interruption in the State Water Project, he noted. It is held in reserve for emergencies.

President Slawson invited public comment. There was none.

## **8. Recommendations from the Ad Hoc Communications Committee regarding Outreach Opportunities**

Mr. Jagers advised that the FY 2021 communications budget has not been entirely expended and noted that there is another cafeteria style menu from the consultant for FY 2022.

Mr. Jagers reviewed the activity recommendations from the Communications Committee which require Board direction: an email blast, and an artwork contest. He emphasized that discussion at the Board level is needed regarding continuation of the communications program.

Director Williams advised the Board of discussion at the Communications Committee on Nov. 9 regarding the budget and activities for 2021. She advised that goals were set for the 2022 social media campaign and education.

Williams explained the details of the recommended artwork contest and the purpose of engaging youth.

President Slawson asked about the CV Strategies contract budget and expenditures. Director Williams explained that the FY 2021 budget was \$99,330 and the proposed 2022 budget is \$99,165. Total expenses to date for 2021 are \$58,905 leaving a balance of \$40,424 remaining in the budget, she said.

Director Covington asked if the Communications Committee was satisfied with the work of CV Strategies; Director Williams said yes and advised that 2022 would be the third extension of the contract. Director Covington requested a list of communications activities for 2022 to offer the Board a holistic view of the vision of the Communications Committee as part of the budget process to be specifically approved by the Board. He said he considers the work of the Communications Committee important.

*The Board approved the following recommendations of the Ad Hoc Communications Committee: 1) email blast, and 2) artwork contest by the following vote:*

MOVED: Covington	SECONDED: Slawson	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

**9. Status of Local Emergency Regarding the Impact of the Respiratory Illness Pandemic COVID-19 Pursuant to Resolution 2020-07**

General Manager Jagers updated the Board on the current status of the COVID-19 pandemic. He observed that cases are still holding steady at a bit high, not declining. The District is managing at a good rate, Jagers said, and recognized the Board's approval of the ongoing resolution regarding the AB 361 requirements for teleconferencing.

Jagers expressed hope that there will not be an upswing after the holidays as happened last year. He pointed to serious cases of COVID among people known to the District and breakthrough cases in those who are vaccinated but said this is a version of a "new normal" and the District must continue to do business. Unless seeing something incredibly unsafe, the current practices will continue, he said.

**10. Status of Declared Local Emergencies related to Fires**

**a. Impact of the Apple Fire pursuant to Resolution 2020-17**

**b. Impact of the El Dorado Fire pursuant to Resolution 2020-20**

Mr. Jagers said there are pockets of green appearing after the recent rains, but there is not enough growth to mitigate any earth movement. No adverse effects have been seen other than some ash washout from the hills. Staff has examined the area via drone and has not identified concerns.

The intensity levels for soil movement have been raised, so the experts believe things are getting better. Forest cleanup continues, he explained.

**11. Reports For Discussion**

a. Ad Hoc Committees:

Communications Committee: Director Williams reported on a positive article on October 25 in the Record Gazette regarding the WSCP and updated Urban Water Management Plan and link to conservation tips, and American City and County also ran an article on California's Water Crisis Impacting Local Districts and Energy Production on October 15. These resulted from the efforts of the Communications Committee, she noted.

Sites Reservoir Committee: No report.

Water Re-Use 2x2: No report.

b. Directors' Reports:

Director Covington indicated he would not be requesting a per diem and reported on the following event:

- California Special Districts Association "General Manager Evaluations" webinar on 10/10/21

President Slawson reported on the following event:

- Special Meeting of the San Geronio Pass Regional Water Alliance on Nov. 3

c. Directors' General Comments: None.

d. General Manager's Report:

Mr. Jagers presented the following information:

- The budget cycle, and the classification and compensation studies are underway
- The new Utility Maintenance Worker has started, and work has begun
- The Well 25 motor has been installed and will be started on Friday
- Quotes for roofing the district residences are being received. Home inspections are still being sought, he said
- Estimates are being obtained for fire resistant roofing on well sites.
- Cleanup has begun on the Noble Creek Recharge Facility (NCRF) using the current landscaping contractor
- Water has been turned off at the NCRF for the rest of the year
- The District was approached by Beaumont-Cherry Valley Recreation and Park District to utilize the NCRF area for parking for Winterfest activities, and staff plans to allow it with some caveats in order to be supportive of the endeavors of the community
- There was a break in Line B in the Canyon which has caused redoubling of efforts to get out the RFP for the pipeline work capital replacement project
- The AMR/ AMI project is moving forward. Sixteen repeaters were budgeted upon the recommendation of the representatives, but it may be possible to get by with fewer
- The Finance and Administrative Services Department is busy with the annual budget cycle, and Engineering has several projects underway.
- On Nov. 9, Director of Operations James Bean gave a presentation on water supply and drought at the request of the Four Seasons Homeowners Association.

Director Covington indicated concern that there is a lot going on and requested a schedule of meetings related to budget, classification and compensation studies, MOU negotiations, and other projects to be sent to the Board to have a general idea of when the Board will address these sensitive items.

e. Legal Counsel Report: None.

## 12. Action List for Future Meetings:

- Water supply for BCVWD and the region
- Matrix for delivery of recycled water
- Legal Counsel report on changes in Proposition 218
- Legal update on drought conditions in the west
- Maintenance costs at 800-hp well sites
-

### 13. Announcements

*President Slawson read the following announcements:*

- District offices will be closed Thursday, Nov. 11, 2021 in observance of Veterans Day
- Personnel Committee Meeting: Monday, Nov. 15, 2021 at 5:30 p.m.
- Finance & Audit Committee Special Meeting: Monday, Nov. 22, 2021 at 3 p.m.
- Engineering Workshop: Monday, Nov. 22, 2021 at 6 p.m. (Note date change due to holiday)
- District offices will be closed Thursday, Nov. 25, 2021 in observance of Thanksgiving Day
- Finance and Audit Committee Meeting: Thursday, Dec. 2, 2021 at 3 p.m.
- Collaborative Agencies Meeting: Wednesday, Jan. 5, 2022 at 5 p.m.
- Regular Board Meeting: Wednesday, Dec. 8, 2021 at 6 p.m.

### 14. Recessed to Closed Session: 7:39 p.m.

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

**Reconvene in Open Session: 7:49 p.m.**

### 15. Report on Closed Session

President Slawson announced that no reportable action was taken.

### 16. Consideration and Possible Action Regarding Proposed Changes to Contract, Salary, and / or Fringe Benefits of General Manager

There was no discussion.

### 17. Adjournment

*President Slawson adjourned the meeting at 7:49 p.m.*

ATTEST:

*DRAFT UNTIL APPROVED*

*DRAFT UNTIL APPROVED*

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Director Daniel Slawson, President  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District

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Director Andy Ramirez, Secretary  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS**  
Monday, November 22, 2021 at 6:00 p.m.

*Meeting held in person and via teleconference and video teleconference pursuant to California Government Code Section 54950 et. seq. and under the provisions of Assembly Bill 361 and BCVWD Resolution 2021-21*

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**Call to Order: President Slawson**

*President Slawson began the meeting at 6:07 p.m.*

*Pledge of Allegiance was led by Director Hoffman.*

*Invocation was given by Director Ramirez.*

**Announcement of Teleconference Participation**

Director of Finance and Administrative Services Kirene Manini, PhD, clarified that this meeting is conducted pursuant to BCVWD Resolution 2021-21.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda. The teleconference locations are not publicly accessible. The public's right to comment and participate in the meeting is being assured via teleconference capabilities and at the BCVWD Administrative Office Board Room.

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Slawson, Williams
Directors absent:	None
Staff present:	General Manager Dan Jagers Director of Finance and Administrative Services Kirene Manini, PhD Senior Engineer Mark Swanson Director of Operations James Bean Director of Information Technology Robert Rasha Administrative Assistant Cenica Smith
Legal Counsel	Absent

Members of the public who registered their attendance: Mia Corral Brown, Chandler Asset Management.

**Public Comment:** None.

- 1. Adjustments to the Agenda:** None.
- 2. Authorization of General Manager to Enter into a Contract in an Amount Not to Exceed \$20,000.00 for Reservoir Cleaning, Inspection and Minor Repair with H2O Solutions, LLC**

Director of Operations James Bean reminded the Board about the typical end-of-year reservoir cleaning and explained this is the batch coming forward for consideration this coming year. The goal is to get every reservoir examined every two to four years on a rotating schedule, he explained, prioritizing those that may need to be further addressed.

These four reservoirs have been last inspected between three and four years, Bean continued. The two quotes received after public notice are for interior inspection, cleaning, and repairs by commercial divers, both of which are from out of state, he said. Staff recommends a contract with H2O Solutions, he stated.

Director Covington noted the difference in price between the quotes. Mr. Bean explained differences in treatment of the bid items between the bids.

President Slawson invited public comment. There was none.

*The Board authorized the General Manager to enter into a contract with H2O Solutions, LLC to provide reservoir cleaning, inspection, and minor repair of four domestic drinking water reservoirs by the following roll-call vote:*

MOVED: Covington	SECONDED: Hoffman	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

- 3. Professional Services Agreement with Chandler Asset Management for Investment Advisory Services**

Dr. Kirene Manini introduced the services agreement proffered by Chandler Asset Management (Chandler) (vetted by District legal counsel) and explained the provisions would be incorporated into the District's professional services agreement to be presented at the December 22, 2021 meeting for Board approval.

General Manager Jagers reminded the Board that this agreement for investment services in addition to LAIF and CalTrust has been discussed previously at both the Board and by the Finance and Audit Committee. The idea is to redirect some of the activities from CalTrust into more robust and active management. This is a request to authorize moving forward, he stated.

Director Williams asked about the redline documents provided. Dr. Manini explained the redline text was a result of collaboration between District legal

counsel and the Chandler legal department in order to meet the needs of both agencies. Mr. Jagers advised that a modified solution to represent the standards of the asset management company and the District's professional services agreement is what is represented in the agenda packet. The intent is to develop a final document, vet it through legal counsel, and execute the document.

President Slawson indicated this seems a responsible action to take with the community's money.

Director Covington noted there is no date of termination other than receipt of notice in writing. Ms. Mia Corral Brown of Chandler Asset Management advised that the agency has a 90 percent client retention rate, but should the District find that at any point it is unsatisfied with the service, or desires to go a different direction, an email or letter may be provided and the agreement effectively terminated. The District is not locked in, she added.

*The Board authorized the General Manager to execute an Investment Management Agreement with Chandler Asset Management by the following roll-call vote:*

MOVED: Williams	SECONDED: Hoffman	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

**4. Proposed Policy 4025.4: Annual Organization Meeting: Election of Officers and Rotation of Board President and Proposed Policy Amendment Regarding Addition of Items to Agenda**

Mr. Jagers reminded the Board about the introduction of the framework for this policy at the November 10, 2021 meeting and pointed to comments made incorporated into the proposed policy. He reviewed the discussion items and pointed out the recommendation of legal counsel to include a policy on addition of items to the agenda.

President Slawson indicated support for the recommended policy language without the options as offered. Director Covington agreed, but suggested some modifications. Slawson concurred with most of Covington's changes, with the exception of the deletion of the ability to suspend the rotation should the Board desire.

The Board directed staff to draft the policy and bring it back to the next Board meeting. President Slawson invited public comment. There was none.

**5. Quarterly Review of Revenues Loss, Accounts Receivable Balances, and Cash Flows as related to the ongoing COVID-19 Local State of Emergency**

General Manager Jagers noted that this report had been reviewed by the Finance and Audit Committee. He noted that trends are continuing and past due accounts continue to be a challenge.

Director Covington pointed out this did not look so bad at the end of 2020, but now, 18 months into the pandemic, the District has lost inactivation fee revenue of almost \$310,000. Mr. Jagers pointed out that accounts are in arrears due to the Governor's mandate prohibiting shutoffs.

Director Covington drew attention to past due balances outstanding. Mr. Jagers acknowledged that accounts 120 days past due total approximately \$281,000, but noted that this was less than it was 30 days prior and the total appears to be in a pattern. He reminded that the table represents a full billing cycle, noted that billing for the months of highest use will soon hit, and reviewed additional detail.

In response to Director Covington, Mr. Jagers estimated lost revenue and explained the \$118,000 anticipated to be received from the COVID-19 arrears funding. Covington indicated concern that this situation and resulting decline in revenue will be extended. Director Williams pointed out that the moratoriums will end December 31. General Manager Jagers acknowledged that this is burdensome and suggested broaching this at the upcoming Association of California Water Agencies Fall Conference.

**6. Status of Automatic Meter Read/Advanced Metering Infrastructure Deployment Project: Water Sustain and Manage America's Resources for Tomorrow: Water and Energy Efficiency Grant**

Dr. Kirene Manini highlighted the project progress; as of September 2021, out of the District's total of 19,995 meters, 12,973 new installs have been completed, representing 65 percent converted. There are 7,012 remaining to be installed. Project expenditures have totaled \$1.89 million, and with the 50 percent cost share the total maximum contribution is so far \$947,591, she explained.

BCVWD is not the only District experiencing delays in delivery of new meters, she explained. Delivery of the repeaters and collectors for the project Phase 3 are running three to four months behind.

In response to Director Covington, Mr. Jagers assured that the goal is to have 100 percent of the meters converted to radio read, and detailed some of the work and ultimate water conservation goals of the project.

President Slawson invited public comment. There was none.

**7. Continued Review of California Drought Conditions, District Urban Water Management Plan Drought Restrictions and BCVWD Resolution 2014-05 Regarding Issuance of Will-Serve Letters and Other Drought Response**

Mr. Jagers reviewed the drought headlines in the staff report. Moving into winter, it is expected that water use will go down, he said. He recommended further reading in preparation for the potential of drought restrictions and implementation of drought rates.



## **8. Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem**

General Manager Jagers pointed to the staff report. Director Williams, Director Covington, and President Slawson indicated interest in the Institute for Local Government training.

## **9. Status of Local Emergency regarding the Impact of the Respiratory Illness Pandemic COVID-19 pursuant to Resolution 2020-07**

General Manager Jagers reported that case levels appear to be holding steady. He noted that staff members have occasionally been affected by COVID-19, but the District's policies and procedures seem to be effective. There do not seem to be transmissions happening at the workplace, he said.

At this time last year, cases were significantly increasing, Jagers reminded, but this current level of transmission may be a new norm. He recommended following the guidance of health agencies and stated that it is the intent to remain open and serving the public.

## **10. Status of Declared Local Emergencies related to Fires**

- a. Impact of the Apple Fire pursuant to Resolution 2020-17
- b. Impact of the El Dorado Fire pursuant to Resolution 2020-20

General Manager Jagers reported that staff continues to be vigilant in the case of rain activity. There is still the opportunity for mud and debris flow in storm events, he cautioned.

## **11. Update: Legislative Action and Issues Affecting BCVWD**

Mr. Jagers indicated that funding opportunities were being monitored. Director Covington pointed out there are things that could definitely impact the District.

Director Hoffman noted the \$55 billion allocated to the states for infrastructure grants, and suggested the District's grant writer should be aware. Director Covington requested any information from the grant writer be shared with the Board.

## **12. Reports for Discussion**

- a. Directors' Reports:

Director Ramirez reported on the following:

- Public Policy Institute of California – Seizing the Drought – Nov. 15-17, 2021
- California-Nevada Drought and Climate Outlook – Nov. 22, 2021
- CSDA webinar: General Manager Evaluations – Nov. 10, 2021

Director Ramirez indicated that due to a technical difficulty, he will later view the recording of the webinar.

b. Director General Comments: None.

c. General Manager's Report

Mr. Jagers reported that he responded to a request from the Beaumont-Cherry Valley Recreation and Park District to add a pedestrian gate to the Noble Creek fencing related to parking for the Winterfest event. He advised the Park District that it may use its own contractor to have the work done to BCVWD's specifications.

The Noble Creek Recharge Facility Phase II grading as part of the MDP Line 16 project is scheduled to begin on or around December 1, Jagers advised.

Acquisition of materials has begun for the Grand Avenue pipeline relocation project, he noted, and parts are hard to get.

Both 800 hp well motors have been delivered, he added.

Additional upcoming pipeline replacement projects slated for 2022 continue to be moved forward, Jagers advised.

Work is also moving forward on the classification and compensation study, and the FY 2022 budget, he said, and warned that the end of the year will be busy.

d. Legal Counsel Report: None.

### **13. Topics for Future Meetings:**

- Water supply for BCVWD and the region
- Matrix for delivery of recycled water
- Legal Counsel report on changes in Proposition 218
- Legal update on drought conditions in the west
- Maintenance costs at 800-hp well sites

### **14. Announcements**

- District offices will be closed Thursday, Nov. 25 in observance of Thanksgiving Day
- Finance and Audit Committee Meeting: Thursday, Dec. 2, 2021 at 3 p.m.
- Regular Board Meeting: Wednesday, Dec. 8, 2021 at 6 p.m.
- Personnel Committee Meeting: Monday, Dec. 20, 2021 at 5:30 p.m.
- Engineering Workshop: Tuesday, Dec. 21, 2021 at 6 p.m. (Note date change due to holiday)
- District offices will be closed Thursday, Dec. 23 in observance of Christmas Day
- Collaborative Agencies Meeting: Wednesday, Jan. 5, 2022 at 5 p.m.
- District offices will be closed Thursday, Dec. 30, 2021 in observance of New Year's Day.

**15. Closed session at 7:33 p.m.**

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to Government Code Section 54947  
Title: General Manager
  
- b. CONFERENCE WITH LABOR NEGOTIATORS  
Pursuant to Government Code Section 54957.6  
Agency designated representatives: Dan Jagers, General Manager;  
Kirene Manini, PhD, Director of Finance and Administrative Services; and  
James Markman, Legal Counsel  
Employee Organization: BCVWD Employee Association and Contract  
Positions

**Reconvened in Open Session at 9:23 p.m.**

**16. Report on Action Taken at Closed Session**

President Slawson advised that no reportable action was taken.

**17. Consideration and Possible Action Regarding Proposed Changes to Contract, Salary, and / or Fringe Benefits of General Manager**

There was no discussion or action.

**18. Adjournment**

*President Slawson adjourned the meeting at 9:24 p.m.*

ATTEST:

*DRAFT UNTIL APPROVED*

*DRAFT UNTIL APPROVED*

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Director Daniel Slawson, President  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District

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Director Andy Ramirez, Secretary  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 8, 2021**

Item 2g

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Resolution 2021-\_\_: Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same

---

**Staff Recommendation**

Staff recommends that the Board:

Make the following findings so that meetings of the Board will be subject to the special Brown Act requirements for teleconference meetings: (1) the Board has reconsidered the circumstances of the COVID-19 state of emergency; and (2) state and local officials continue to recommend measures to promote social distancing, and

Adopt Resolution 2021-\_\_: Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same.

**Summary**

Staff has placed this item on the agenda so that the Board can continue to meet virtually pursuant to AB 361's special Brown Act requirements for teleconference meetings. These requirements give local public agencies greater flexibility to conduct teleconference meetings when there is a declared state of emergency and either social distancing is mandated or recommended, or an in-person meeting would present imminent risks to the health and safety of attendees.

The Board must make these findings every 30 days to continue the teleconferencing options. The previous Resolution 2021-21 was adopted on November 10, 2021.

The declared emergency is still in effect. Furthermore, the State of California and local officials have recommended measures to promote social distancing. The California Division of Occupational Safety and Health still requires that employers provide training on the effectiveness of physical distancing in the workplace.

**Attachments**

1. Resolution 2021-\_\_: Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same

## RESOLUTION 2021-\_\_

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT AUTHORIZING PUBLIC MEETINGS TO BE HELD VIA TELECONFERENCING PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND MAKING FINDINGS AND DETERMINATIONS REGARDING THE SAME

**WHEREAS**, the Board is committed to public access and participation in its meetings while balancing the need to conduct public meetings in a manner that reduces the likelihood of exposure to COVID-19 and to support physical distancing during the COVID-19 pandemic; and

**WHEREAS**, all meetings of the Board are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Board conduct its business; and

**WHEREAS**, pursuant to Assembly Bill 361, signed by Governor Newsom and effective on September 16, 2021, legislative bodies of local agencies may hold public meetings via teleconferencing pursuant to Government Code Section 54953(e), without complying with the requirements of Government Code Section 54953(b)(3), if the legislative body complies with certain enumerated requirements in any of the following circumstances:

1. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
2. The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
3. The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

**WHEREAS**, on March 4, 2020, Governor Newsom declared a State of Emergency in response to the COVID-19 pandemic (the “Emergency”); and

**WHEREAS**, the Centers for Disease Control and Prevention continue to advise that COVID-19 spreads more easily indoors than outdoors and that people are more likely to be exposed to COVID-19 when they are closer than six feet apart from others for longer periods of time; and

**WHEREAS**, due to the ongoing COVID-19 pandemic and the need to promote social distancing to reduce the likelihood of exposure to COVID-19, the Board of Directors intends to hold public meetings via teleconferencing pursuant to Government Code Section 54953(e).

**NOW, THEREFORE**, the Board of Directors of Beaumont-Cherry Valley Water District resolves as follows:

Section 1. The Recitals provided above are true and correct and are hereby incorporated by reference.

Section 2. This Board hereby determines that, as a result of the Emergency, meeting in person presents imminent risks to the health or safety of attendees.

Section 3. This Board shall conduct its meetings pursuant to Government Code Section 54953(e).

Section 4. Staff is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. The District has reconsidered the circumstances of the state of emergency and finds that: (i) the state of emergency continues to directly impact the ability of the members to meet safely in person, and (ii) state or local officials continue to impose or recommend measures to promote social distancing.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

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Director Daniel Slawson, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

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Director Andy Ramirez, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 8, 2021**

Item 5

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Finance and Administrative Services  
**SUBJECT:** **Draft BCVWD Fiscal Year 2022 Operating & Capital Improvement Budget  
Preliminary Finances and 2021 Carryovers**

---

**Staff Recommendation**

No recommendation. Information for discussion regarding draft budget document that was presented to the Finance and Audit Committee December 2, 2021.

**Background**

The Finance and Administrative Services Department 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.

At the Special Finance & Audit Committee meeting on November 22, 2021, staff presented the first draft of the 2022 Operating and Capital Improvement Budget. After discussion, advisement from the Committee, and additional staff reviews, staff updated the 2022 Operating and Capital Improvement Budget presented at the December 2, 2021 Finance and Audit Committee meeting.

Included at the December 2, 2021 Finance & Audit Committee meeting was a schedule listing the anticipated unspent funds budgeted for fiscal year 2021 to be carried over to the 2022 fiscal year. The list was of encumbered or known individual operating expenses in the amount of \$5,000 or more that were anticipated to be spent under a contract or purchase order. This new report - 2021 operating budget (carryover report) - includes funding for equipment and vehicle purchases and capital projects that are not yet complete that are to be carried forward as a matter of routine. Department requests for the carryover of operating funds are reviewed in detail by the Finance and Administrative Services Department and must be justified by the requesting Department. This carry over schedule identifies that \$151,900 in unspent funds budgeted for Fiscal Year 2021 should be carried over to complete budget/planned 2021 expenditures.

**Fiscal Impact**

The proposed 2022 Operating & Capital Improvement Budget includes the proposed gross revenues in the amount of \$26,175,000 and the proposed gross expenses in the amount \$21,640,800. Staff also requests that \$151,900 in unspent funds budgeted for fiscal year 2021 be carried over to the 2022 fiscal year.

**Attachments**

- Attachment A – 2022 Operating & Capital Improvement Budget (DRAFT)
- Attachment B – Preliminary Fiscal Year 2021 Operating Budget Carryover Schedule

Staff Report prepared by Sylvia Molina, Senior Accountant

## 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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# 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 (BCVWD or 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**

In 2021, the District continued to address the impacts of COVID-19 by implementing a District-wide COVID-19 Prevention Program (CPP) in compliance with updated Cal/OSHA requirements. This included training all staff in best practices, creating a daily tracking process, and establishing an Emergency Preparedness Committee for implementation of the District's Emergency Response Plan (ERP). Additionally, the District proactively expanded on the Backup and Disaster Recovery Plan to ensure business continuity. The District also completed the 2020 Urban Water Management Plan (UWMP) and the 2020 Water Shortage Contingency Plan (WSCP), continuing to analyze District services, and the supporting infrastructure, to identify areas of improvement to better service the local community. This included the completion of the Grand Avenue Storm Drain (MDP Line 16) design and bid to move forward with the project, as well as initiating the Grand Avenue Storm Drain (MDP Line 16) Grading, and Pipeline Relocation Projects. In addition to the investment in District facilities, the District has invested in professional development opportunities with a Management and Leadership Academy for management and supervisory employees as well as the centralization of the District's safety program with the implemented quarterly safety inspections.

## **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 State Water Project (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 thereby 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 \$26,175,000 which includes \$18,727,000 of operating revenues, \$6,354,000 of capacity charges (facilities fees), and \$1,094,000 of other non-operating revenues.

The estimated gross operating expenses of \$21,640,800 allows a set aside for the Capital Replacement Fund of \$1,180,200, 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 67.5% 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 SWP. In fiscal year 2022, \$4,349,000, 20.1% 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 34.0% of total budgeted operating expenses and include 41 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 Services

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# Overview

## About the Community

### History

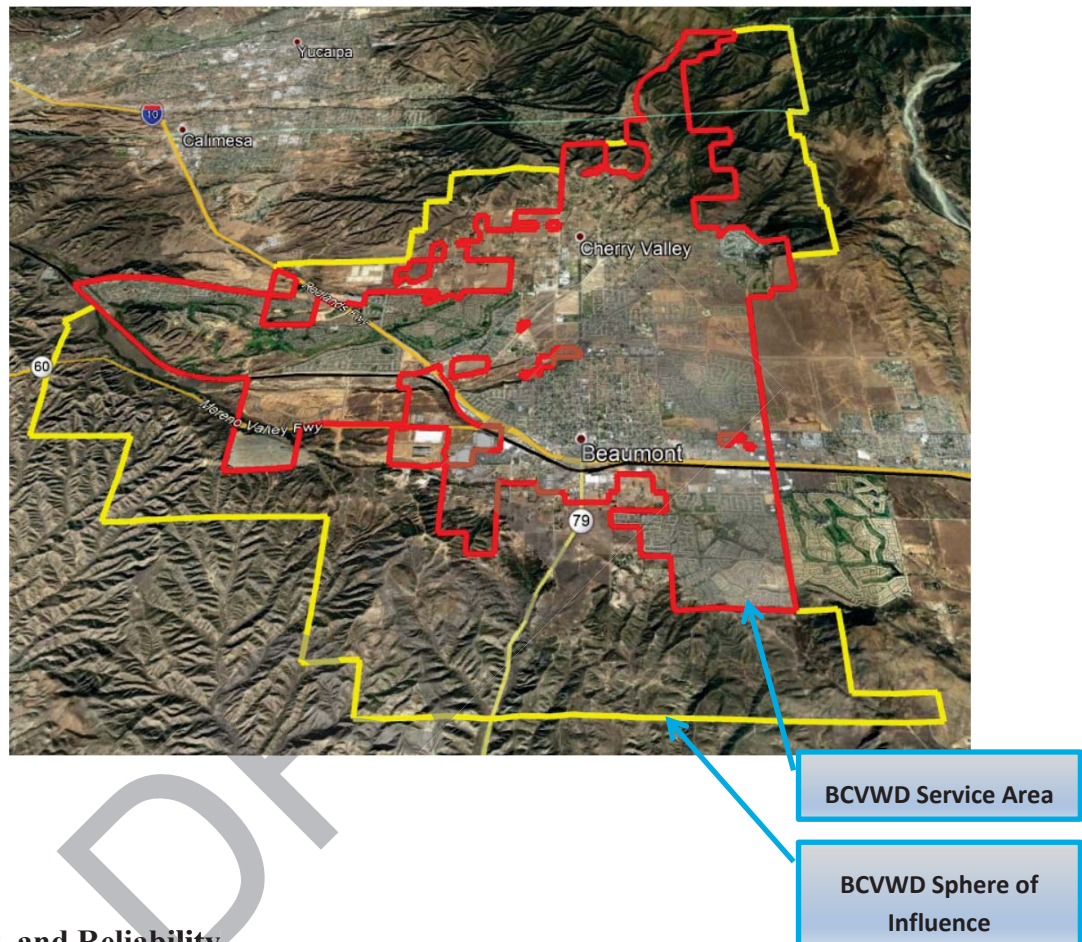
The origin of the District dates back to the latter part of the 1800's when the Southern California Investment Company was the owner of the land that currently is the City of Beaumont and the community of Cherry Valley. The Company intended to build a system of water lines for the purpose of developing 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 land 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 in the area. 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% of which are for single family residences.

The District has a total of 24 wells and 15 tanks ranging in size from 0.5 million gallons (MG) to 5 MG. Total storage is approximately 23 MG.

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 SWP. 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 supplies 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 primarily 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% higher than for the County of Riverside at \$67,005, and 12% higher than the State-wide median household income of \$75,235. Housing prices in the District’s service area continue to increase incrementally. 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% over the past year.

**Table 1  
Demographic and Economic Statistics**

<b>Demographic and Economic Statistics Last Ten Years</b>					
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

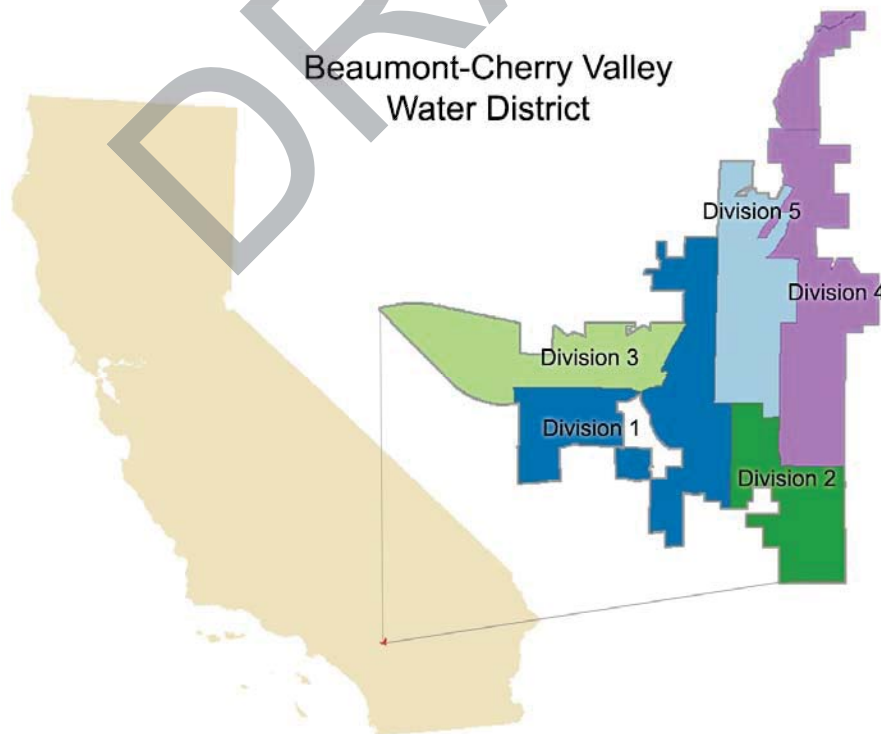


# About the Beaumont-Cherry Valley Water District

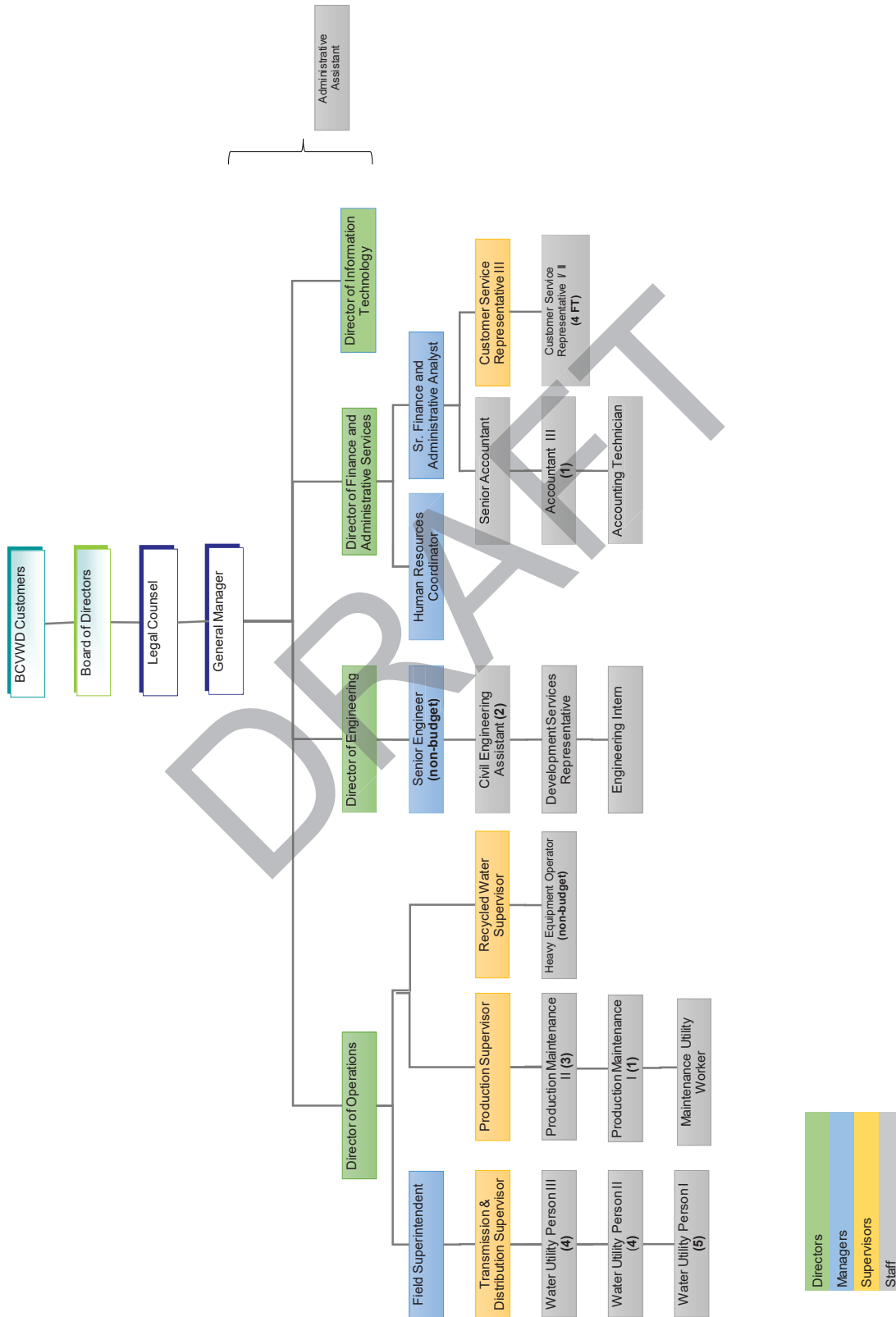
## District Governance

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), like 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 Expenses; 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. The District 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 Beaumont-Cherry Valley Water District (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 (50% + 1).

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 the 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 more than \$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 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 able 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% 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 bathtub holds 50 gallons of water. It takes approximately 15 bathtubs 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 non-potable 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.

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

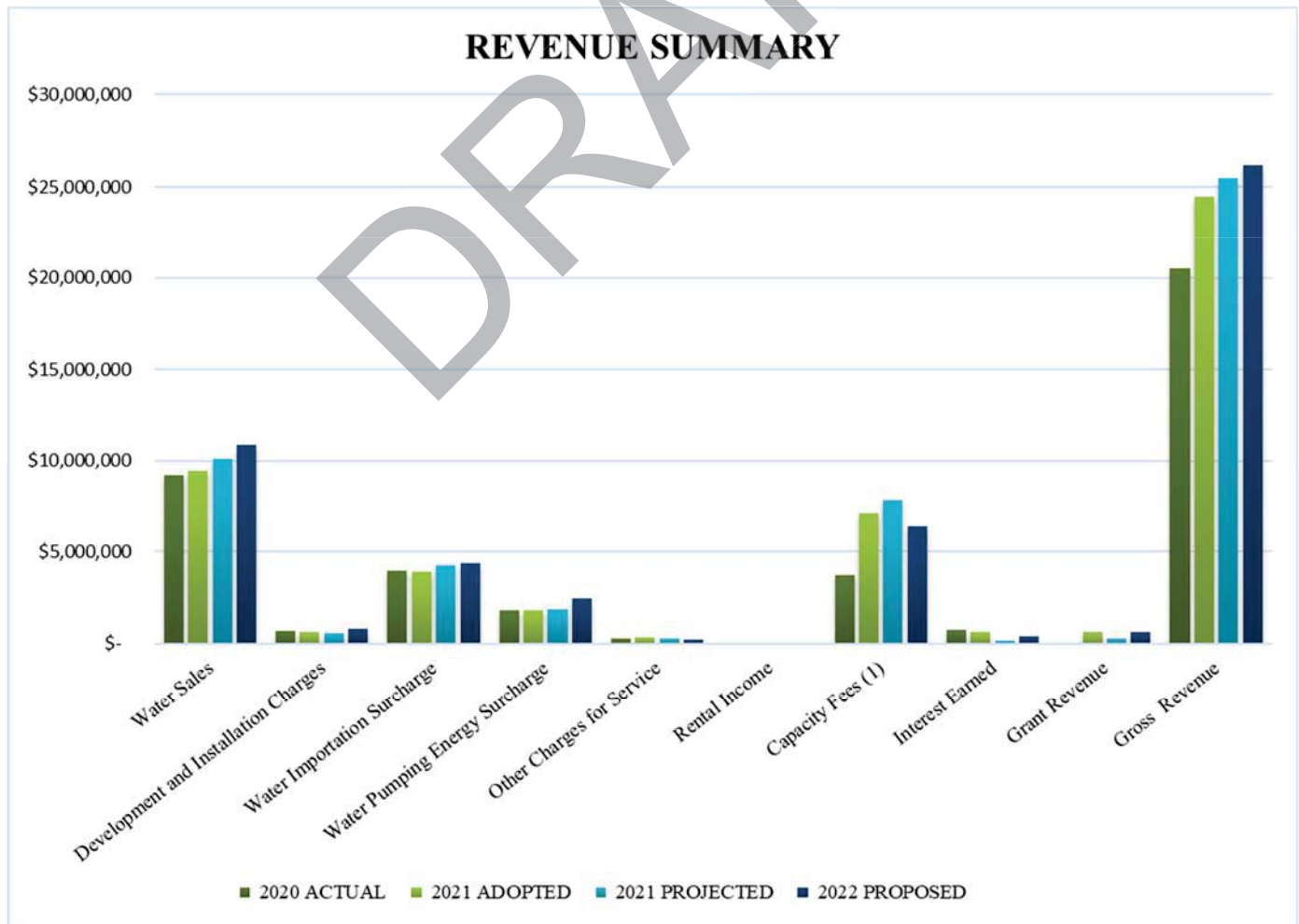
<b>Bi-Monthly Potable and Non-Potable Water Commodity Rates</b>					
<b>Customer Class</b>	<b>Monthly Tiers (CCF)</b>	<b>January 2021</b>	<b>January 2022</b>	<b>January 2023</b>	<b>January 2024</b>
<b>Single Family</b>					
<b>Tier 1</b>	16	\$0.71	\$0.76	\$0.82	\$0.88
<b>Tier 2</b>	34	\$0.81	\$0.87	\$1.01	\$1.09
<b>Tier 3</b>	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>



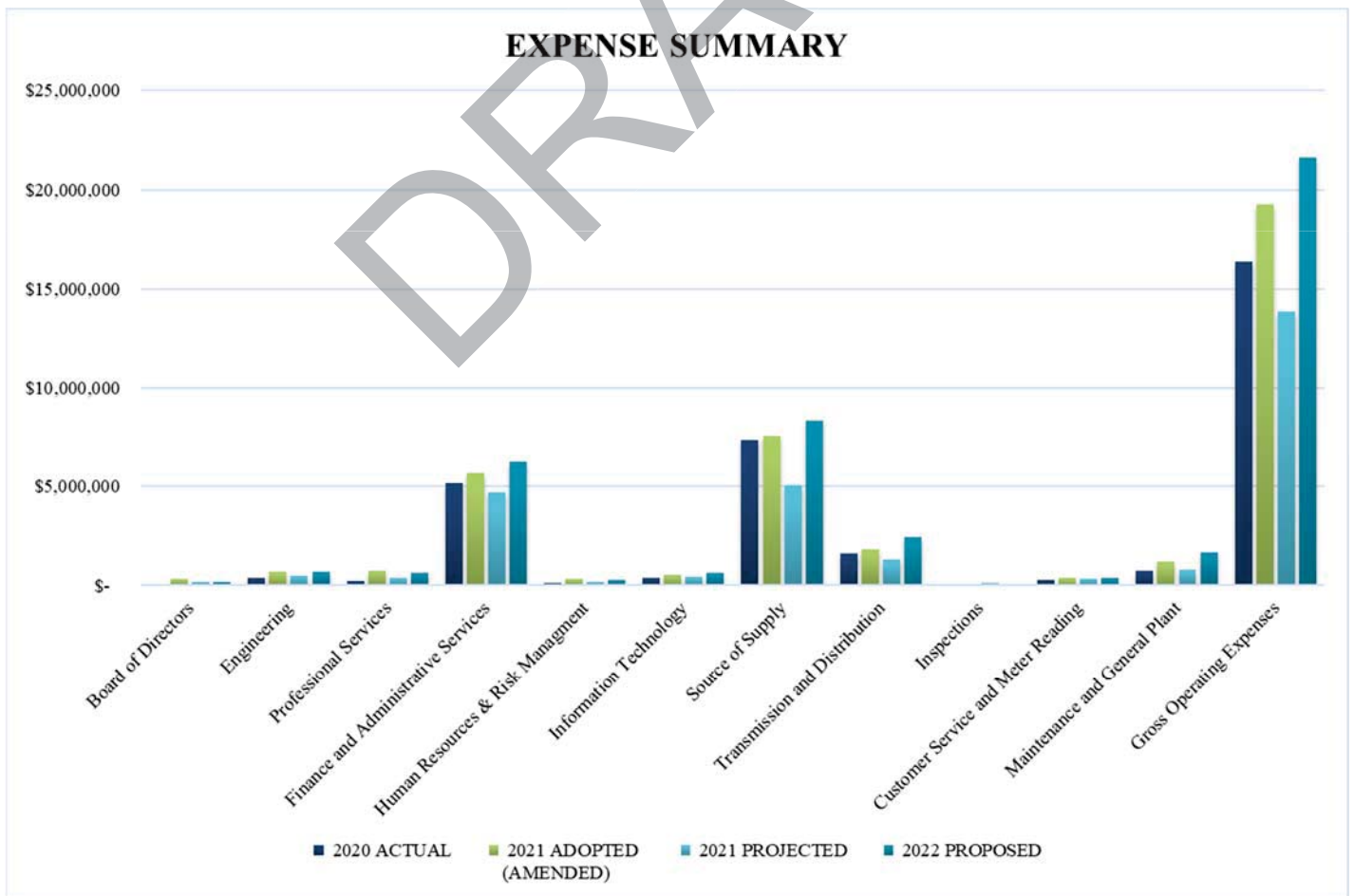
## Financial Summary – Water Enterprise Fund

	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>	15,932,700	16,088,623	17,179,300	18,727,000	2,638,377
<b>Non-Operating Revenue</b>					
Property Maintenance Fees	\$ 23,100	\$ 26,318	\$ 26,500	\$ 46,000	\$ 19,682
Capacity Fees <sup>(1)</sup>	3,726,000	7,061,076	7,813,100	6,354,000	(707,076)
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>	4,546,500	8,377,914	8,313,900	7,448,000	(929,914)
<b>Gross Revenue</b>	20,479,200	24,466,537	25,493,200	26,175,000	1,708,463

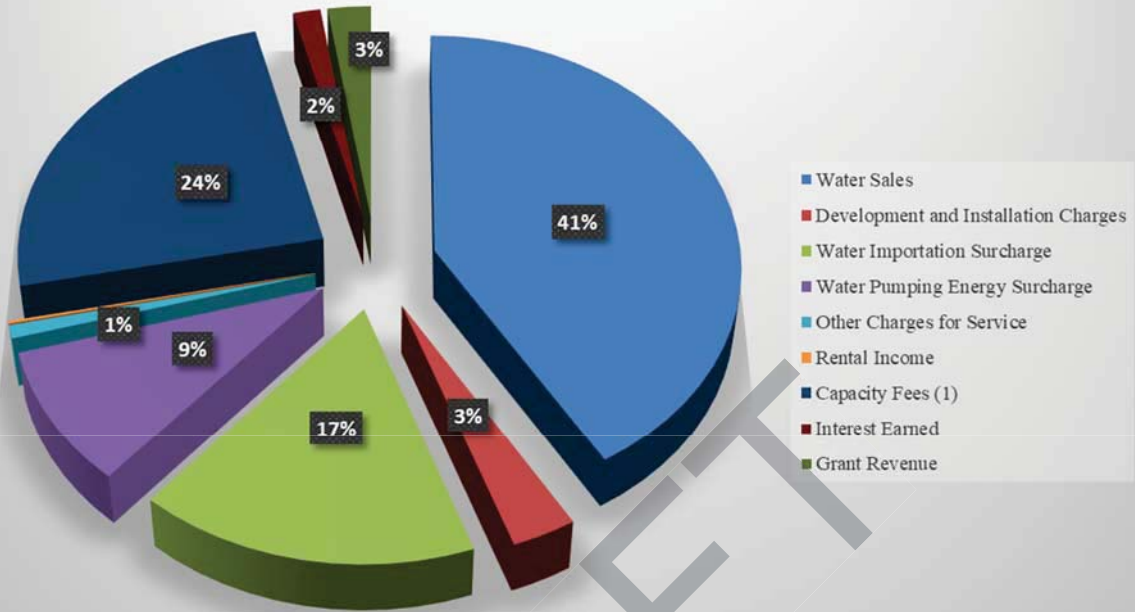
(1) Capacity Fees Projected for 2021 include actuals up to November 23, 2021. All others are until September 30, 2021.



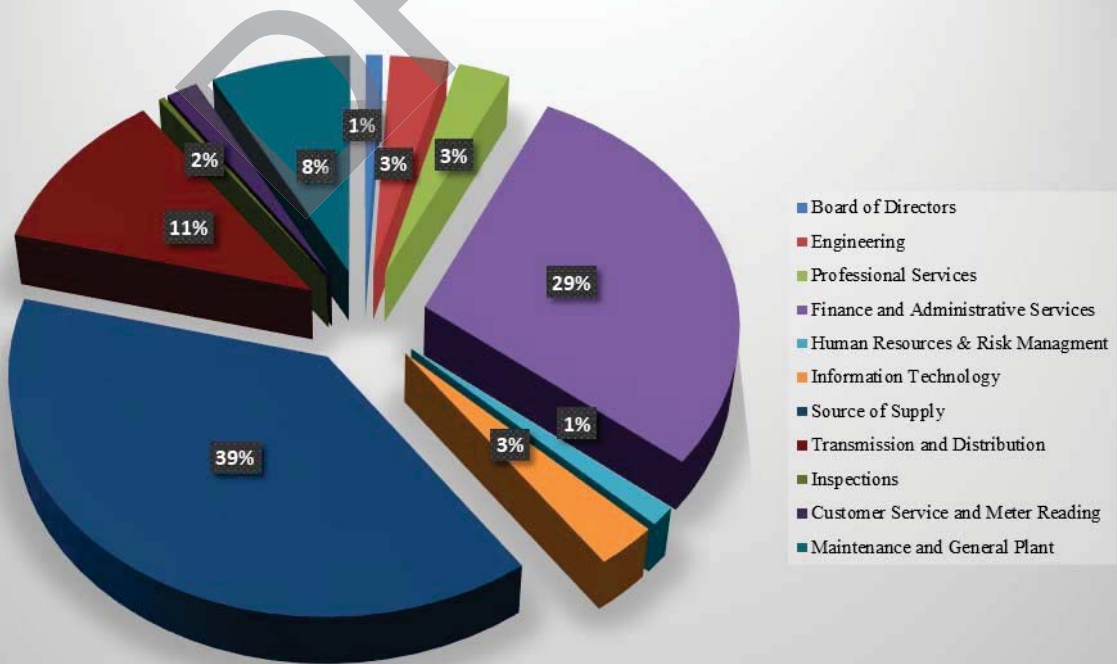
	2020 ACTUAL	2021 ADOPTED (AMENDED)	2021 PROJECTED	2022 PROPOSED	CHANGE
<b>Operating Expenses</b>					
Board of Directors	\$ 43,624	\$ 322,305	\$ 152,000	\$ 197,000	\$ (125,305)
Engineering	404,266	684,430	480,100	698,000	13,570
Professional Services	210,759	723,030	398,200	631,000	(92,030)
Finance and Administrative Services	5,154,303	5,670,616	4,681,300	6,236,100	565,484
Human Resources & Risk Management	124,342	308,055	160,500	282,200	(25,855)
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>\$ 13,865,800</b>	<b>\$ 21,640,800</b>	<b>\$ 2,356,783</b>
Gross Revenue	\$ 20,479,200	\$ 24,466,537	\$ 25,493,200	\$ 26,175,000	\$ 1,708,463
Gross Expenses	\$ 16,382,716	\$ 19,284,017	\$ 13,865,800	\$ 21,640,800	\$ 2,356,783
<b>Net Increase/(loss)</b>	<b>\$ 4,096,484</b>	<b>\$ 5,182,519</b>	<b>\$ 11,627,400</b>	<b>\$ 4,534,200</b>	<b>\$ (648,319)</b>



## 2022 PROPOSED REVENUE



## 2022 PROPOSED EXPENSES





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

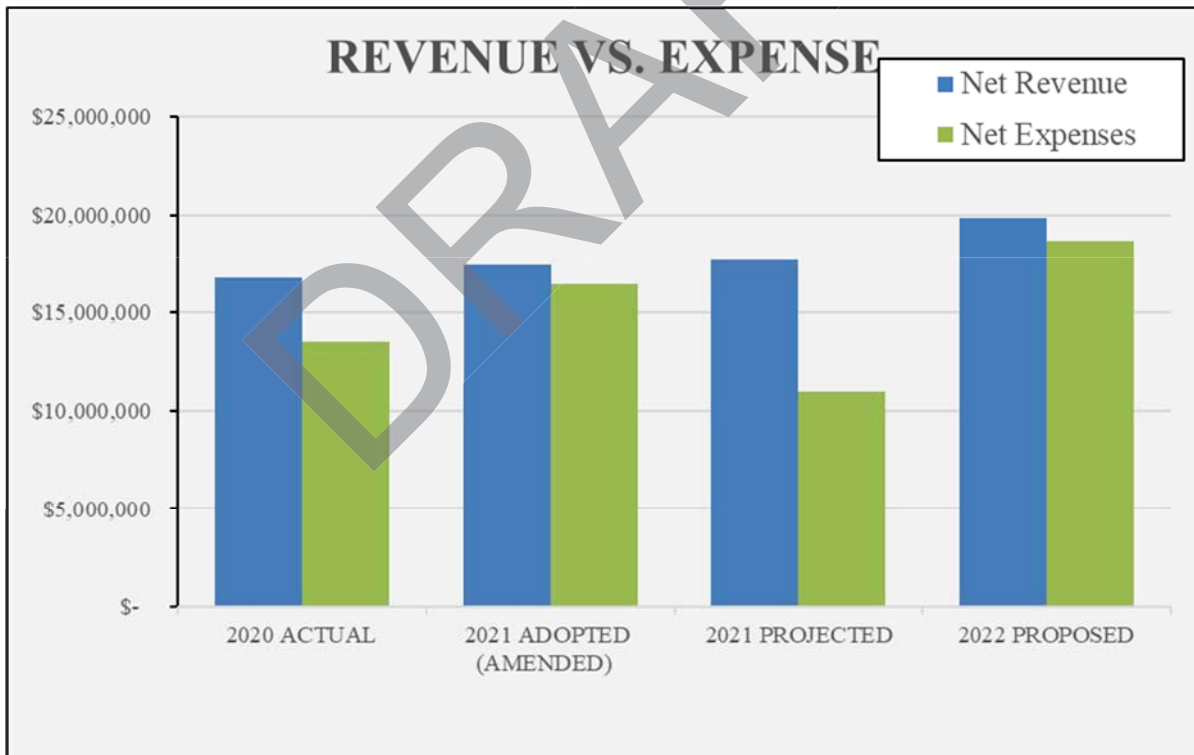
	2020 ACTUAL	2021 ADOPTED (AMENDED)	2021 PROJECTED	2022 PROPOSED	CHANGE	% CHANGE
<b>Operating Revenue</b>						
Water Sales	\$ 9,175,900	\$ 9,412,233	\$ 10,130,500	\$ 10,842,000	\$ 1,429,767	15.2%
Development and Installation Charges	712,900	660,000	581,300	834,000	174,000	26.4%
Water Importation Surcharge	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	631,000	(92,030)	-12.7%
Finance and Admin Services (less Depreciation)	2,288,724	2,820,616	1,794,300	6,236,100	3,415,484	121.1%
Human Resources & Risk Management	124,342	308,055	160,500	282,200	(25,855)	-8.4%
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>\$ 10,978,800</b>	<b>\$ 21,640,800</b>	<b>\$ 5,206,783</b>	<b>31.7%</b>
<b>Operating Income (Loss)</b>	<b>\$ 2,415,564</b>	<b>\$ (345,394)</b>	<b>\$ 6,200,500</b>	<b>\$ (2,913,800)</b>	<b>\$ (2,568,406)</b>	<b>743.6%</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	7,813,100	6,354,000	(707,076)	-10.0%
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>\$ 6,155,610</b>	<b>\$ (8,625,300)</b>	<b>\$ (6,229,118)</b>	<b>260.0%</b>
<b>Increase (Decrease) in Cash Flow</b>	<b>\$ 6,493,682</b>	<b>\$ (2,741,577)</b>	<b>\$ 12,356,110</b>	<b>\$ (11,539,100)</b>	<b>\$ (8,797,523)</b>	<b>320.9%</b>
<b>Beginning Reserve <sup>(1)</sup></b>	<b>\$ 26,475,846</b>	<b>\$ 27,963,184</b>	<b>\$ 27,963,184</b>	<b>\$ 40,319,294</b>	<b>\$ 12,356,110</b>	<b>44.2%</b>
<b>Days' Cash on Hand <sup>(2)</sup></b>	<b>890</b>	<b>560</b>	<b>1340</b>	<b>485</b>	<b>-75</b>	<b>-13.4%</b>
<b>Ending Reserve</b>	<b>\$ 32,969,528</b>	<b>\$ 25,221,607</b>	<b>\$ 40,319,294</b>	<b>\$ 28,780,194</b>	<b>\$ 3,558,587</b>	<b>14.1%</b>
<b>Target Reserve <sup>(3)</sup></b>	<b>\$ 12,782,686</b>	<b>\$ 13,106,884</b>	<b>\$ 12,561,270</b>	<b>\$ 14,524,459</b>	<b>\$ 1,417,575</b>	<b>10.8%</b>
<b>Ending Reserve per 2019 Rate Study</b>	<b>\$ 19,965,611</b>	<b>\$ 11,559,986</b>	<b>\$ 11,559,986</b>	<b>\$ 11,509,321</b>		
<b>Difference Over (Under) Rate Study</b>	<b>\$ 13,003,917</b>	<b>\$ 13,661,621</b>	<b>\$ 28,759,308</b>	<b>\$ 17,270,873</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	\$ 25,493,200	\$ 26,175,000
Less Capacity Fees	3,726,000	7,061,076	7,813,100	6,354,000
<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	\$ 13,865,800	\$ 21,640,800
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>\$ 10,978,800</b>	<b>\$ 18,640,800</b>
<b>Net Increase/(loss)</b>	<b>\$ 3,236,064</b>	<b>\$ 971,443</b>	<b>\$ 6,701,300</b>	<b>\$ 1,180,200</b>



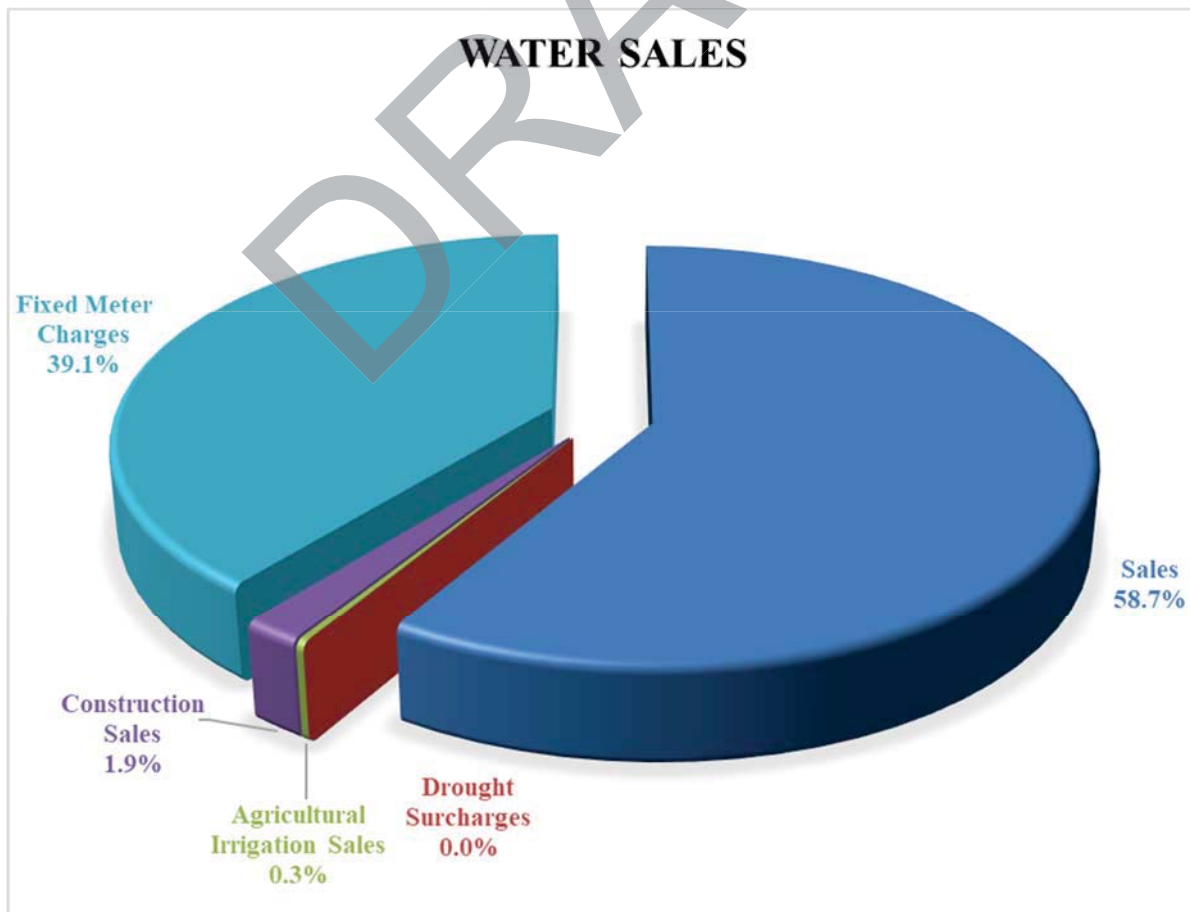
## Revenue Detail

### 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 (CCF) where 1 CCF 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% increase above the budgeted sales for 2021 with potable water usage estimated at 12,462 AF for 2022.

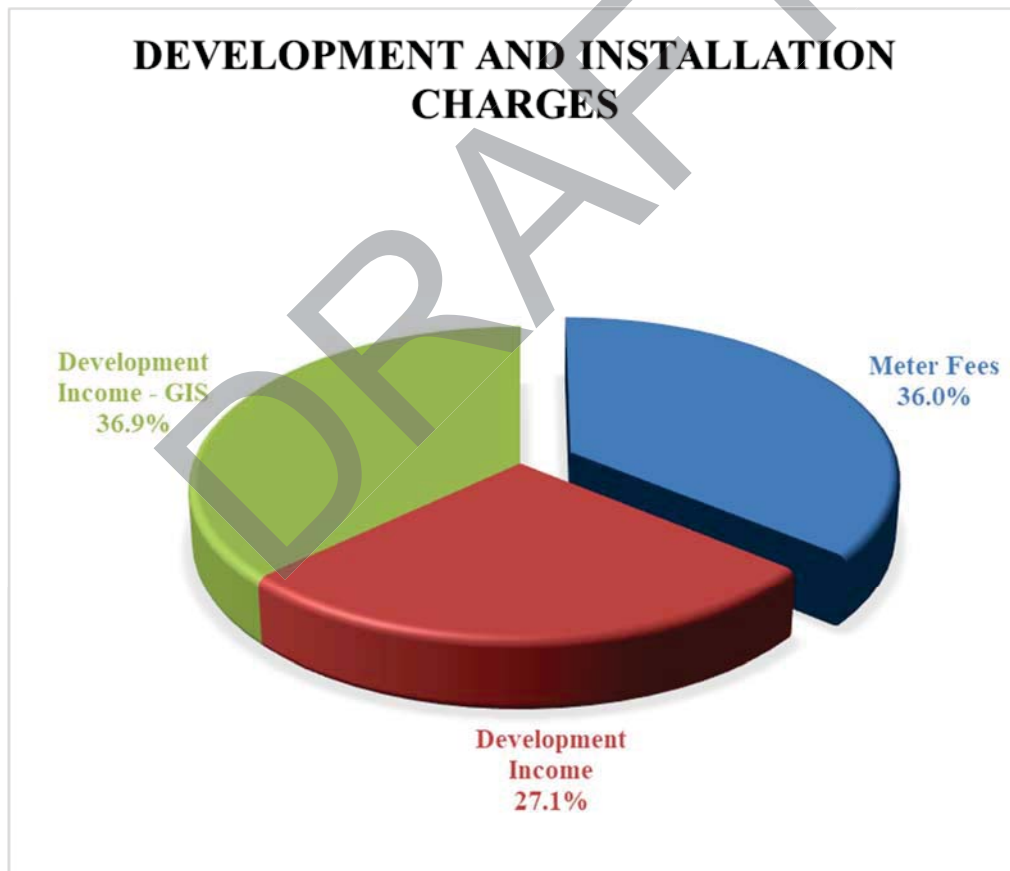
		2020 ACTUAL	2021 ADOPTED	2021 PROJECTED	2022 PROPOSED	CHANGE
<b>Water Sales</b>						
01-50-510-410100	Sales	\$ 5,183,600	\$ 5,626,822	\$ 5,949,800	\$ 6,367,000	\$ 740,178
01-50-510-410111	Drought Surcharges	-	-	-	-	-
01-50-510-410151	Agricultural Irrigation Sales	24,300	22,316	26,700	29,000	6,684
01-50-510-410171	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
		<b>\$ 9,175,900</b>	<b>\$ 9,412,233</b>	<b>\$ 10,130,500</b>	<b>\$ 10,842,000</b>	<b>\$ 1,429,767</b>



*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% 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*

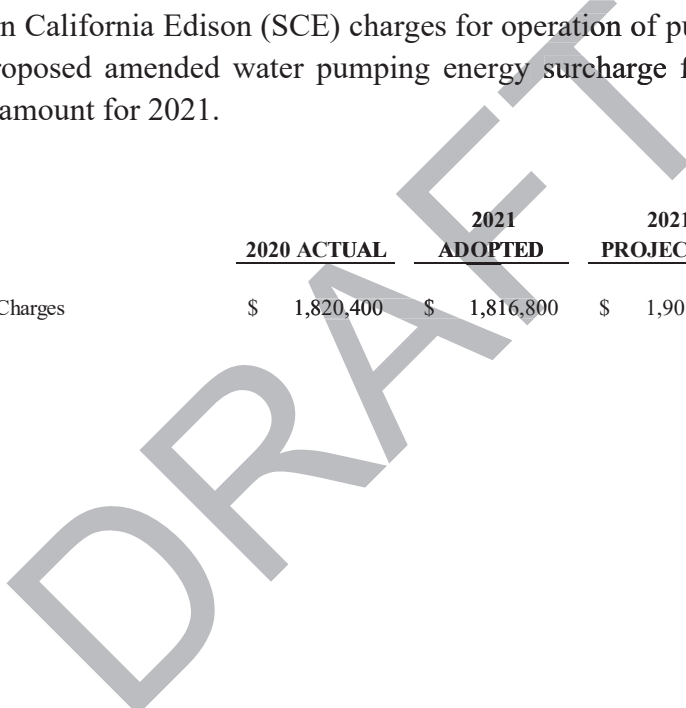
The Water Importation Surcharge is the cost to the end user (Rate Payer) for imported water supplies to offset existing groundwater overdraft not to exceed the actual State Water Project Water costs incurred by the District. The proposed water importation surcharge for 2022 is \$4,349,000, a 12.4% increase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

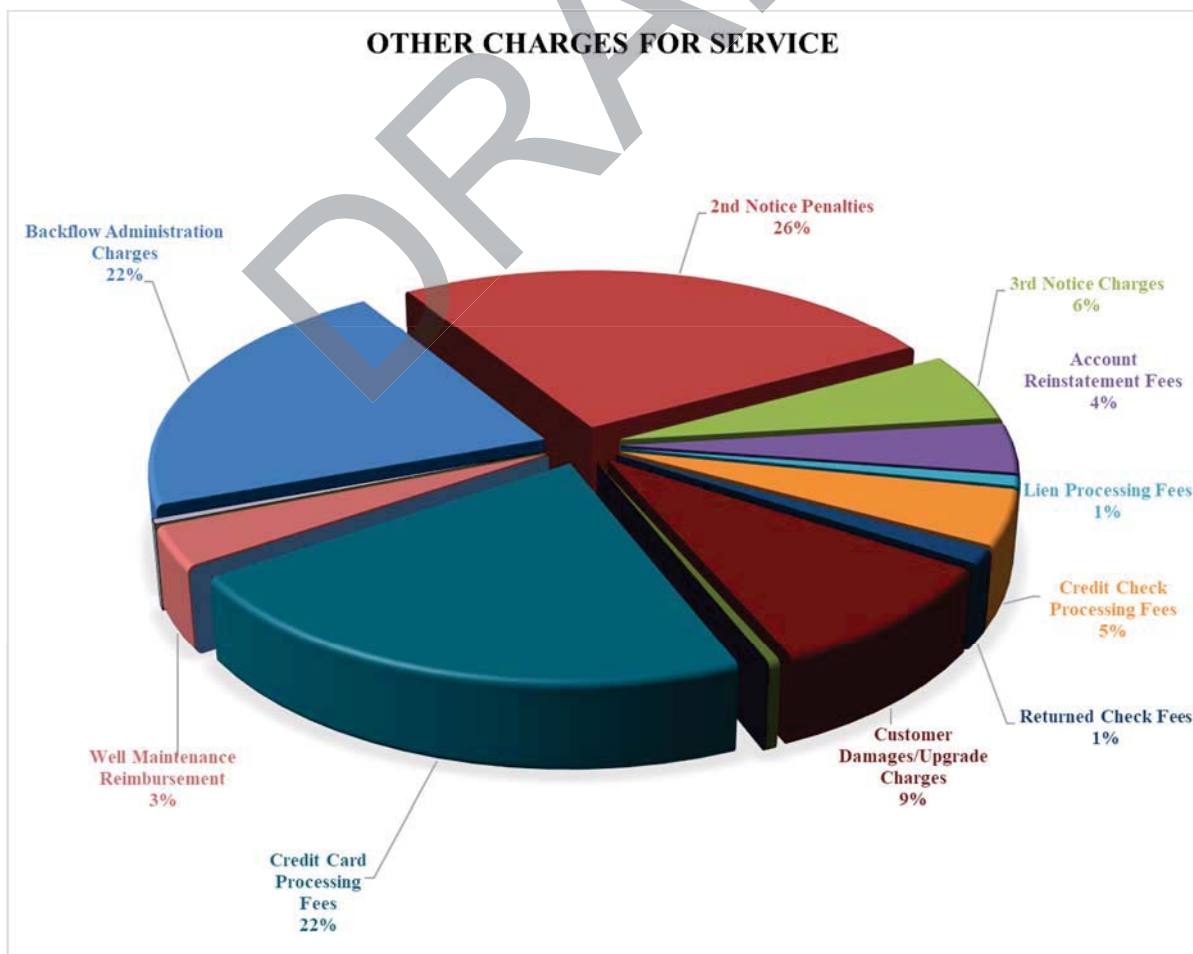
	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2021 PROJECTED</u>	<u>2022 PROPOSED</u>	<u>CHANGE</u>
<b>Water Pumping Energy Surcharge</b>					
01-50-510-415011 SCE Power Charges	\$ 1,820,400	\$ 1,816,800	\$ 1,901,600	\$ 2,467,000	\$ 650,200



### 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% 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% increase from the budgeted revenue for 2021.

		2020 ACTUAL	2021 ADOPTED	2021 PROJECTED	2022 PROPOSED	CHANGE
<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>

### 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 \$6,354,000 a 10.0% decrease from the budgeted facilities charges for 2021, based on projections of development growth.

		2020 ACTUAL	2021 ADOPTED	2021 PROJECTED	2022 PROPOSED	CHANGE
<b>Capacity Charges <sup>(1)</sup></b>						
01-50-510-481001	Facility Fees-Wells	\$ 640,500	\$ 1,496,528	\$ 1,638,100	\$ 1,210,000	\$ (286,528)
01-50-510-481006	Facility Fees-Water Rights (SWP)	405,300	383,425	464,400	766,000	382,575
01-50-510-481012	Facility Fees-Water Treatment Plant	304,700	711,933	779,300	576,000	(135,933)
01-50-510-481018	Facility Fees-Local Water Resources	160,500	151,805	183,900	304,000	152,195
01-50-510-481024	Facility Fees-Recycled Water Facilities	638,400	1,083,746	1,192,800	877,000	(206,746)
01-50-510-481030	Facility Fees-Transmission (16")	518,800	1,212,064	1,326,700	980,000	(232,064)
01-50-510-481036	Facility Fees-Storage	664,400	1,552,184	1,699,000	1,255,000	(297,184)
01-50-510-481042	Facility Fees-Booster	46,000	107,447	117,600	87,000	(20,447)
01-50-510-481048	Facility Fees-Pressure Reducing Stations	23,500	54,883	60,100	45,000	(9,883)
01-50-510-481054	Facility Fees-Miscellaneous Projects	20,500	47,926	52,500	39,000	(8,926)
01-50-510-481060	Facility Fees-Financing Costs	106,200	235,765	258,300	191,000	(44,765)
01-50-510-485001	Front Footage Fees	197,200	23,370	40,400	24,000	630
		<u>\$ 3,726,000</u>	<u>\$ 7,061,076</u>	<u>\$ 7,813,100</u>	<u>\$ 6,354,000</u>	<u>\$ (707,076)</u>

(1) Capacity Charges Projected for 2021 include actuals up to November 23, 2021. All other tables are actuals until September 30, 2021.



*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% 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 Annual Comprehensive Financial Report (ACFR) and submittal to the Government Finance 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 more than \$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%, 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>							
Administrative Services <sup>(1)</sup>	5	7	7	6	5 <sup>(2)</sup>	7	4 <sup>(2)</sup>
Finance	6	6	4	4	2	5	0
Human Resources	0	1	1	1	0	1	0
<b>Information Technology</b>	1	1	1	1	0	1	0
<b>Operations</b>							
Source of Supply	5	4	4	6 <sup>(3)</sup>	0	6	0
Transmission and Distribution	14	13	12	13	2 <sup>(2)</sup>	13	6 <sup>(2)</sup>
Field Inspections	0	0	0	0	0	0	0
Customer Service and Meter Reading	3	3	3	3	0	3	0
Maintenance and General Plant	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>41</b>	<b>13</b>
<p><i>(1) Includes General Manager, Administrative Assistants, and Customer Service</i></p> <p><i>(2) Includes 2 temporary part-time employees to implement the AMR/AMI program</i></p> <p><i>(3) Maintenance Utility Worker listed in Source of Supply in 2021 in error. Actually Maintenance and General Plant.</i></p>							

### 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*

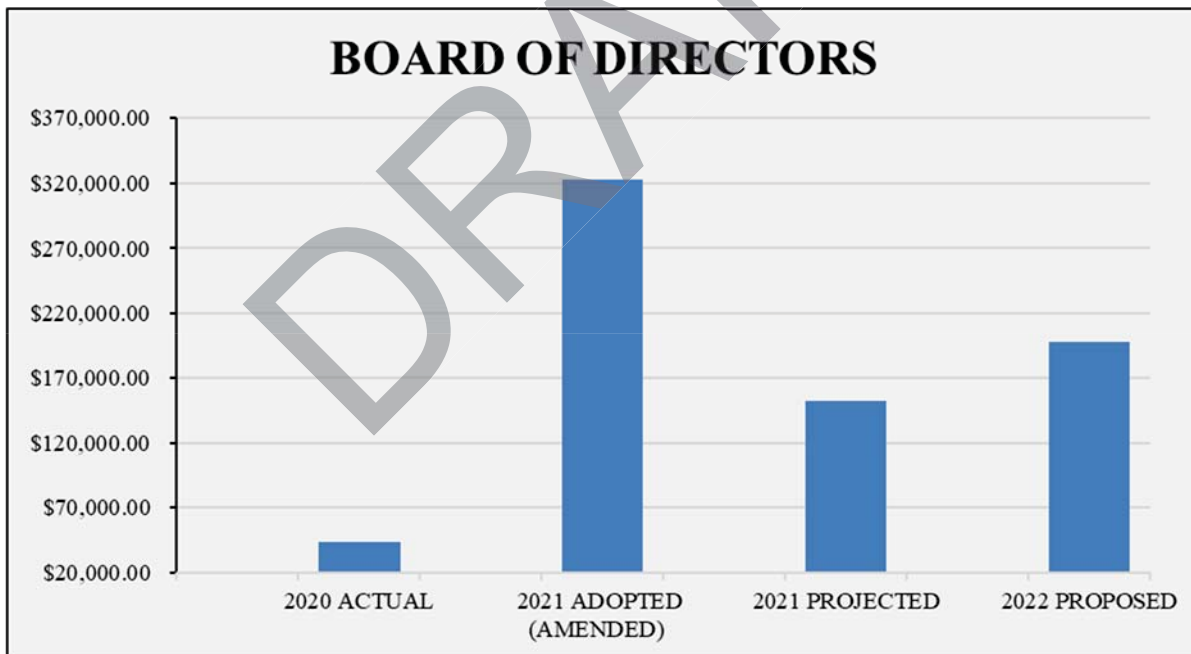
This division includes per diem paid to each Board member as well as the associated payroll tax expenses, health insurance benefits, election expenses and seminar/travel expenses.



*Division Budget*

Proposed expenses for 2022 are \$197,000, a 38.9% 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.

<b>BOARD OF DIRECTORS</b>		<b>2020</b>	<b>2021</b>	<b>2021</b>	<b>2022</b>	<b>CHANGE</b>
		<b>ACTUAL</b>	<b>ADOPTED (AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</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
		<b>\$ 43,624</b>	<b>\$ 322,305</b>	<b>\$ 152,000</b>	<b>\$ 197,000</b>	<b>\$ (125,305)</b>





# ENGINEERING

## DIVISIONS

- Engineering

## 2021 ACCOMPLISHMENTS

- Maintained and improved working relationships with regional stakeholders including:
  - City of Beaumont
  - San Geronio Pass Water Agency
  - Yucaipa Valley Water District, City of Banning, San Geronio 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 Geronio Pass Water Agency, and the San Geronio 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 was 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.
- Completed Leadership Development Academy training for two team members in the Engineering department to further educate staff and develop leadership skills that align with District values.

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

- Continued 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.

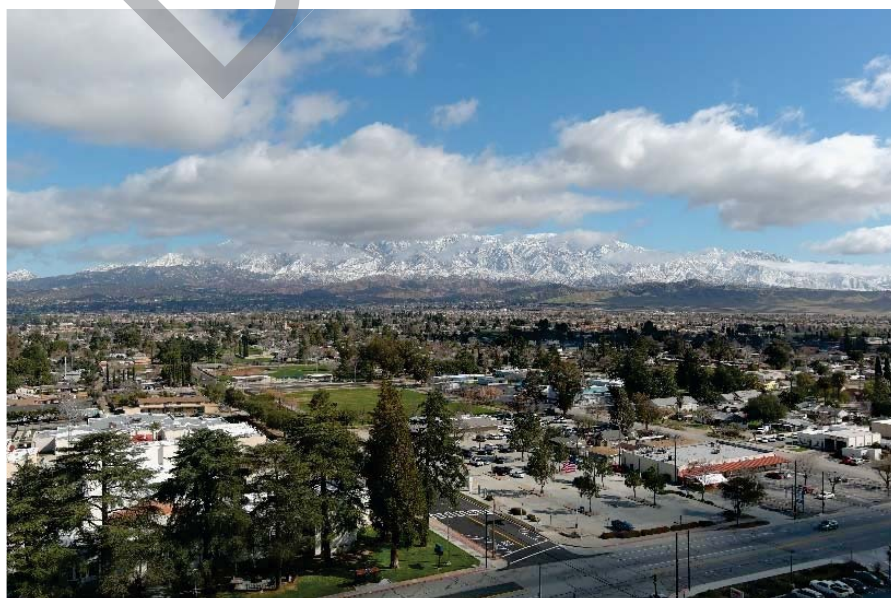
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## ENGINEERING

Engineering	2021 Budget Full-Time Positions	2021 Budget Part-Time Positions	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions
Director of Engineering	1	0	1	0
Senior Engineer	0	0	0	0
District Engineer	0	2 <sup>(1)</sup>	0	2 <sup>(1)</sup>
Civil Engineering Assistant	2	0	2	0
Development Services Representative <sup>(4)</sup>	1	0	1	0
Engineering Intern	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

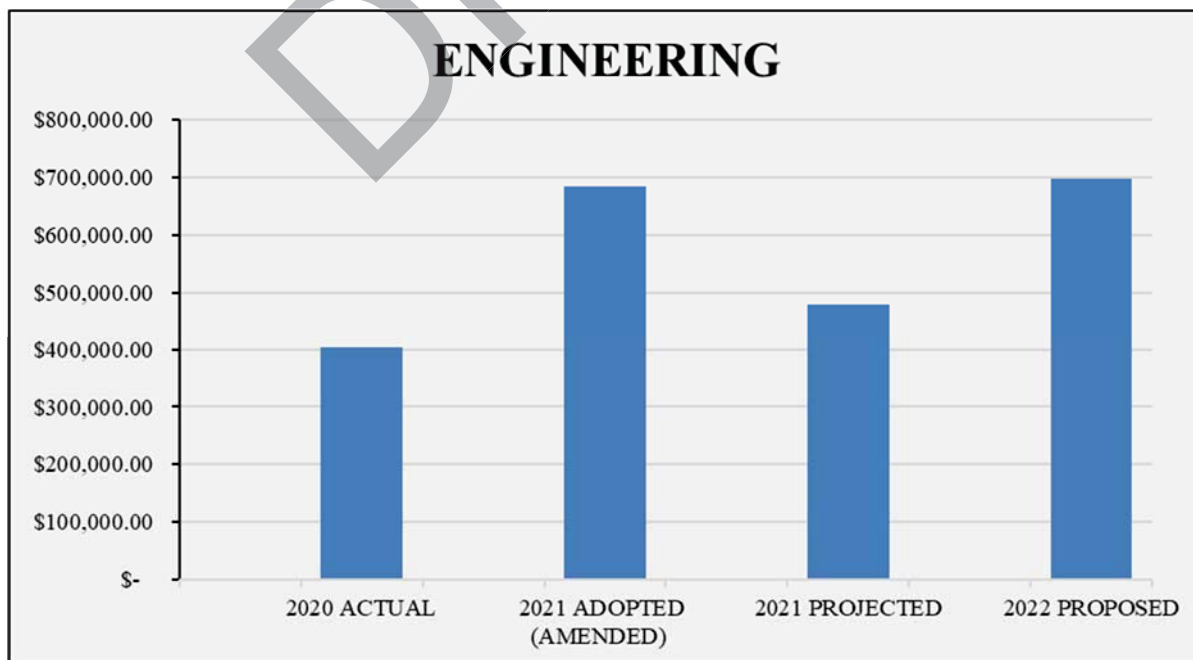
This division is responsible for the plan, design, and construction of the District's domestic water, non-potable water, and general District facilities included in the District's Ten Year Capital Improvement Plan. It develops and implements developer capacity and connection charges and tracks all new 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% 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.

		2020	2021	2021	2022	
<b>ENGINEERING</b>		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>	<b>CHANGE</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
		<u>\$ 404,266</u>	<u>\$ 684,430</u>	<u>\$ 480,100</u>	<u>\$ 698,000</u>	<u>\$ 13,570</u>



# 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 SB 998 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.
- Completed Leadership Development Academy training for three team members in the Administrative Division of the Finance and Administrative Services department to further educate staff and develop leadership skills that align with District values.

### 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 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.
- Completed Leadership Development Academy training for four team members in the Finance Division of the Finance and Administrative Services department to further educate staff and develop leadership skills that align with District values.

## **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) 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.
- Completed Leadership Development Academy training for team members in the Human Resources Division of the Finance and Administrative Services department to further educate staff and develop leadership skills that align with District values.
- 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 Annual Comprehensive 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.
- 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.

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## PROFESSIONAL SERVICES

There are no positions budgeted in this division.

### Division Description

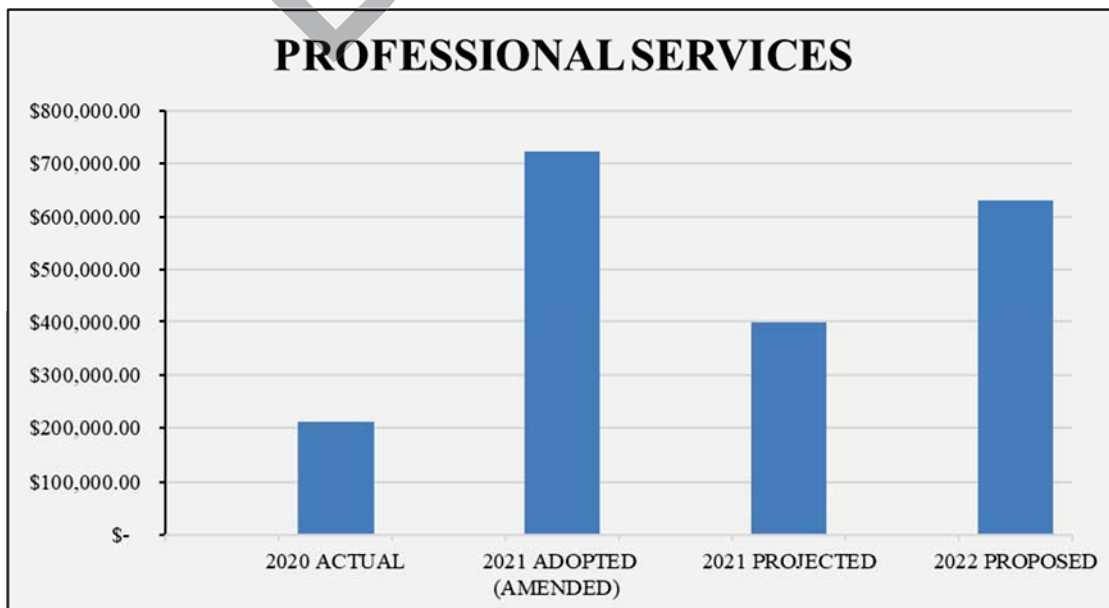
This category includes professional services from outside consultants for legal services, engineering, auditing, and other professional services.

### Division Budget

Proposed expenses for 2022 are \$631,000, a 12.7% 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 ACTUAL	2021 ADOPTED (AMENDED)	2021 PROJECTED	2022 PROPOSED	CHANGE
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	317,000 <sup>(1)</sup>	169,800
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>\$ 631,000</u>	<u>\$ (92,030)</u>

(1) Includes Efficiency of Workforce and Succession Planning Consultant



## 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
General Manager	1	0	1	0
Director of Finance and Administrative Services	1	0	1	0
Senior Finance and Administrative Analyst	1	0	1	0
Senior Accountant	1	0	1	0
Accountant III	1	1 <sup>(1)</sup>	1	0
Accounting Technician	0	0	1	0
Account Clerk ( <i>Part-Time</i> ) <sup>(2)</sup>	0	1 <sup>(3)</sup>	0	0
Administrative Assistant	1	1 <sup>(3)</sup>	1	1 <sup>(3)</sup>
Customer Service Representative III	1	0	1	0
Customer Service Representative II	1	0	1	0
Customer Service Representative I	2	2 <sup>(3)</sup>	3	1 <sup>(3)</sup>
Customer Service Representative I (AMR) <sup>(4)</sup>	0	2 <sup>(4)</sup>	0	2 <sup>(4)</sup>
<b>Total Positions</b>	<b>10</b>	<b>7</b>	<b>12</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, aiding with payments, opening, and closing accounts, account information, water consumption and more.

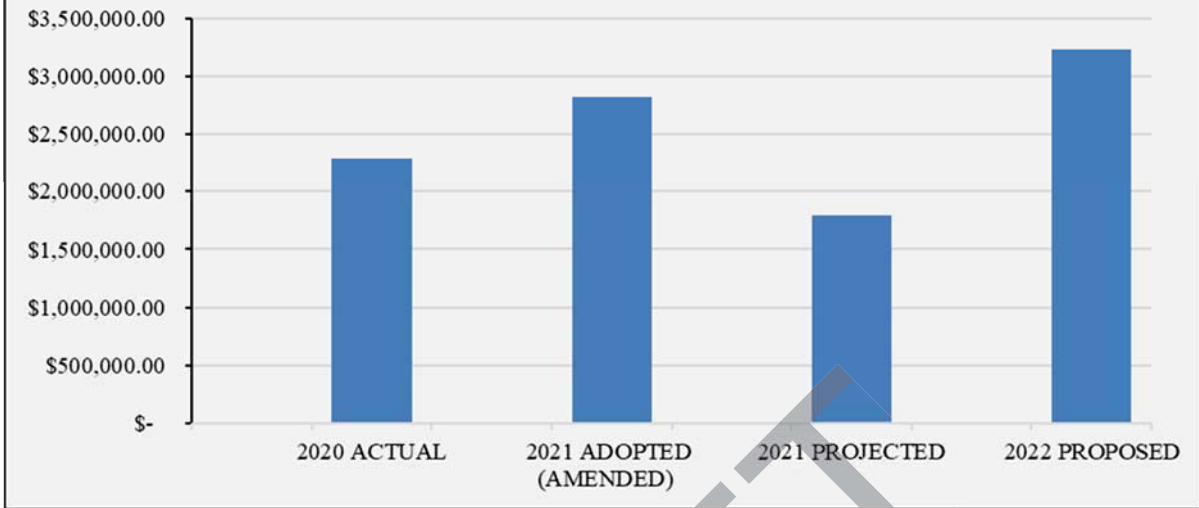


*Division Budget*

Proposed expenses for 2022 are \$3,236,100, a 14.7% increase above the amended budgeted finance and administrative services expenses for 2021. The expected increase for 2022 is due to the conversion of two part-time positions to full-time for 2022 as well as the anticipated increase in the GASB 68 Pension Expense and Estimated Current Year OPEB Expense, which are non-cash expenses, that are actuarially determined and are required to record the changes in the respective liabilities.

		2020	2021	2021	2022	CHANGE
FINANCE AND ADMINISTRATIVE SERVICES		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	
01-30-310-500105	Labor	\$ 891,530	\$ 1,178,947	\$ 822,500	\$ 1,225,000	\$ 46,053
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	92,000	3,304
01-30-310-500120	Medicare	14,496	20,759	13,500	22,000	1,241
01-30-310-500125	Health Insurance	188,265	268,320	190,700	348,000	79,680
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	4,000	(2,348)
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	10,000	(1,734)
01-30-310-500150	Unemployment Insurance	10,725	40,094	-	42,000	1,906
01-30-310-500155	Retirement/CalPERS	183,901	211,738	184,300	244,000	32,262
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	63,000	5,522
01-30-310-500185	Accrued Vacation Leave Expense	28,755	86,947	47,000	89,000	2,053
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	\$ 3,236,100	\$ 415,484
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

## FINANCE AND ADMINISTRATIVE SERVICES



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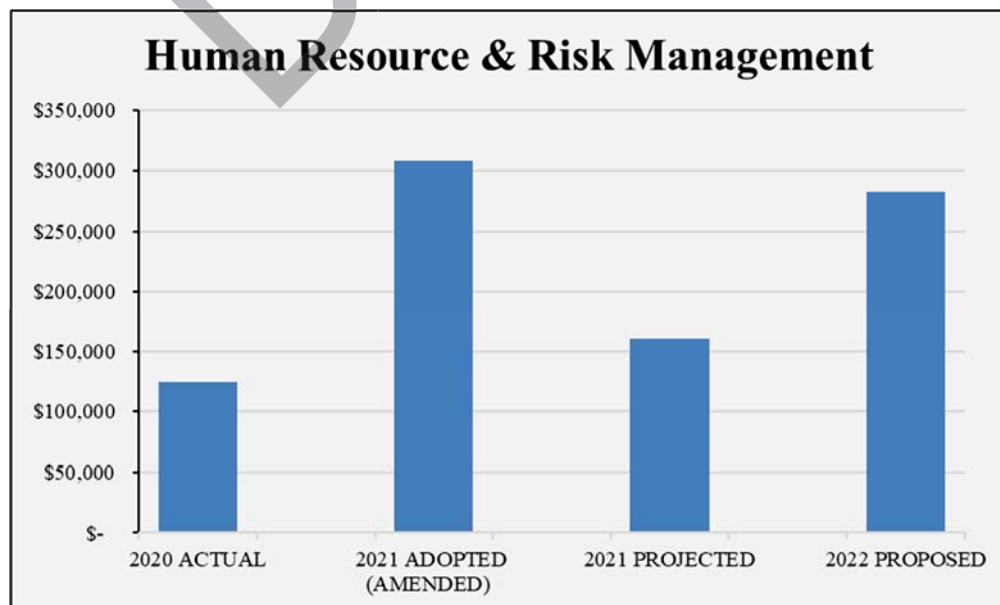




*Division Budget*

Proposed expenses for 2022 are \$282,200, a 8.4% decrease below budgeted human resources and risk management expenses for 2021, due to

		2020	2021	2021	2022	
<b>HUMAN RESOURCES AND RISK MANAGEMENT</b>		<b>ACTUAL</b>	<b>ADOPTED (AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</b>	<b>CHANGE</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
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	3,300	13,000	4,941
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)
		<u>\$ 124,342</u>	<u>\$ 308,055</u>	<u>\$ 160,500</u>	<u>\$ 282,200</u>	<u>\$ (25,855)</u>



# 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 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.
- Completed Leadership Development Academy training for team members in the Information Technology department to further educate staff and develop leadership skills that align with District values.

## 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 iPads and automated forms to field staff to help streamline processes.
- Continued NeoGov module implementation.
- Continue Supervisory Control and Data Acquisition (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
Director of Information Technology	1	0	1	0
<b>Total Positions</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

### *Division Description*

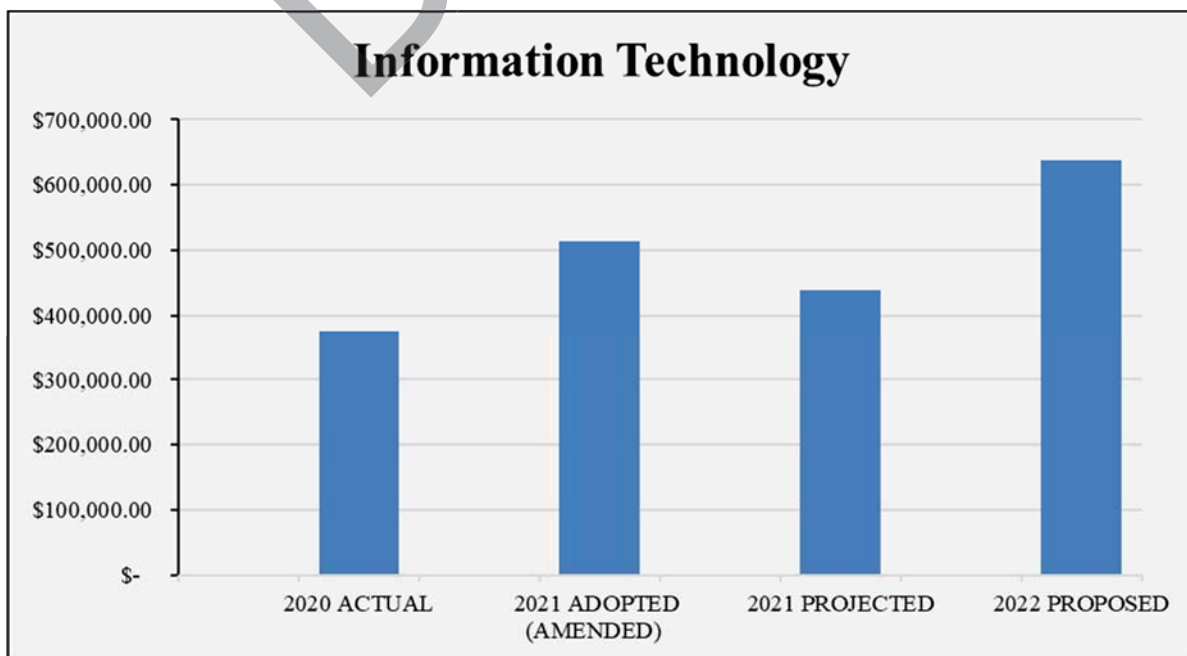
This division includes the administrative salaries, employee benefits, operating supplies, and other expenses associated with the effective and efficient integration of technology into the District’s business practices and procedures.



*Division Budget*

Proposed expenses for 2022 are \$637,000 a 23.8% 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 & Water Conservation District.
- Provided support to Riverside County Flood Control & Water Conservation District 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 staff 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 Avenue 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 staff 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

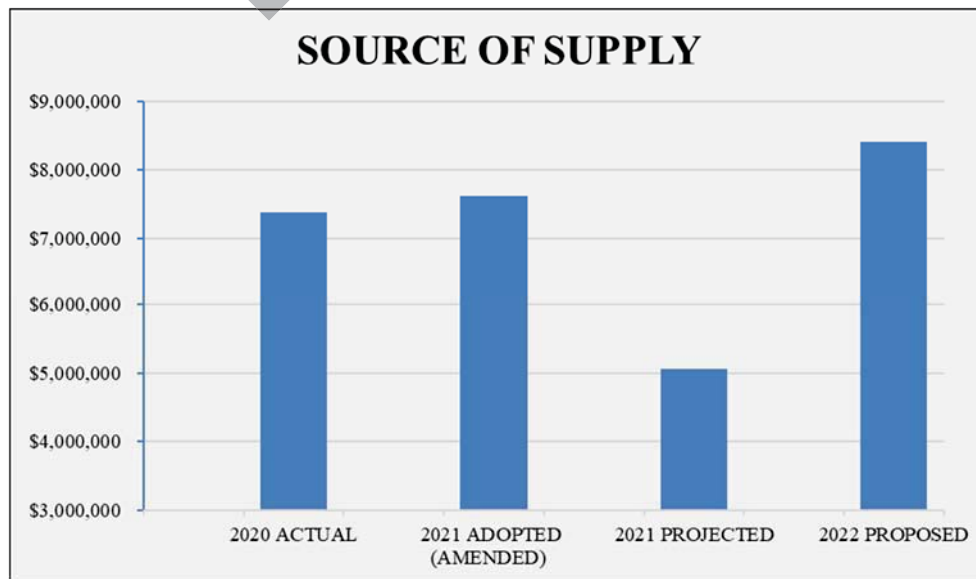
Source of Supply represents the division responsible for expenses related to the operation and maintenance of wells, booster stations, storage facilities, State Water Project supplies. It oversees supervisory control and data acquisition (SCADA), water quality functions, and the construction, installation,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



## 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, tanks 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.

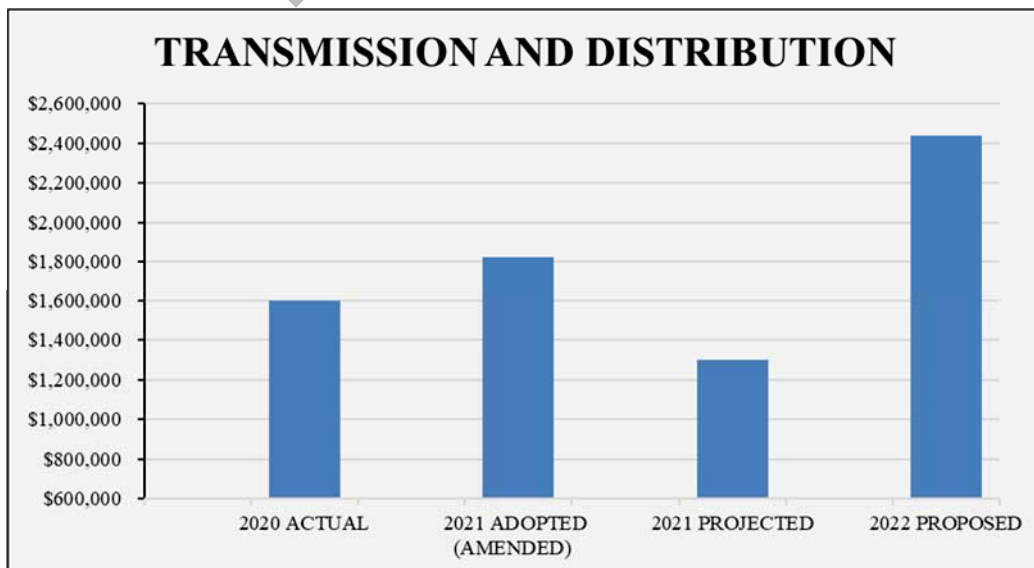




*Division Budget*

Proposed expenses for 2022 are \$2,439,000, a 33.9% 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
Water Utility Person III	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

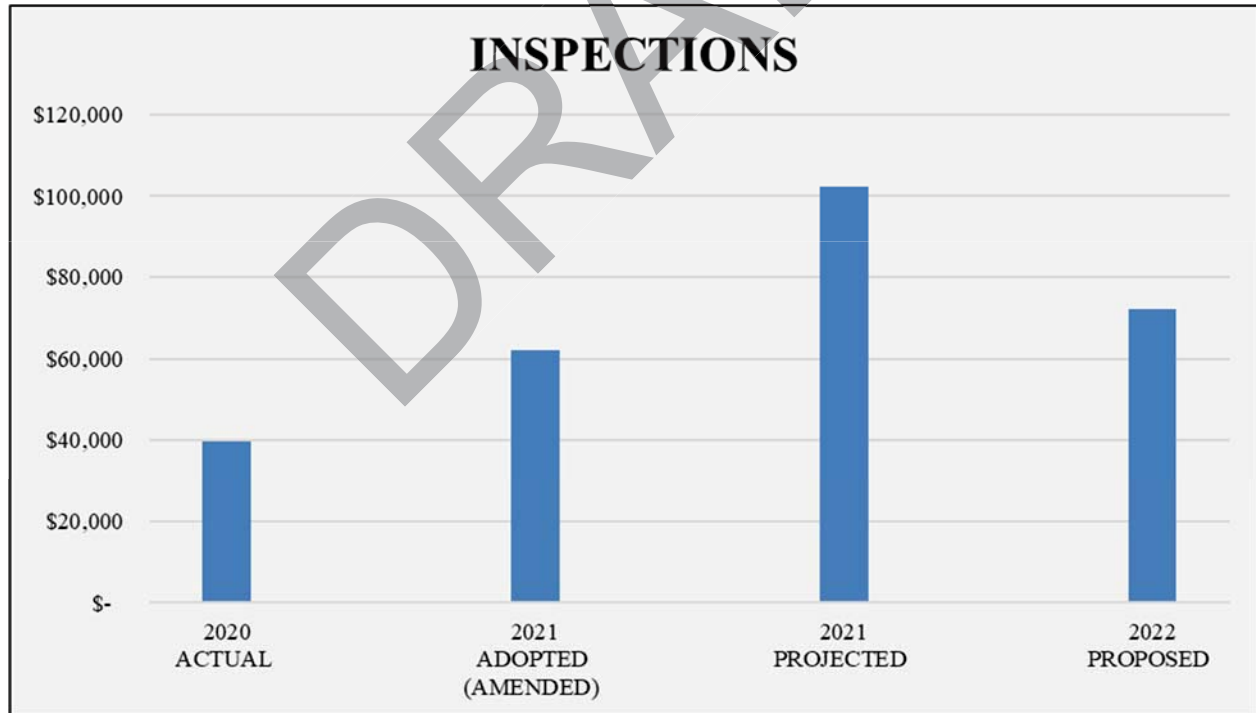
This division includes the labor expenses of inspecting developer-constructed additions to the distribution system such as service connections, meters, tanks and pressure regulating stations that deliver water throughout the District. These expenses are typically recovered through inspection fees and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



*Division Budget*

Proposed expenses for 2022 are \$72,000, a 15.8% 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*

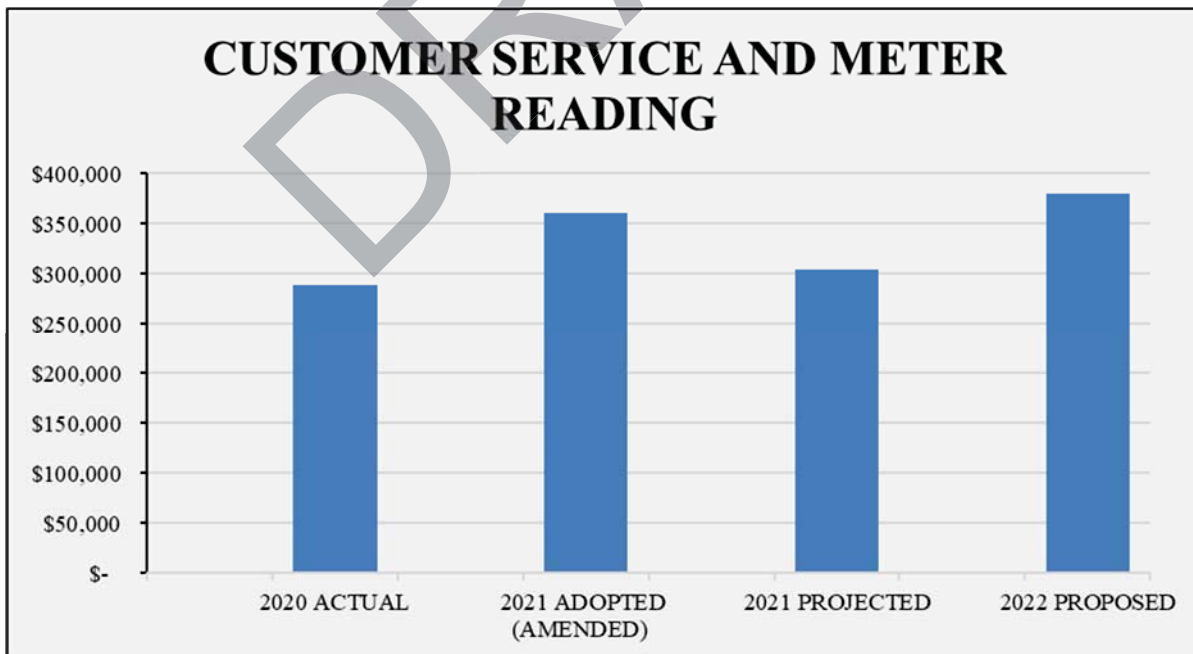
This department conducts meter reading and field related customer service activities for approximately 19,864 accounts.



### *Division Budget*

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

CUSTOMER SERVICE AND METER READING	2020 ACTUAL	2021		2022 PROPOSED	CHANGE
		ADOPTED (AMENDED)	2021 PROJECTED		
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
Maintenance Utility Worker <sup>(1)</sup>	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

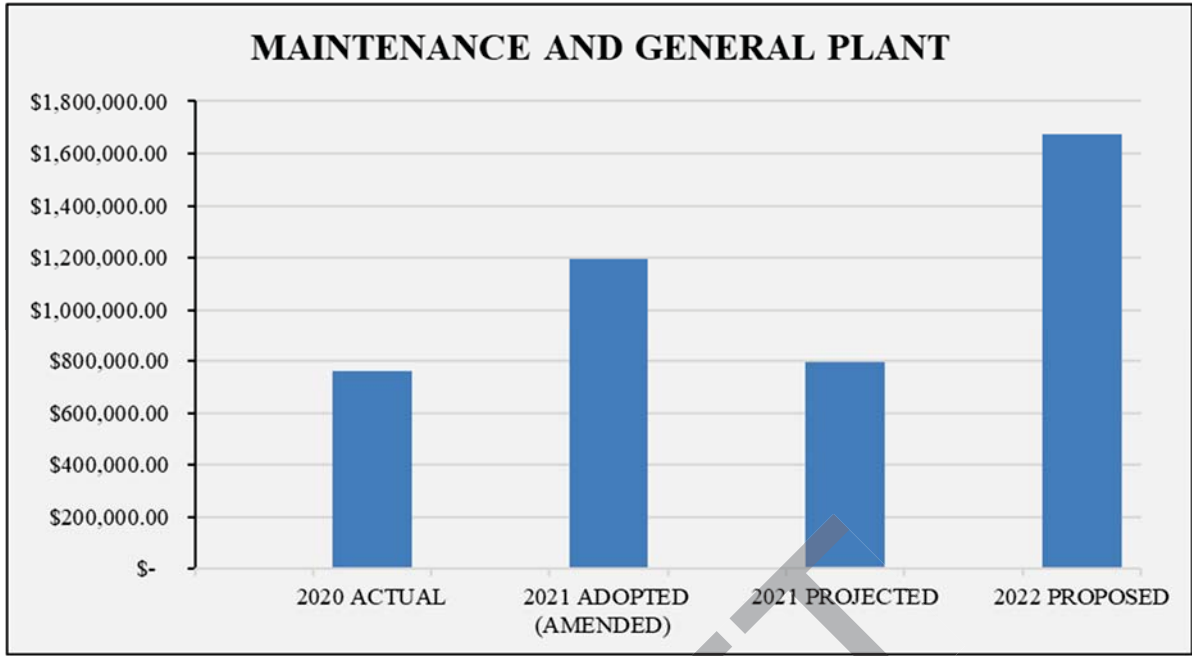
This category includes utilities, auto/equipment fuel, maintenance and repairs for all residences and offices. It also includes all landscape maintenance related labor as well as general maintenance in the canyon areas, recharge basin system and the Noble Creek Recharge facility. A new position, Maintenance 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% 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.



MAINTENANCE AND GENERAL PLANT		2021				CHANGE
		2020 ACTUAL	ADOPTED (AMENDED)	2021 PROJECTED	2022 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 (Genera	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



DRAFT



# 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
	23,100	26,318	26,500	46,000	19,682

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

		<b>2020</b>	<b>2021</b>	<b>2021</b>	<b>2022</b>	
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>	<b>CHANGE</b>
<b>Facilities Charges</b>						
01-50-510-481001	Facility Fees-Wells	640,500	1,496,528	1,638,100	1,210,000	(286,528)
01-50-510-481006	Facility Fees-Water Rights (SWP)	405,300	383,425	464,400	766,000	382,575
01-50-510-481012	Facility Fees-Water Treatment Plant	304,700	711,933	779,300	576,000	(135,933)
01-50-510-481018	Facility Fees-Local Water Resources	160,500	151,805	183,900	304,000	152,195
01-50-510-481024	Facility Fees-Recycled Water Facilities	638,400	1,083,746	1,192,800	877,000	(206,746)
01-50-510-481030	Facility Fees-Transmission (16")	518,800	1,212,064	1,326,700	980,000	(232,064)
01-50-510-481036	Facility Fees-Storage	664,400	1,552,184	1,699,000	1,255,000	(297,184)
01-50-510-481042	Facility Fees-Booster	46,000	107,447	117,600	87,000	(20,447)
01-50-510-481048	Facility Fees-Pressure Reducing Stations	23,500	54,883	60,100	45,000	(9,883)
01-50-510-481054	Facility Fees-Miscellaneous Projects	20,500	47,926	52,500	39,000	(8,926)
01-50-510-481060	Facility Fees-Financing Costs	106,200	235,765	258,300	191,000	(44,765)
01-50-510-485001	Front Footage Fees	197,200	23,370	40,400	24,000	630
		<u>3,726,000</u>	<u>7,061,076</u>	<u>7,813,100</u>	<u>6,354,000</u>	<u>(707,076)</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>
<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	8,313,900	7,448,000	(929,914)
	<b>Total Revenues</b>	<u>\$ 20,479,200</u>	<u>\$ 24,466,537</u>	<u>\$ 25,493,200</u>	<u>\$ 26,175,000</u>	<u>\$ 1,708,463</u>

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

		2021				
		2020	ADOPTED	2021	2022	
		ACTUAL	(AMENDED)	PROJECTED	PROPOSED	CHANGE
<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
		<u>43,624</u>	<u>322,305</u>	<u>152,000</u>	<u>197,000</u>	<u>(125,305)</u>
<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
		<u>404,266</u>	<u>684,430</u>	<u>480,100</u>	<u>698,000</u>	<u>13,570</u>
<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	317,000	169,800
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>631,000</u>	<u>(92,030)</u>

**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>FINANCE AND ADMINISTRATIVE SERVICES</b>						
01-30-310-500105	Labor	891,530	1,178,947	822,500	1,225,000	46,053
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	92,000	3,304
01-30-310-500120	Medicare	14,496	20,759	13,500	22,000	1,241
01-30-310-500125	Health Insurance	188,265	268,320	190,700	348,000	79,680
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	4,000	(2,348)
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	10,000	(1,734)
01-30-310-500150	Unemployment Insurance	10,725	40,094	-	42,000	1,906
01-30-310-500155	Retirement/CalPERS	183,901	211,738	184,300	244,000	32,262
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	63,000	5,522
01-30-310-500185	Accrued Vacation Leave Expense	28,755	86,947	47,000	89,000	2,053
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
		<u>2,288,724</u>	<u>2,820,616</u>	<u>1,794,300</u>	<u>3,236,100</u>	<u>415,484</u>
<b>DEPRECIATION</b>						
01-30-310-550084	Depreciation	2,865,579	2,850,000	2,887,000	3,000,000	150,000
		<u>2,865,579</u>	<u>2,850,000</u>	<u>2,887,000</u>	<u>3,000,000</u>	<u>150,000</u>
<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	
		ACTUAL	(AMENDED)	PROJECTED	PROPOSED	CHANGE
<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	3,300	13,000	4,941
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	160,500	282,200	(25,855)
<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

		2021				
		2020	ADOPTED	2021	2022	CHANGE
		ACTUAL	(AMENDED)	PROJECTED	PROPOSED	
<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
		376,287	514,543	438,900	637,000	122,457
<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	-
		7,377,929	7,620,375	5,057,400	8,393,000	772,625
<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



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		2021				
		2020	ADOPTED	2021	2022	
		ACTUAL	(AMENDED)	PROJECTED	PROPOSED	CHANGE
<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	-
		1,599,156	1,821,554	1,297,200	2,439,000	617,446
<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
		39,857	62,175	102,400	72,000	9,825
<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**

	2021				CHANGE	
	2020 ACTUAL	ADOPTED (AMENDED)	2021 PROJECTED	2022 PROPOSED		
<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>\$ 13,865,800</b>	<b>\$ 21,640,800</b>	<b>\$ 2,356,783</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 Gorgonio 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, tanks, 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

<b>Beaumont-Cherry Valley Water District Salary Schedule</b>							
<b>Effective: January 1, 2022</b>	<b>Hourly Rates (per step)</b>					<b>Annual Range</b>	
<b>Classification</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<i>(based on 2080 hours)</i>	
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
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	negotiated contract				115.57		240,385.60
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 tank.
- 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 Phase II to intercept relatively clean urban runoff. Watershed area = 505 acres, for 10year 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 purchase 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 will 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 File Room 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 Canyon Rd, Palmer to Tukwet Canyon (\$5,373,900)**  
Install 24" recycled water main in San Timoteo Canyon Road from Palmer Avenue to Tukwet Canyon Parkway.
- NP-2600-0002 12" Tukwet Canyon, Champions to Suncal Tract (\$615,900)**  
Install 12" recycled water main in Tukwet Canyon Parkway from Champions Drive 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 Parkway 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 Parkway 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



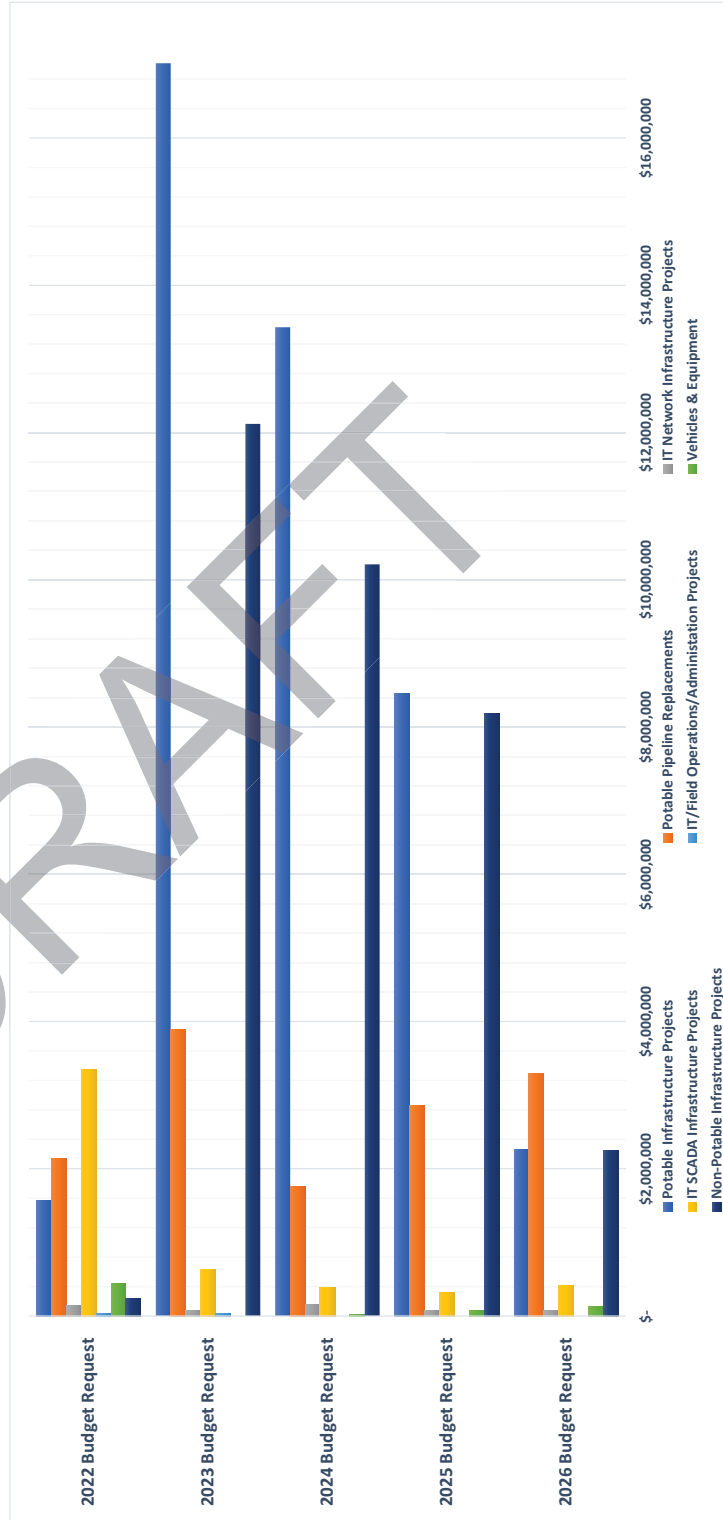


**Beaumont-Cherry Valley Water District  
2022-2026 Capital Improvement Budget**

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**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	\$ 2,288,700	\$ 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	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.

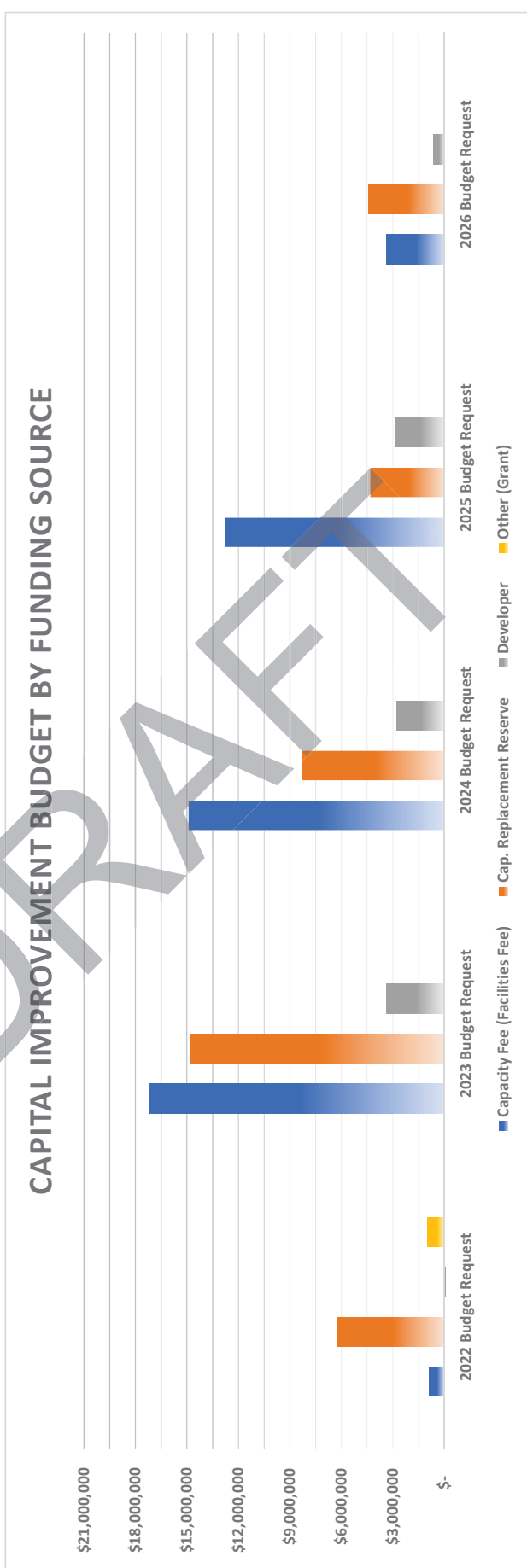


**Beaumont-Cherry Valley Water District  
2022-2026 Capital Improvement Budget**

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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**  
**2022-2026 Capital Improvement Budget**  
**Appendix C**  
**2022 - 2026 Capital Improvement Budget Detail**

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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	2,686,700	-	2,861,000	-	-	293,200	293,200
WR		Grand Avenue Storm Drain	-	-	-	-	-	-	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  
2022-2026 Capital Improvement Budget  
Appendix C  
2022 - 2026 Capital Improvement Budget Detail**

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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	67,200	311,400	-	-	-	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 Altejio 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>



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

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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	(7)	Workstation Replacement project	(15,900)	33,900	18,000	18,000	18,000	18,000	90,000
IT-NETW-0011		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
IT-NETW-0014		Network Infrastructure and Equipment (Network Switches, Firewall Appliances, SAN Storage, Tape/Backup Storage, Power Capacity)	-	-	-	85,000	-	-	85,000
		<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	115,400	33,200	33,200	-	-	-	66,400
IT-ADMIN-0002	(1)	Board Room Audio / Video System	23,700	-	-	-	-	-	115,400
IT-ADMIN-0003		Front Office Space Reconfiguration & Furniture Replacement	-	-	-	-	-	-	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	-	33,200
VE-TRUK-0004		2018 Ford F250 Reg Cab 4 X 4 (Aug, 2017) Unit #33	-	-	-	-	38,200	-	38,200
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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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 3105G (Aug, 2009)	-	20,000	-	-	-	-	20,000
VE-HEAV-0003	(8)	Large Trailer for Heavy Equipment Transport	-	19,800	-	-	-	-	19,800
VE-EQIP-0001		Air Compressor (May, 1998)	-	-	-	19,800	-	-	19,800
VE-EQIP-0002		Ingersoll Rand Air Compressor (Dec, 2008)	-	-	-	-	-	-	-
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	1,000,800	2,811,500
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**  
**2022-2026 Capital Improvement Budget**  
**Appendix C**  
**2022 - 2026 Capital Improvement Budget Detail**

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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

**Preliminary Fiscal Year 2021 Operating Budget Carryover Schedule**

Account No.	Account Description	Carryover Amount	Carryover Description
01-30-310-580036	Other Professional Services	7,500	Miscellaneous fee (administrative cost recoveries) study contract with Raftelis Financial Consultants, Inc. approved by Board on 8/12/2020.
01-30-320-500176	District Professional Development	17,000	Leadership Academy/Management Training contract with HR Dynamics
01-30-320-580036	Other Professional Services	18,500	Compensation Study contract with Koff Associates approved by Board on 7/14/2021
01-40-410-520061	Maintenance & Repair-Pumping Equipment	48,900	Parts and labor for Well 25 motor repair
01-40-410-520061	Maintenance & Repair-Pumping Equipment	5,500	Parts and labor for Well 23 motor repair
01-40-440-540078	Reservoirs Maintenance	54,500	Reservoir cleaning for 2021
<b>Operating Budget Carryover Total</b>		<b>151,900</b>	

**Background**

Staff requests that \$151,900 in unspent funds budgeted for fiscal year 2021 be carried over to the 2022 fiscal year. This is a preliminary list of encumbered or known individual operating expenses in the amount of \$5,000 or more that are anticipated to be spent under a contract or purchase order. Funding for equipment and vehicle purchases and capital projects that are not yet complete is carried forward as a matter of routine. Any request for the carryover of operating funds is reviewed in detail by the Finance and Administrative Services Department and must be justified by the requesting Department.



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 8, 2021**

Item 6

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Consideration of Award of Contract for Well 23 – Well and Well Pumping Unit Rehabilitation and Repair and Authorization of Additional Motor Repair or Replacement**

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**Staff Recommendation**

1. Authorize the General Manager to enter into a contract not to exceed \$211,300 (rounded) with Legend Pump and Well Services, Inc. to perform the work necessary to remove, inspect, and repair the District's existing Well 23 pumping unit and to rehabilitate the well.
2. Authorize the General Manager to expend additional funding for electric motor inspection and repair work for a not to exceed amount of \$104,500.

**Background**

Well 23 is located at 39500 Brookside Avenue, east of Beaumont Avenue and west of Lemon Avenue. District records indicate that Well 23 was constructed (drilled) in 2002 to a depth of 1,500 feet. The well construction consists of approximately 740 feet of louvered casing and 760 feet of blank casing. Well 23's motor is an 800 horsepower (HP) electric motor. Well 23 provides 1,300 gallons per minute (gpm) to the District's 2850 pressure zone.

In October 2021, District staff observed excessive noise emanating from Well 23's 800 HP motor. Upon further investigation and consultation with Sulzer (the District's electric motor vendor), it was recommended that the noise be further investigated to determine the condition of the bearings and rotor. Based upon recent experiences, Staff identifies the need for possible replacement of said components. Staff further identified that Well 23's subsurface equipment has not been serviced since 2012 and is due for preventative maintenance and rehabilitation.

Staff solicited bids for Well 23 – Well and Well Pumping Unit Rehabilitation and Repair in the local newspaper, on the District's Website and by email notification of entities that have selected to be included in the District's bid solicitation email notification. Staff identifies that eight (8) emails to five (5) different pump and well service vendors were sent as part of the bid solicitation process. Sealed bids were received from only one (1) pump and well service company and publicly opened on November 22, 2021. The bid results are set forth in Table 1 hereafter, and include the Base Bid Schedule, and the possible Additive Bid Items for Chemical Well Rehabilitation and the replacement of the pumping unit bowl assembly (if needed). Staff anticipates chemical well rehabilitation, and the replacement of subsurface equipment may not be required but Staff requests the Board approve expenditures for these items in the event the well inspection video and physical equipment inspection present evidence that the additive work and replacement of equipment are necessary.

Staff has completed a review of the submitted bid and has determined that Legend Pump & Well Services, Inc. has provided a bid that is commensurate with recent work activities of a similar



nature, performed on various District owned well and well pumping unit equipment (Well 24, Well 29 and Well 22). The bid amounts set forth in Table 1 below include Base Bid Amounts which establish the Basis of Award and are based on the Scope of Work-Fee Schedule included in the bid packet. Said Scope of Work – Base Bid, sets forth the minimum probable work with pumping unit, pump column, tube and shaft refurbishment (but not replacement) together with costs for chemical well rehabilitation and bowl assembly replacement (if needed).

**Table 1  
WELL 23 PUMP REPAIR AND WELL REHABILITATION  
SUMMARY OF BID RESULT**

<b>Bidder</b>	<b>Base Bid Amount (Basis of Award)</b>	<b>Additive Bid Item Chemical Well Rehabilitation</b>	<b>Additive Bid Item New (Pumping Unit)</b>	<b>Total Bid Amount (Base Bid, Chemical Well Rehabilitation and New Pumping Unit Bowl Assembly)</b>
<b>Legend Pump &amp; Well Services, Inc.</b>	<b>\$68,550.00</b>	\$86,225.00	\$37,230.00	<b>\$192,005.00</b>

Based upon the excessive motor noise, Staff expects some (possibly major) motor repair work will be required for Well 23’s 800 Hp electric motor. Until Well 23’s electric motor is evaluated at the Sulzer repair facility, and a report identifying necessary repair work is completed, it is uncertain what said repair costs will be. Further, in April 2021, under the Well 25 emergency declaration, Staff purchased a new 800 HP electric Motor from Sulzer for \$95,921.00 and experienced a twenty (20) week acquisition period from the time of order. While Staff does not anticipate the need to replace the Well 23 800 HP motor, Staff recommends that the Board authorize funding that will provide for any motor repair activity up to and including replacement.

**Summary**

Staff recommends a contingency of approximately 10% as identified in Table 2 and Table 3 hereafter, to provide for minor maintenance items which may need to be replaced as part of the work activities.

At this time, staff requests that the Board authorize the General Manager to enter into a contract for the repair and rehabilitation of Well No. 23 with Legend Pump & Well Services, Inc., and authorize additional funds for the repair (or possible replacement) of Well 23’s 800 HP electric motor in the amount set forth in Table 2 and Table 3, hereafter.





**Table 2  
WELL 23 PUMP REPAIR AND WELL REHABILITATION  
REQUESTED WORK AUTHORIZATION COST SUMMARY**

<b>Work Item</b>	<b>Description of Work</b>	<b>Well Rehabilitation and Repair Costs (Recommended Authorized Costs)</b>
1	Base Bid Work (Pump Removal, Well Videos, Well and Pump Bowl Refurbishment and Rehabilitation)	\$68,550.00
2	Chemical Well Rehabilitation (Additive Bid Item to be performed as necessary)	\$86,225.00
3	Replacement of Well 23 Pumping Unit Bowl Assembly (as needed)	\$37,230.00
<b>Total Bid Amount</b>		<b>\$192,005.00</b>
<b>Contingency (~10%)</b>		<b>\$19,200.50</b>
<b>Total Requested Authorization (Rounded)</b>		<b>\$211,300.00</b>

Table 3 sets forth maximum identified costs for motor repair or replacement, and Staff recommends the Board authorize a not to exceed repair amount up to the cost to replace said 800 HP electric motor.

**Table 3  
WELL 23 MOTOR REPAIR OR REPLACEMENT SUMMARY**

<b>Work Item</b>	<b>Description of Work</b>	<b>800 HP Electric Motor</b>
1	800 HP Electric Motor Inspection and Repair (Replacement of the 800 HP Motor, as Needed)	\$95,000.00
<b>Contingency (~10%)</b>		<b>\$9,500.00</b>
<b>Total Requested Authorization</b>		<b>\$104,500.00</b>

The total requested approval amount based on Table 2 and Table 3 above is \$315,800.00 (Well rehabilitation and repair \$211,300 and Motor repair or replacement \$104,500). In the event the inspection of the well, pumping unit and 800 HP electric motor indicates the need to perform additional work to restore Well 23 to service in excess of the \$315,800.00 identified herein, Staff will seek additional direction from the Board of Directors before additional action is taken.



## **Fiscal Impact**

The fiscal impact to the District will be an amount not to exceed \$315,800.00, as set forth in Table 2 and Table 3 above. This not-to-exceed amount includes additional funds over the base bid amount to cover the cost of chemical treatment (as needed), replacement of the pumping unit (as needed), inspection and repair of the 800 HP electric motor (or replacement of said motor, as needed), and to provide approximately 10% contingencies for replacement of normally worn well components and motor delivery costs. Funds are available from the draft 2022 Operating Budget, Maintenance and Repair – Pumping Equipment, GL # 01-40-410-520061, and from Capital Replacement Reserve funds for the completion of this work.

Report prepared by James Bean, Director of Operations



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 8, 2021**

Item 7

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT:** Resolution 2021-\_\_ Amending Policies and Procedures Manual Part II  
Section 5: Policy 4025 Board Meetings and Section 6C Director Requests  
Regarding Addition of Items to Agenda

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**Staff Recommendation**

Adopt Resolution 2021-\_\_: Amending the District's Policies and Procedures Manual Part II Section 5 Board Meetings and Section 6 Board Meeting Agendas.

**Background**

The Board requested staff to present an option for consideration of a policy on rotation of officers. At the November 10, 2021 and November 22, 2021 Regular Meetings, the Board discussed components of the policy, and directed staff regarding the revisions.

In addition, District legal counsel James Markman advised the Board to include a policy regarding the addition of items to the agenda.

**Summary**

To be effective for the 2022 term, the Board should adopt a policy on or before the December 21, 2021 regular meeting and the election of officers.

**Rotation Policy – Attachments 1A and 1B**

The District's current Policies and Procedures Manual, Part II, Section 5 would be amended and renumbered as Policy 4025. A redline version of the proposed new policy language with comparison to the original policy language is attached as Attachment 1A.

The current portion of the policy proposed to be substantially amended reads:

**Annual Organizational Meeting.** The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will elect a President, Vice President, Secretary and Treasurer from among its members to serve during the coming calendar year, and will appoint a staff member recommended by the General Manager as the Board's Recording Secretary.

**For Board consideration:** Staff notes there are three sections of the proposed Policy 4025 remaining in question (highlighted on Attachment 1B in **bold**) and requests clarification from the Board:



- Section 4025.4 (4)

In the event that two or more Board members are appointed at the same time, the newly appointed Board members will be placed on the rotation list in the order determined by **the outgoing Board President.**

Rather than a random selection, the Board indicated that the rotation of appointed directors will be set by the Board President. Staff made the assumption that this responsibility would fall to the outgoing president, not the president-elect for the next year's term, in order to prevent the appearance of conflict or favoritism. The Board may approve this detail or direct staff as desired.

- Section 4025.4 (X)

To establish the rotation, an election will be held.

This section was deleted from the policy per Board discussion at the November 22 meeting. However, it is this section that provides for the initial establishment of the rotation list by election, which would be held at the Annual Reorganization Meeting on December 22, 2021. Without this key provision, the Board will not have an established method of how to set up the rotation. Staff has retained the section in red on Attachment 1B for Board reconsideration.

In the event that this section is deleted, staff requests Board direction regarding the establishment of the initial rotation of officers in order to prepare for the annual reorganization meeting on December 22, 2021, if there is not to be an election.

- Section 4025.4 (7)

At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will have on the position of Board members in the rotation for future elections/appointments.

The Board had mentioned the desire for an “escape clause” in the event that the automatic rotation of officers was opposed by a majority of the Board for any reason. This section is that said escape clause. Without it, in order to suspend the automatic rotation, the Board would have to pass a resolution amending the policy. At the November 22, 2021 meeting, one director favored deleting this section, another director advocated to retain it. There was no consensus reached. Staff recommends retaining the section in order to allow the Board flexibility in the event of any unforeseen circumstances.



### Agenda policy – Attachment 2

Per advice of legal counsel, the Board may also consider amending Policies and Procedures Manual, Part II, Section 6C related to the addition of items to the meeting agenda. At its November 22, 2021 meeting, the Board rejected the recommended amendments but retained the one proposed clarification to the policy regarding submission of agenda items to the general manager.

Legal Counsel James Markman has reviewed the policy items and has indicated he sees no legal defect.

**Fiscal Impact:** None.

### **Attachments:**

Attachment 1A – Proposed Policy 4025 redline

Attachment 1B – Rotation Policy redline for discussion / determination

Attachment 2 – Agenda Policy redline

Attachment 3 – Resolution 2021-\_\_ (with Exhibit A)

Staff Report prepared by Lynda Kerney, Administrative Assistant

# ATTACHMENT 1A

BEAUMONT-CHERRY VALLEY WATER DISTRICT

BOARD OF DIRECTORS

**POLICY TITLE: BOARD MEETINGS**  
**POLICY NUMBER: 4025**

of themselves to act as chairperson of the meeting.

4025.1 **Regular Meetings.** Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room at 560 Magnolia Avenue, Beaumont, California, 92223-2258. The date, time, and place of regular Board meetings may be reconsidered annually at the annual organizational meeting of the Board.

4025.2 **Special Meetings and Workshops.** Special Meetings and Workshops of the Board of Directors may be called by the Board President or by a majority of the Board.

1. All Directors shall be notified of a Special Board Meeting and/or Workshop and the purpose or purposes for which it is called. Said notification shall be in writing, received by them at least ~~twenty-four~~ (24) hours prior to the meeting.

4025.3 **Adjourned Meetings.** A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager or their designee may declare the meeting adjourned to a stated time and place, and they/he/she shall cause a written notice of adjournment to be given to those specified in the paragraph above.

4025.4 **Annual Organizational Meeting.** The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of elect a pPresident, vVice pPresident, sSecretary, and [Treasurer, from among its members to serve during the coming calendar year, and will appoint a staff member recommended by the General Manager as the Board's Recording Secretary.

1. Rotation of Officers.
  - a. The offices of president, vice president, secretary, and treasurer will rotate annually with the vice president succeeding the president, the secretary succeeding the vice president, and the treasurer succeeding the secretary.
  - b. The Board member serving as president before the annual organizational meeting shall rotate out of that position and into the fifth position in the rotation among Board members.
  - c. The Board member serving as vice president before the annual meeting shall be appointed to the office of president.
  - d. Any Board member who takes office as a new member of the Board, as opposed to taking office upon reelection, shall take the fifth position in the rotation among the Board members as of the annual organizational meeting. At the time of such an event, the other Board members shall then be rotated to one higher position in the rotation.
2. At each Annual Organizational Meeting, all newly elected or newly appointed Board members will be added to the rotation list above the outgoing president and below all reelected.
3. In the event that two or more Board members are elected in the same election, the newly elected Board members will be placed in the rotation list in the order of the highest number of votes received to the lowest number of votes received.
4. In the event that two or more Board members are appointed at the same time, the newly appointed Board members will be placed on the rotation list in the order determined by the outgoing Board president.
5. If a Board member declines the automatic nomination for the next office in the rotation, a vote may be held to fill the office, or the rotation may move forward to fill the position with the declining Board member returning to the fifth position.

## 5. BOARD MEETINGS

- A. **Regular Meetings.** Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room at 560 Magnolia Avenue, Beaumont, California, 92223-2258. The date, time and place of regular Board meetings may be reconsidered annually at the annual organizational meeting of the Board.
- B. **Special Meetings and Workshops.** Special Meetings and Workshops of the Board of Directors may be called by the Board President or by a majority of the Board.
  - i. All Directors shall be notified of a Special Board Meeting and/or Workshop and the purpose or purposes for which it is called. Said notification shall be in writing, received by them at least twenty-four (24) hours prior to the meeting.
- C. **Adjourned Meetings.** A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager may declare the meeting adjourned to a stated time and place, and he/she shall cause a written notice of adjournment to be given to those specified in the subparagraph above.
- D. **Annual Organizational Meeting.** The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will elect a President, Vice President, Secretary and Treasurer from among its members to serve during the coming calendar year, and will appoint a staff member recommended by the General Manager as the Board's Recording Secretary.
- E. **Agenda Order.** The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.
- F. **Public Involvement.** The President and the General Manager shall ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

## 6. BOARD MEETING AGENDAS

- A. **Agenda.** The General Manager, in cooperation with the Board President and/or Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors in accordance with the Ralph M. Brown Act.
- B. **Public Requests.** Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:
  - i. The request must be in writing and be submitted to the General Manager together with supporting documents and information, if any, at least ten (10)

Adopted by Resolution 21-XX, DATE

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6. In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

7. At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will have on the position of Board members in the rotation for future elections/appointments.

4025.5 Recording Secretary. A staff member recommended by the General Manager, or their designee, shall be appointed by the Board as the Board's Recording Secretary.

4025.6 **Agenda Order.** The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

4025.7 **Public Involvement.** The President and the General Manager, or their designee, shall ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

POLICY TITLE: BOARD MEETINGS  
 POLICY NUMBER: 4025

ATTACHMENT 1B
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4025.1 **Regular Meetings.** Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room at 560 Magnolia Avenue, Beaumont, California, 92223-2258. The date, time, and place of regular Board meetings may be reconsidered annually at the annual organizational meeting of the Board.

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1. All Directors shall be notified of a Special Board Meeting and/or Workshop and the purpose or purposes for which it is called. Said notification shall be in writing, received by them at least ~~twenty-four~~ (24) hours prior to the meeting.

4025.3 **Adjourned Meetings.** A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager or their designee may declare the meeting adjourned to a stated time and place, and ~~they/he/she~~ shall cause a written notice of adjournment to be given to those specified in the paragraph above.

4025.4 **Annual Organizational Meeting.** The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of elect a pPresident, vVice pPresident, sSecretary, and tTreasurer. ~~from among its members to serve during the coming calendar year, and will appoint a staff member recommended by the General Manager as the Board's Recording Secretary.~~

1. Rotation of Officers.

- a. The offices of president, vice president, secretary, and treasurer will rotate annually with the vice president succeeding the president, the secretary succeeding the vice president, and the treasurer succeeding the secretary.
- b. The Board member serving as president before the annual organizational meeting shall rotate out of that position and into the fifth position in the rotation among Board members.
- c. The Board member serving as vice present before the annual meeting shall be appointed to the office of president.
- d. Any Board member who takes office as a new member of the Board, as opposed to taking office upon reelection, shall take the fifth position in the rotation among the Board members as of the annual organizational meeting. At the time of such an event, the other Board members shall then be rotated to one higher position in the rotation.
2. At each Annual Organizational Meeting, all newly elected or newly appointed Board members will be added to the rotation list above the outgoing president and below all reelected.
3. In the event that two or more Board members are elected in the same election, the newly elected Board members will be placed in the rotation list in the order of the highest number of votes received to the lowest number of votes received.
4. In the event that two or more Board members are appointed at the same time, the newly appointed Board members will be placed on the rotation list in the order determined by the **outgoing** Board president.
5. If a Board member declines the automatic nomination for the next office in the rotation, a vote may be held to fill the office, or the rotation may move forward to fill the position with the declining Board member returning to the fifth position.

Adopted by Resolution 21-XX, DATE

6. In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

7. At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will have on the position of Board members in the rotation for future elections/appointments.

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# ATTACHMENT 2

## Proposed Policy

Part II, Section 6C:

- C. **Director Requests.** **By contacting the General Manager,** ~~Any~~ ~~two~~ Directors may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:
- i. The request must be in writing and submitted to the Board President and General Manager together with supporting documents and information, if any, by noon at least six ~~(6)~~ working days prior to the date of the next scheduled regular meeting.
  - ii. ~~If an agenda item placed by two agreeing directors on the agenda for initial discussion would require a significant expenditure of staff time or other resources, such as the engagement of an outside consultant, the majority of the Board must authorize the agenda item and preparation of the staff report to be presented at a future meeting.~~

## Current Policy Adopted December 18, 2019 via Resolution 2019-16

Part II, Section 6C:

- C. **Director Requests.** Any Director may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:
- i. The request must be in writing and submitted to the Board President and General Manager together with supporting documents and information, if any, by noon at least six (6) working days prior to the date of the next scheduled regular meeting.

**NOTE:**

The green ~~strikethrough~~ changes were rejected by the Board and will not be included in the amendment.

**RESOLUTION 2021-\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT AMENDING THE DISTRICT'S POLICIES AND PROCEDURES MANUAL PART II: APPLICABLE TO BOARD OF DIRECTORS AND STAFF**

**WHEREAS**, on March 18, 2009 the Board of Directors of the Beaumont-Cherry Valley Water District adopted Resolution 2009-05, establishing a Policy and Procedures Manual applicable to Board of Directors and District staff; and

**WHEREAS**, pursuant to Water Code 21376 et. seq. and Beaumont-Cherry Valley Water District Policies and Procedures Manual Part II, Section 5, the Board of Directors “shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will elect a President, Vice President, Secretary and Treasurer from among its members to serve during the coming calendar year;” and

**WHEREAS**, the Board of Directors has determined that it is in the best interests of the District and to establish equality of opportunity, that the officers of the Board shall be automatically appointed pursuant to an established rotation; and

**WHEREAS**, the Board of Directors has reviewed and considered the revisions and additions to the BCVWD Policy and Procedures Manual Part II attached as Exhibit A, finds the policies relevant and acceptable, deems it to be in the best interests of the District, and desires that the following actions be taken,

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of the Beaumont-Cherry Valley Water District as follows:

1. The BCVWD Policies and Procedures Manual, Part II Section 5 is replaced in entirety with Policy 4025 as attached hereto as Exhibit A.
2. The BCVWD Policies and Procedures Manual Part II Section 6C is hereby amended to read:
  - C. Director Requests.** By contacting the General Manager, any Director may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:
    - i. The request must be in writing and submitted to the Board President and General Manager together with supporting documents and information, if any, by noon at least six working days prior to the date of the next scheduled regular meeting.

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**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

\_\_\_\_\_  
Director Daniel Slawson, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

\_\_\_\_\_  
Director Andy Ramirez, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

Attachment – Exhibit A

DRAFT



POLICY TITLE: BOARD MEETINGS  
POLICY NUMBER: 4025

## EXHIBIT A

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4025.4 **Annual Organizational Meeting.** The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of president, vice president, secretary, and treasurer.

1. Rotation of Officers.
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6. In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for

Adopted by Resolution 21-XX, DATE

the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

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**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 8, 2021**

Item 8

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Continued Review of California Drought Conditions, District Urban Water Management Plan Drought Restrictions and BCVWD Resolution 2014-05 Regarding Issuance of Will-Serve Letters and Other Drought Response**

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**Staff Recommendation**

None. Direct staff as desired.

**News:**

**Notice to State Water Contractors from the Department of Water Resources dated 12/1/2021** (See Attachment 1)

Initial allocation from Department of Water Resources California State Water Project identified in the attached "Notice to State Water Project Contractor" results in an effective 0% initial allocation with some supply for water needs; indoor use only (thus 55 gpd) for health and safety demands in areas that do not have alternate supplies.

The SGPWA Region is early in the water year and BCVWD staff understands that the SGPWA will continue to provide updates regarding the State Water Project Allocation.

**State Water Board Releases Draft Emergency Regulations Prohibiting Wasteful Water Use**  
Public Comment Sought; Board vote scheduled for January 7, 2022  
(See Attachment 2)

[https://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/emergency\\_regulation.html](https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/emergency_regulation.html)

**California Drought: State Water Project will deliver no water to most communities next year**  
The Mercury News (12/1/2021)

<https://www.mercurynews.com/2021/12/01/california-drought-state-water-project-will-deliver-no-water-next-year/>

CA is in a drought: we can't ignore it

*State Affairs: The state is facing an extreme drought, and yet people don't seem to be talking about what we can and must do to support our communities.*

The Daily Californian (11/329/2021)

<https://www.dailycal.org/2021/11/29/ca-is-in-a-drought-we-cant-ignore-it/>

Why can't we just move water to solve a drought?

KTLA Los Angeles (11/27/21)

<https://ktla.com/news/california/why-cant-we-just-move-water-to-solve-a-drought/>



The drought is going to stick around for a third year in California  
SF Chronicle (11/18/2021)

<https://www.sfchronicle.com/bayarea/article/The-drought-is-going-to-stick-around-for-a-third-16632649.php>

Drought Monitor shows drop in most critical category for parts of California  
*Northern California is pulling away from the most severe levels of drought seen in the past few years, but conservation is still needed*

ABC News 10 (11/25/2021)

<https://www.abc10.com/article/weather/forecast/drought-monitor-shows-drop-most-critical-parts-of-california/103-2e21a883-df78-484e-b548-198932001a91>

California drought unlikely to end this winter

*Forecasters expected continued dry, warm weather for Southern California*

OC Register (11/22/2021)

<https://www.ocregister.com/2021/11/22/california-drought-unlikely-to-end-this-winter/>

California backslides on water conservation amid drought

Santa Monica Daily Press (11/17/2021)

<https://www.smdp.com/california-backslides-on-water-conservation-amid-drought/210527>

CA Water Commission: State Water Project Drought Operations

*DWR prepares for another dry year*

Maven's Notebook (11/17/2021)

<https://mavensnotebook.com/2021/11/17/ca-water-commission-state-water-project-drought-operations/>

## **Resources**

State Water Project

<https://water.ca.gov/Programs/State-Water-Project>

## **Attachments**

1. Notice to State Water Contractors from the Department of Water Resources dated 12/1/2021
2. State Water Board Releases Draft Emergency Regulations Prohibiting Wasteful Water Use
3. Current Reservoir Conditions – November 9, 2021
4. California Drought Monitor Map – November 13, 2021
5. BCVWD Water Shortage Contingency Plan
6. Resolution 2014-05
7. BCVWD Rules and Regulations Part 5 – Drought Surcharges

**NOTICE TO STATE WATER PROJECT CONTRACTORS****Attachment 1****Date:** 12/1/2021**Number:** 21-07**Subject:** 2022 State Water Project Initial Allocation – Minimum Human Health and Safety

**From:**


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**Ted Craddock**  
**Deputy Director, State Water Project**  
 Department of Water Resources

Due to persistent dry conditions over the last several years coupled with the elevated risk of continuing drought conditions, the Department of Water Resources (DWR) will be allocating the initial 2022 State Water Project (SWP) available supplies on a basis that ensures the SWP long-term water supply contractors (Contractors) can meet their outstanding minimum human health and safety demands for water (health and safety allocation). Pursuant to Article 18(a) of the long-term water supply contract between DWR and each of the SWP Contractors, the initial 2022 SWP allocation will be based on minimum unmet water demands to meet domestic supply, fire protection, and sanitation needs (referred to herein as “health and safety” needs) during the year. These health and safety needs are determined to be not more than 55 gallons per capita per day (gpcd), consistent with the recent State Water Resources Control Board (SWRCB) emergency curtailment regulations<sup>1</sup>.

Accordingly, DWR’s initial 2022 SWP allocation is based on the SWP Contractors’ needs for imported SWP water supplies necessary to meet the **unmet** 55 gpcd in their service areas, as identified in the 2022 water delivery schedules submitted to DWR in early October 2021. Consistent with the SWRCB regulations, in determining each SWP Contractor’s allocation, DWR will consider whether feasible alternate supplies are available to meet the identified health and safety needs. If a Contractor’s undelivered SWP water (e.g., SWP water stored outside of the Contractor’s service area under Article 56 of the water supply contracts) can be utilized to meet all or a portion of the Contractor’s minimum health and safety needs, such water shall be used as available. These offsets, some of which have already been identified in the Contractors’ October 2021 submittals, will reduce the SWP Contractor’s health and safety allocation. Exceptions to the 55 gpcd may be requested for the DWR Director’s consideration and approval.<sup>2</sup>

<sup>1</sup> Cal. Code Regs., tit. 23, §§ 877.1(g), 878.; see also [https://www.waterboards.ca.gov/drought/delta/docs/deltareg\\_oal\\_approval.pdf](https://www.waterboards.ca.gov/drought/delta/docs/deltareg_oal_approval.pdf).

<sup>2</sup> In considering requests for exceptions to the 55 gpcd limit, DWR will apply the criteria set forth in the SWRCB emergency curtailment regulations (see Cal. Code Regs., tit. 23, § 878.1(b)(2)).  
DWR 9625 (Rev. 3/12)

## **NOTICE TO STATE WATER PROJECT CONTRACTORS**



This initial allocation is consistent with the long-term water supply contracts and public policy. DWR may revise this allocation if there are significant changes to hydrologic and water supply conditions. DWR will also consider any changes to the availability of the Contractors' other supplies that may affect the unmet 55 gpcd calculation. If a Contractor foresees any changes to their original schedule submitted in October 2021, they are requested to communicate such changes to DWR in a timely manner.

If you have any questions or need additional information, please contact John Leahigh, Water Operations Executive Manager, at (916) 902-9876.

TE 12/1/2021

BGH 12/1/2021

JL 12/1/2021





## Attachment 2

# NEWS RELEASE: STATE WATER BOARD RELEASES DRAFT EMERGENCY REGULATIONS PROHIBITING WASTEFUL WATER USE

## PUBLIC COMMENT SOUGHT; BOARD VOTE SCHEDULED FOR JANUARY 7, 2022

**Source:** State Water Resources Control Board

**Date:** Nov. 30, 2021

**SACRAMENTO** – As California continues to face severe drought conditions exacerbated by climate change, today the State Water Resources Control Board (State Water Board) released a draft emergency regulation to prohibit water waste and bolster water conservation. Members of the public can comment on the draft before the State Water Board considers it for adoption early next year.

If passed, the regulation will make wasteful water practices, such as excessive irrigation causing runoff, using potable water for street cleaning, or irrigating landscapes within 48 hours of measurable rainfall, a violation for all Californians, including businesses and institutions.

Local water districts would be expected to enforce the regulations, and violations could result in fines. In addition, the regulation would allow the State Water Board to prevent homeowners associations from restricting water conservation measures, like installing drought-tolerant landscaping.

The emergency regulation draws on Governor Newsom's October [drought proclamation](#), which directed the State Water Board to consider and adopt the prohibitions if necessary.

### How to submit written comments on the draft emergency regulations:

Members of the public can provide feedback on the draft regulation **no later than noon P.S.T., Thursday, December 23, 2022**, as follows:

Email comments to: [commentletters@waterboards.ca.gov](mailto:commentletters@waterboards.ca.gov), with a courtesy copy to [Christopher.Hyun@waterboards.ca.gov](mailto:Christopher.Hyun@waterboards.ca.gov), or send comments via mail or hand delivery addressed to:

- Jeanine Townsend, Clerk to the Board
- State Water Resources Control Board
- P.O. Box 100, Sacramento, CA 95812-2000 (by mail)
- 1001 I Street, 24th Floor, Sacramento, CA 95814 (by hand delivery)

### Background:

California and the entire Western United States are facing a significant drought in the wake of one the driest periods on record. Climate change is making droughts more frequent and severe. The current drought has already caused significant impacts to ecosystems, agricultural production, and municipal water supplies across the state. Although Californians have maintained lower water use from conservation actions taken during the last drought, there is still significant statewide conservation potential, and conservation is the quickest and least costly way to stretch water supplies.

On October 19, 2021, the Governor issued a statewide drought proclamation that enabled the State Water Board to ban wasteful water practices. The prohibited practices proposed in the draft regulation published today are listed in full below:

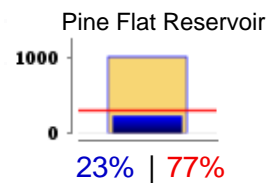
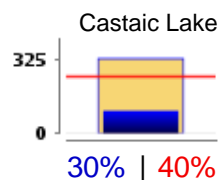
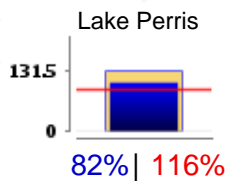
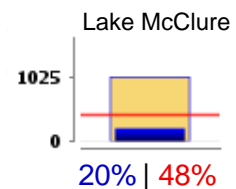
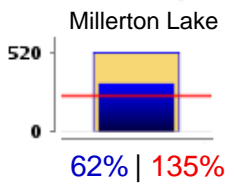
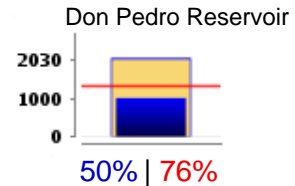
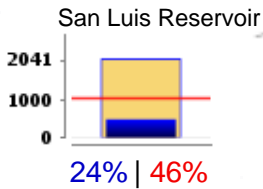
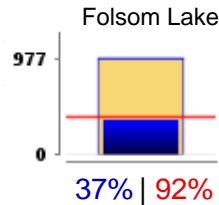
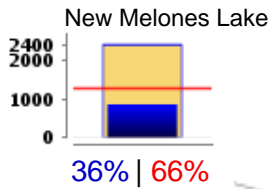
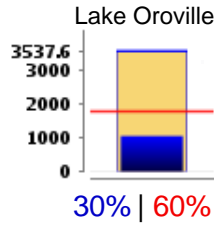
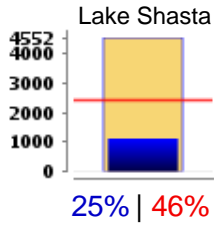
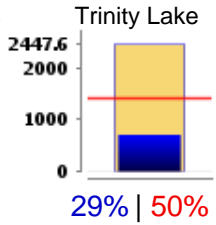
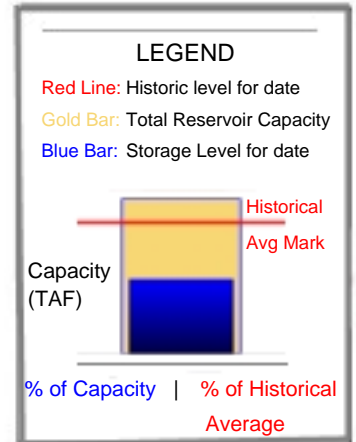
- The application of potable water to outdoor landscapes in a manner that causes more than incidental runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures;
- The use of a hose that dispenses water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use;
- The use of potable water for washing sidewalks, driveways, buildings, structures, patios, parking lots, or other hard surfaced areas, except in cases where health and safety are at risk;
- The use of potable water for street cleaning or construction purposes, unless no other method can be used to protect the health and safety of the public;
- The use of potable water for decorative fountains or the filling or topping-off of decorative lakes or ponds, with exceptions for those decorative fountains, lakes, or ponds that use pumps to recirculate water and only require refilling to replace evaporative losses;
- The application of water to irrigate turf and ornamental landscapes during and within 48 hours after measurable rainfall of at least one fourth of one inch of rain. In determining whether measurable rainfall of at least fourth of one inch of rain occurred in a given area, enforcement may be based on records of the National Weather Service, the closest CIMIS station to the parcel, or any other reliable source of rainfall data available to the entity undertaking enforcement of this subdivision; and
- The use of potable water for irrigation of turf on public street medians or publicly owned or maintained landscaped areas between the street and sidewalk.



# CURRENT RESERVOIR CONDITIONS

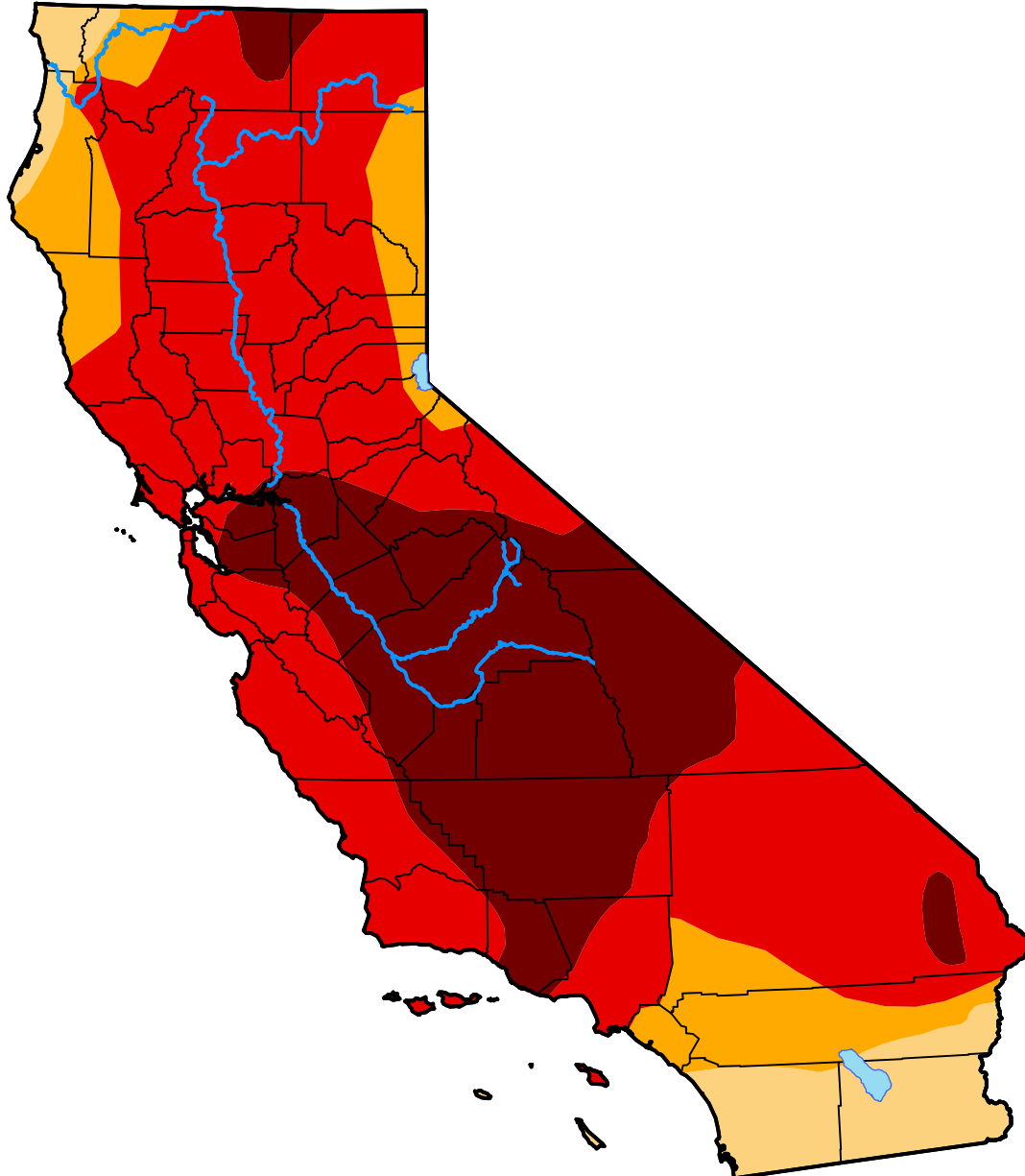
## SELECTED WATER SUPPLY RESERVOIRS

Midnight: November 30, 2021



# U.S. Drought Monitor California

**November 30, 2021**  
(Released Thursday, Dec. 2, 2021)  
Valid 7 a.m. EST



*Drought Conditions (Percent Area)*

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	0.00	100.00	100.00	92.43	80.28	28.27
<b>Last Week</b> <i>11-23-2021</i>	0.00	100.00	100.00	92.43	80.28	28.27
<b>3 Months Ago</b> <i>08-31-2021</i>	0.00	100.00	100.00	95.56	88.37	47.40
<b>Start of Calendar Year</b> <i>12-29-2020</i>	0.00	100.00	95.17	74.34	33.75	1.19
<b>Start of Water Year</b> <i>09-28-2021</i>	0.00	100.00	100.00	93.93	87.88	45.66
<b>One Year Ago</b> <i>12-01-2020</i>	3.46	96.54	75.03	48.19	19.36	0.00

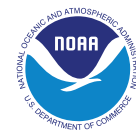
***Intensity:***

- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

*The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>*

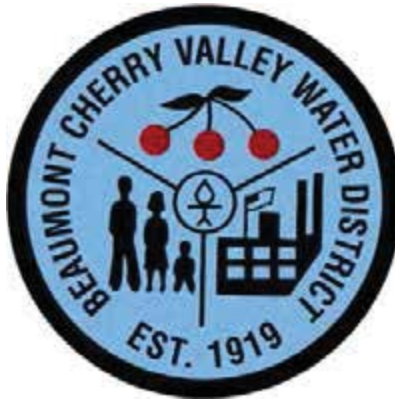
***Author:***

Richard Heim  
NCEI/NOAA



**droughtmonitor.unl.edu**

# Water Shortage Contingency Plan



**Beaumont-Cherry Valley Water District**

**July 2021**

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# Water Shortage Contingency Plan

## Overview

The Beaumont Cherry Valley Water District (BCVWD or District) has prepared this Water Shortage Contingency Plan (WSCP) in order to prepare for and respond to potential water supply shortages and constraints in accordance with recent changes to the California Water Code's (CWC) Urban Water Management Planning Act. Good planning and preparation can help maintain reliable supplies and reduce the impacts of supply interruptions.

This Plan describes BCVWD's water shortage contingency planning, and replaces the WSCP which was adopted with BCVWD's 2015 UWMP update on January 11, 2017. The planning includes staged (six stages or shortage levels) responses to a water shortage, such as a drought, that occurs over a period of time, as well catastrophic supply interruptions, which occur suddenly.

## 1 Water Supply Reliability Analysis

### **CWC 10632**

*(a) (1) The analysis of water supply reliability conducted pursuant to Section 10635.*

### 1.1 BCVWD Water Supply Portfolio

BCVWD's overall water supply portfolio includes imported State Project Water (SPW) (recharged and/or taken from banked storage), groundwater from Little San Geronio Creek (Edgar Canyon) and the Beaumont Basin, and non-potable groundwater from the Beaumont Basin. The District has a total of 24 wells (1 well is a standby). One of the wells, Well 26, can pump into either the potable water or the non-potable water system. Currently, it is pumping into the non-potable water system. The Beaumont Basin is adjudicated and managed by the Beaumont Basin Watermaster. BCVWD augments its groundwater supply with imported SPW (or other sources) from the San Geronio Pass Water Agency (SGPWA) which is recharged at BCVWD's recharge facility.

The wells in Edgar Canyon provide about 15-20% percent of the total annual supply; the rest is pumped from wells in the Beaumont Basin supplemented by recharged imported water. BCVWD's total well capacity (Edgar Canyon and Beaumont Basin) is about 27.5 mgd with the largest well out of service, which is greater than the current 21.6 mgd maximum day demand (2020).

With the majority of the District's water supply sourced from the SPW (or other sources), the District's supply is subject to varying reliability dependent upon climate conditions in the State. As indicated above, the District purchases imported water from the SGPWA. One of the State's water contractors, SGPWA has a contract with DWR for a maximum total volume of 17,300

acre-feet per year (AFY). Typically, SGPWA can rely on an allocation from the SWP of about 58% of its max contract amount, or 10,034 AF. Of this amount, BCVWD may purchase its share, which is based on the proportion of SPW purchased by other retailers in the SGPWA's service area. The SGPWA is also actively seeking additional opportunities for water transfers or exchanges from other agencies which have a surplus in supply. Any supply secured by SGPWA additional to its Table A Allocation would also be able to be purchased by BCVWD based on the proportion of volume purchased by other retailers in the area.

In the future, the District plans to utilize recycled water from the City of Beaumont to meet most of the landscape irrigation demands, which are currently served with potable water. The District also intends to supplement its supply with captured and recharged stormwater, through various projects within the District as well as a joint project with RCFC&WCD (MDP Line 16).

## **1.2 Past, Current, and Projected Demand**

The District provides potable and non-potable water to a total of approximately 19,215 residential, commercial, industrial, institutional and agricultural accounts in the City of Beaumont and the unincorporated community of Cherry Valley in Riverside and San Bernardino Counties. The bulk of the District's total demand is residential demand (in 2020, single family residential water demand made up approximately 70% of the total demand). Approximately 11% of the District's demand for 2020 was from commercial, industrial, and institutional accounts (CII). Non-potable landscape irrigation demands made up approximately 12% of the District's total demand. In 2020, the District's total water demand (potable and non-potable) was 13,818 AF. This demand includes metered data only and miscellaneous losses.

The current estimated population served by the District is 59,000. The City of Beaumont is currently experiencing rapid growth and is expected to nearly double in population by 2045. Cherry Valley, however, is not anticipated to be subject to substantial growth. Based on the projected populations in the District's service area, it is estimated that the total (potable, non-potable and recycled) water demands will increase to about 20,660 AFY by 2045 (including estimated losses). This results in an increase in demand of about 30% over the next 25 years.

## **1.3 Normal and Dry Year Reliability Analysis**

As part of the District's 2020 UWMP update, an analysis was performed to assess the potential water supplies available over the next 25 years under normal conditions, as well as the condition of a single and multiple dry years. The single and five consecutive dry year analysis was based primarily on historical SPW deliveries to BCVWD, as imported water makes up the majority of the District's supply. The District also considered how single or five consecutive dry years would affect projected stormwater capture efforts, as well as the availability of recycled water. Please see Section 8 of the District's 2020 UWMP for the methodologies used to prepare this assessment.

Table 1 below indicates the District’s projected supplies and demands over the next 25 years under normal (average) conditions.

**Table 1 – Normal Year Supply and Demand Comparison**

<b>Table 1: Normal Year Supply and Demand Comparison</b>					
	2025	2030	2035	2040	2045
Supply totals, AF	18,561	18,475	23,172	24,734	26,266
Demand total, AF	16,929	17,873	18,869	19,846	20,660
Surplus (shortfall), AF	1,632	602	4,303	4,888	5,606
NOTES: (1) Demand totals includes all potable and non-potable demand, plus any recycled water demand from golf courses. Totals also include imported water supplies (demands) for additional groundwater banking.					

As can be seen in Table 1, the District can anticipate a surplus in supply over the next 25 years. It is noted that included in the demand totals is the District’s need for additional imported water for drought proofing. Any additional surplus would also be added to the District’s storage account in the Beaumont Basin.

Table 2 below indicates the District’s projected supplies and demands over the next 25 years under single dry year conditions.

**Table 2 – Single Dry Year Supply and Demand Comparison**

<b>Table 2: Single Dry Year Supply and Demand Comparison</b>					
	2025	2030	2035	2040	2045
Supply totals, AF	7,349	7,878	8,944	9,195	9,792
Demand totals, AF	15,429	16,673	18,097	19,124	19,988
Surplus (shortfall), AF	(8,080)	(8,795)	(9,153)	(9,929)	(10,196)
NOTES: (1)The difference between the Supply and Demand will be supplemented with water from the Beaumont Basin. (2) Demand totals do not include additional groundwater banking.					

During single dry year conditions, it is expected that the District's supply will need to be supplemented with water from the storage account in the Beaumont Basin. It is noted that there will be no additional demands for groundwater banking during dry years.

In the analysis of the District's water service reliability, the projected supplies and demands were for multiple dry years were also considered. Please see Table 3 below.

**Table 3 – Multiple Dry Years Supply and Demand Comparison**

<b>Table 3: Multiple Dry Years Supply and Demand Comparison</b>						
		2025	2030	2035	2040	2045
First year	Supply totals	7,349	7,878	8,944	9,195	9,792
	Demand totals	15,429	16,673	18,097	19,124	19,988
	<b>Difference</b>	<b>(8,080)</b>	<b>(8,795)</b>	<b>(9,153)</b>	<b>(9,929)</b>	<b>(10,196)</b>
Second year	Supply totals	8,099	8,409	9,093	8,978	8,933
	Demand totals	13,886	15,006	16,287	17,212	17,989
	<b>Difference</b>	<b>(5,787)</b>	<b>(6,597)</b>	<b>(7,194)</b>	<b>(8,234)</b>	<b>(9,056)</b>
Third year	Supply totals	8,741	8,979	9,600	9,400	9,295
	Demand totals	12,343	13,338	14,478	15,299	15,990
	<b>Difference</b>	<b>(3,602)</b>	<b>(4,359)</b>	<b>(4,878)</b>	<b>(5,899)</b>	<b>(6,695)</b>
Fourth year	Supply totals	9,800	9,939	10,478	10,161	9,970
	Demand totals	11,572	12,505	13,573	14,343	14,991
	<b>Difference</b>	<b>(1,772)</b>	<b>(2,566)</b>	<b>(3,095)</b>	<b>(4,182)</b>	<b>(5,021)</b>
Fifth year	Supply totals	9,471	9,631	10,184	9,891	9,721
	Demand totals	10,800	11,671	12,668	13,387	13,992
	<b>Difference</b>	<b>(1,329)</b>	<b>(2,040)</b>	<b>(2,484)</b>	<b>(3,496)</b>	<b>(4,271)</b>
NOTES: The difference between the Supply and Demand will be supplemented with water from the Beaumont Basin.						

During single dry year conditions, it is expected that the District's supply will need to be supplemented with water from the storage account in the Beaumont Basin. It is noted that there will be no additional demands for groundwater banking during dry years.

In the analysis of the District's water service reliability, the projected supplies and demands were for multiple dry years were also considered. Please see Table 3 below.

In Section 8 of the 2020 UWMP, the District also prepared a Drought Risk Assessment, which analyzes the supplies and demands over the next 5 years, assuming that 2021 is the first year of a five consecutive year drought. In the Drought Risk Assessment supply augmentation



benefits and the reduction savings benefits outlined in this WSCP hereon are assumed. Please see Table 4 below:

**Table 4 – Drought Risk Assessment**

Drought Risk Assessment Water Use/Supplies	Demand and Supplies (AFY)				
	2021	2022	2023	2024	2025
Total Water Use	14,054	14,268	14,473	14,648	15,429
Total Supplies	5,650	8,630	9,794	11,600	10,639
Surplus (shortfall) w/o WSCP Action	(8,404)	(5,638)	(4,679)	(3,048)	(4,790)
Planned WSCP Actions					
WSCP - supply augmentation benefit	8404	4211	1784	0	161
WSCP - use reduction savings benefit	0	1,427	2,895	3,662	4,629
Revised Surplus	0	0	0	614	0
Resulting % Use Reduction from WSCP Action	0%	10%	20%	25%	30%

## 2 Annual Water Supply and Demand Assessment Procedures

Each water supplier is now required to submit an Annual Water Supply and Demand Assessment (Annual Assessment) starting July 1, 2022.

### CWC 10632

*(a)(2) The procedures used in conducting an annual water supply and demand assessment that include, at a minimum, both of the following:*

*(A) The written decision-making process that an urban water supplier will use each year to determine its water supply reliability.*

*(B) The key data inputs and assessment methodology used to evaluate the urban water supplier's water supply reliability for the current year and one dry year, including all of the following:*

*(i) Current year unconstrained demand, considering weather, growth, and other influencing factors, such as policies to manage current supplies to meet demand objectives in future years, as applicable.*

*(ii) Current year available supply, considering hydrological and regulatory conditions in the current year and one dry year. The annual supply and demand assessment may consider more than one dry year solely at the discretion of the urban water supplier.*

*(iii) Existing infrastructure capabilities and plausible constraints.*

*(iv) A defined set of locally applicable evaluation criteria that are consistently relied upon for each annual water supply and demand assessment.*

*(v) A description and quantification of each source of water supply.*

### CWC 10632.1.

*An urban water supplier shall conduct an annual water supply and demand assessment pursuant to subdivision (a) of Section 10632 and, on or before July 1 of each year, submit an annual water shortage assessment report to the department with information for anticipated shortage, triggered shortage response actions, compliance and enforcement actions, and communication actions consistent with the supplier's water shortage contingency plan. An urban water supplier that relies on imported water from the State Water Project or the Bureau of Reclamation shall submit its annual water supply and demand assessment within 14 days of receiving its final allocations, or by July 1 of each year, whichever is later.*

### 2.1 Decision-Making Process

The Annual Assessment that is to be submitted to DWR every year would be brought to the BCVWD Board of Directors (Board) prior to submittal for DWR consideration. BCVWD will assess each year's imported and local supplies as well as potable and non-potable demands based on its final SWP allocation, additional available imported water exchanges or transfers through SGPWA, climate, and local groundwater conditions, as determined by the Beaumont Basin Watermaster.

Based on the foregoing, BCVWD will assess the water shortage level for that year and determine the most appropriate response action(s) to encourage water conservation among its customers. BCVWD will ensure that the Annual Assessment will be submitted to the Board to allow adequate time for review and comment prior to the required DWR submittal date of July 1<sup>st</sup> (or 14 days after notification of final SWP Allocation, whichever is later), for the assessment.

A summary of the District's proposed decision-making process for preparing and adopting the Annual Assessment is indicated in Table 5 below:

**Table 5 – Annual Water Supply and Demand Assessment Decision Making Process**

	Activity
December - April	Annual water supply and demand review
April - May	Prepare Annual Water Supply and Demand Assessment based on findings of supply and demand review. Present Assessment to General Manager for review.
May	Public notification of the intent to adopt Annual Water Supply and Demand Assessment at the June Board of Directors meeting.
June	Presentation of findings in the Annual Water Supply and Demand Assessment and necessary shortage response actions to the Board of Directors for Approval by Resolution.
July 1st (or 14 days from Notification of Final Allocation, whichever is later)	Submittal of final adopted Annual Water Supply and Demand Assessment to the State of California Department of Water Resources.

## 2.2 Data Inputs and Methodologies

As required by the Water Code, the District will evaluate its available water supply reliability assuming current conditions for that year, as well as a single dry year. The data inputs and methodologies which will be used to formulate a recommendation regarding the District's supply reliability and any necessary response actions are included below:

- **Water Supply:** The District will analyze groundwater production records and final SWP allocations available for the current year, and compare projected supplies to historical averages.
- **Unconstrained Demands:** The District will analyze consumption data for the current year, and based on supply assess whether any or which shortage response action(s) are appropriate to encourage water conservation. For the upcoming year the District will utilize data from the 2020 UWMP update, as well as any newly available data regarding water consumption and population growth to project anticipated unconstrained demands.
- **Single Dry Year Demands:** Similarly, the District will compare current year consumption data with historical demand data for a single dry year, and project demands for the upcoming year.

- Infrastructure: The District will assess the current operating conditions of its wells and booster pumps, and recharge facilities and determine whether any maintenance will be scheduled or would likely be scheduled for the upcoming year. The District would coordinate any findings from analysis for available supplies with potential shortfalls in groundwater production if maintenance is required.

### 3 Six Standard Water Shortage Stages

*CWC 10632 (a)(3)*

*(A) Six standard water shortage levels corresponding to progressive ranges of up to 10, 20, 30, 40, and 50 percent shortages and greater than 50 percent shortage. Urban water suppliers shall define these shortage levels based on the suppliers' water supply conditions, including percentage reductions in water supply, changes in groundwater levels, changes in surface elevation or level of subsidence, or other changes in hydrological or other local conditions indicative of the water supply available for use. Shortage levels shall also apply to catastrophic interruption of water supplies, including, but not limited to, a regional power outage, an earthquake, and other potential emergency events.*

*(B) An urban water supplier with an existing water shortage contingency plan that uses different water shortage levels may comply with the requirement in subparagraph (A) by developing and including a cross-reference relating its existing categories to the six standard water shortage levels.*

The District proposes a six-stage plan of action in the event of an extended drought condition or loss of supply. The action levels for each stage are presented in the subsections that follow (summarized in Table 6), and the water supply reduction stages are provided in Table 8-1. These stages could be implemented as a result of BCVWD water shortages, including reduction in imported water allocation, or mandatory water conservation targets by the Governor's office.

**Table 6 (DWR Submittal Table 8-1) – Water Shortage Contingency Plan Levels**

<b>DWR Table 8-1 Water Shortage Contingency Plan Levels</b>		
<b>Shortage Level</b>	<b>Percent Shortage Range</b>	<b>Shortage Response Actions (Narrative description)</b>
1	Up to 10%	Up to 10% reduction in normal, "long term" water supply (including conjunctive use water in storage); response actions includes voluntary public demand reduction of 10%, and community outreach encouraging conservation.
2	Up to 20%	Up to 20% reduction in normal, "long term" water supply (including conjunctive use water in storage); includes any actions from Shortage Level 1. Response actions include mandatory 10% reduction - Increased public outreach, restaurants serve water upon request, lodging must offer opt out of linen services
3	Up to 30%	Up to 30% reduction in normal, "long term" water supply (including conjunctive use water in storage); response actions includes any actions from Shortage Levels 1 and 2. Response actions include mandatory 20% reduction - limit landscape irrigation to certain number of days per week
4	Up to 40%	Up to 40% reduction in normal, "long term" water supply (including conjunctive use water in storage); response actions includes any actions from Shortage Levels 1, 2 and 3. Response actions include mandatory 25% reduction - limit irrigation of lawns to once a week except for lawns and turf irrigate with recycled water, restrict water use for decorative water features, limit filling of pools only to cases where appropriate cover is in place
5	Up to 50%	Up to 50% reduction in normal, "long term" water supply (including conjunctive use water in storage); response actions includes any actions from Shortage Levels 1 - 4. Response actions include mandatory 30% reduction - prohibit filling of swimming pools, washing of automobiles only limited to facilities using recycled water, prohibit potable water use for construction activities, industrial water users required to reduce water use (food processing, concrete mixing plant)
6	>50%	Greater than 50% reduction in normal, "long term" water supply (including conjunctive use water in storage); response actions includes any actions from Shortage Levels 1 - 5. Response actions include mandatory 30% reduction - prohibit landscape irrigation except for irrigation with use of recycled water, industrial water users required to further reduce water use (food processing, concrete mixing plant)
<b>NOTES:</b>		

These stages and the percent reductions in demand are based on BCVWD's experience during the state mandated water conservation program targets comparing 2020 with a similar period in



2015, where BCVWD was able to reduce consumption by 24.3% for the period May 2015 through April 2016. This was done through the restrictions in Board of Directors Resolution 2015-05, which limited watering to two days per week due to mandatory reductions in the District's demands of 36% (when compared to 2013 water usages).

In establishing the "Stages," BCVWD has the advantage of the Beaumont Basin, its large storage capacity for banked water, and BCVWD's 80,000 AF storage account. BCVWD currently has 39,750 AF in storage, despite an average SWP allocation of only 43% for the period 2017 through 2020 (approximately 15% difference from normal, "long-term" supply). BCVWD's plan is to purchase additional imported water (when available in advance of annual need (i.e., conjunctive use purchases)) over the amount needed to meet annual demands to add to the storage account balance each year, including making up for any shortfall(s) that may occur during dry years. This results in a conjunctive use activity and hence the averaged annual water supply approach outlined herein and as identified in Table 6, above.

## 4 Shortage Response Actions

### **CWC 10632**

*(a)(4) Shortage response actions that align with the defined shortage levels and include, at a minimum, all of the following:*

*(A) Locally appropriate supply augmentation actions.*

*(B) Locally appropriate demand reduction actions to adequately respond to shortages.*

*(C) Locally appropriate operational changes.*

*(D) Additional, mandatory prohibitions against specific water use practices that are in addition to state-mandated prohibitions and appropriate to the local conditions.*

*(E) For each action, an estimate of the extent to which the gap between supplies and demand will be reduced by implementation of the action.*

### 4.1 Shortage Level 1 (Potential Shortage – Voluntary Reduction)

Shortage Level 1 occurs when:

- Up to a 10% reduction in normal (average), “long-term” averaged supply occurs
- Imported water supplies (SWP allocation and other imported supplies) averages approximately 48% of regional annual supply requirements (water orders) over a two-year (or longer) period

The District declares a water shortage and imposes voluntary water conservation. In this shortage level, the District shall notify all its customers that water use reduction is highly encouraged. The District will recommend a voluntary 10% water use reduction based on an established base year to be determined by the District at the time Stage 1 is implemented. At the same time, the District shall implement its own public awareness program to encourage the efficient use of water. This will be accomplished by bill stuffers, website information, and social media postings.

### 4.2 Shortage Level 2 (Minor Shortage – Mandatory Reduction)

Shortage Level 2 occurs when:

- Up to a 20% reduction in normal (average), “long-term” averaged supply occurs
- Imported water supplies (SWP allocation and other imported supplies) averages between a minimum of 38% up to 48% over a three-year (or longer) period.

During Stage 2, all efforts to encourage conservation would remain in effect, however a 10% reduction in demand would be mandatory. Public outreach continues to occur, however an increase in public awareness is achieved through coordination with the City of Beaumont, Riverside County, and SGPWA. In addition, restaurants are required to only serve water to patrons upon request, and lodging facilities must allow guests to opt out of linen services.

### **4.3 Shortage Level 3 (Moderate Shortage – Mandatory Reduction)**

Shortage Level 3 occurs when:

- Up to a 30% reduction in normal (average), “long-term” averaged supply occurs
- Imported water supplies (SWP allocation and other imported supplies) averages between a minimum of 28% up to a 38% over a three-year (or longer) period

Restrictions up to Shortage Level 3 will still be mandatory. At this point, the District will initiate water restrictions similar to Resolution 2015-05 and require a 20% reduction in demand from an established base year. In this stage, the District will impose restrictions similar to Resolution 2015-05: but limit lawn watering to two times per week (assigned days based on street address) and no filling of new swimming pools. Topping off swimming pools is permitted. No new construction meters will be approved. Use of recycled or non-potable water for construction activities will be encouraged. The District may adopt financial incentives to encourage efficient water use. Public awareness programs will expand to schools.

### **4.4 Shortage Level 4 (Severe Shortage – Mandatory Reduction)**

Shortage Level 4 occurs when:

- Up to a 40% reduction in normal (average), “long-term” averaged supply occurs
- Imported water supplies (SWP allocation and other imported supplies) averages between a minimum of 18% and 28%, over a three-year (or longer) period

Restrictions up to Shortage Level 4 will still be mandatory. In this shortage level, the District will impose restrictions similar to Resolution 2015-05 to require a 25% reduction in demand, but make more stringent including limiting lawn watering to once a week except for lawns and turf irrigated with recycled or non-potable water. No filling of swimming pools; topping off swimming pools may be permitted. Hand watering of plantings is permitted two days per week if using a hose with a shut-off nozzle. Restrict water use for decorative water features. The District may adopt financial incentives to encourage efficient water use. Stricter enforcement penalties will be developed. At this Stage, the District will appoint a Water Conservation Advisory Committee. This committee will comprise of officials from the District, the City of Beaumont, and the Cherry Valley community. Public awareness in schools will continue. District staff will work with high water using commercial/retail and industrial facilities to develop programs to reduce water use.

### **4.5 Shortage Level 5 (Critical Shortage – Mandatory Reduction)**

Shortage Level 5 occurs when:

- Up to a 50% reduction in normal (average), “long-term” averaged supply occurs
- Imported water supplies (SWP allocation and other imported supplies) averages between a minimum of 8% up to 18%, over a four-year (or longer) period, or

Restrictions up to Shortage Level 5 will still be mandatory. In this shortage, the District will impose restrictions similar to Resolution 2015-05 but prohibit lawn watering except for lawns and turf irrigated with recycled or non-potable water. No filling of swimming pools; topping off only permitted on covered pools. Hand watering of plantings is permitted one day per week, if using a hose with a shut-off nozzle. Washing of automobiles limited only to facilities using recycled water. Use of potable water for construction will be prohibited; only recycled or non-potable water may be used for construction activities, as determined by the Board of Directors. Trucking recycled water may be necessary for grading and construction activities. The District will adopt financial incentives to encourage efficient water use. Stricter enforcement penalties will be developed. The Water Conservation Advisory Committee will continue to function. This committee will comprise of officials from the District, the City of Beaumont, and the Cherry Valley community. Public awareness in schools will continue. District staff will work with high water using commercial/retail and industrial facilities to develop programs to reduce water use.

#### **4.6 Shortage Level 6 (Extreme Shortage – Mandatory Reduction)**

Shortage Level 6 occurs when:

- A greater than 50% reduction in normal (average), “long-term” averaged supply occurs
- Imported water supplies (SWP allocation and other imported supplies) averages less than 8%, over a four-year (or longer) period, or

Restrictions up to Shortage Level 6 will still be mandatory. In this shortage level, the District will impose restrictions similar to Resolution 2015-05. No topping off swimming pools. Use of potable water for construction will be prohibited; only recycled or non-potable water may be used for construction activities, as determined by the Board of Directors. Trucking recycled water may be necessary for grading and construction activities. “Will serve” letters or annexations will not be approved by the Board of Directors. The District will adopt financial incentives to encourage efficient water use. Stricter enforcement penalties will be developed. The Water Conservation Advisory Committee will continue to function. This committee will comprise of officials from the District, the City of Beaumont, and the Cherry Valley community. Public awareness in schools will continue. District staff will work with high water using commercial/retail and industrial facilities to develop programs to further reduce water use.

## 5 Impacts of Shortage Level Response Actions

Table 7, below quantifies the percent of demand reduction for each shortage response action in relation to its associated shortage taken.

**Table 7 (DWR Submittal Table 8-2) – Demand Reduction Actions**

DWR Table 8-2: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions <i>Drop down list</i> <i>These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that apply.</i>	How much is this going to reduce the shortage gap? <i>Include units used (percentage)</i>	Additional Explanation or Reference <i>(optional)</i>	Penalty, Charge, or Other Enforcement? <i>For Retail Suppliers Only</i> <i>Drop Down List</i>
<i>Add additional rows as needed</i>				
All	Improve Customer Billing	1%	Continue to provide customers with detailed breakdowns of water use and encourage water use efficiency	No
All	Expand Public Information Campaign	1%		
All	Landscape - Restrict or prohibit runoff from landscape irrigation	2-5%	Part of BCVWD's Water Waste Provisions	No
All	Other - Prohibit use of potable water for washing hard surfaces	2-5%	Part of BCVWD's Water Waste Provisions - prohibits watering of concrete	No
All	Other - Require automatic shut of hoses	2-5%		No
2	CII - Lodging establishment must offer opt out of linen service	2-5%		No
2	CII - Restaurants may only serve water upon request	2-5%		No
2	Water Features - Restrict water use for decorative water features, such as fountains	1-3%		No
3	Landscape - Limit landscape irrigation to specific days	10-15%	2 days per week	Yes
3	Other	5%	Public awareness programs expanded to schools	No
4	Landscape - Limit landscape irrigation to specific days	5-10%	1 day per week, addition 5-10% reduction in shortage gap	Yes
5	Pools - Allow filling of swimming pools only when an appropriate cover is in place.	1-2%	Topping off existing pools with cover	No
5	Water Features - Restrict water use for decorative water features, such as fountains	1-2%		No
5	Other - Prohibit use of potable water for construction and dust control	5-15%	Dependent upon size of construction operations and duration of construction	Yes
5	Other - Prohibit vehicle washing except at facilities using recycled or recirculating water	10-15%		Yes
5	CII - Other CII restriction or prohibition	10-15%	Work with high demand commercial/industrial water users to reduce water use	Yes
6	Moratorium or Net Zero Demand Increase on New Connections	10-20%	Dependent upon development conditions, Board of Directors to suspend approval of "Will Serve Letters"	Yes

NOTES:

## 5.1 Supply Augmentation

**Table 8 (DWR Submittal Table 8-3) – Supply Augmentation**

DWR Table 8-3: Supply Augmentation and Other Actions			
Shortage Level	Supply Augmentation Methods and Other Actions by Water Supplier <i>Drop down list</i> <i>These are the only categories that will be accepted by the WUdata online submittal tool</i>	How much is this going to reduce the shortage gap? <i>Include units used (volume type or percentage)</i>	Additional Explanation or Reference <i>(optional)</i>
<i>Add additional rows as needed</i>			
All	Expand Public Information Campaign	1-5%	
All	Improve Customer Billing	1-5%	
All	Other Actions (describe)	5-10%	Continue to work with to install drought tolerant, low water using plantings
2 - 6	Stored Emergency Supply	25-50%	BCVWD has the ability to withdraw groundwater from its storage account in the Beaumont Basin.
4	Other Purchases	5-10%	Work with SGPWA to obtain additional imported water supply
NOTES:			

Table 8 presents some consumption reduction methods, separate from the restrictions and prohibitions, presented previously.

- **Expand Public Information** – BCVWD should work with SGPWA and the other retailers in the San Gorgonio Pass to develop a consistent, region-wide message that could include regular articles in the local newspapers, displays at major events, low water using garden workshops, etc. Expand into the schools and service clubs. Work with the high-volume water users in the commercial/retail/industrial area to determine if there are water reduction opportunities.
- **Improved Customer Billing** – Continue providing customers with their historic usage for the past year in graphical format (bar charts) with target levels for water conservation. Provide data on other typical customers in the District’s service area.
- **Rebates for Irrigation Efficiency Improvements** – BCVWD should work with SGPWA to provide rebates to improve irrigation efficiency including drip systems and smart controllers. Replacement of spray nozzles with rotating nozzles reduces water consumption significantly and prevents overspray.
- **Rebates for Turf Replacement** – BCVWD should work with SGPWA to provide rebates to convert turf areas to low water using drought tolerant plantings.
- **Other Methods Not on DWR’s List:**
  - Work further with the City of Beaumont, County of Riverside, and developers to install drought tolerant, low water using plantings in common areas and street medians. Reduce turf and planted areas in new home construction.



- Convert existing street median and common area turf areas to drought tolerant, low water using plantings.
- Begin using recycled water for landscape irrigation. This method has the greatest potential for reducing potable water use in the BCVWD service area.
- Restrict construction water use to non-potable water.
- Implement more tiers in the rate structure to reflect the cost for purchase of imported water as a result of higher use.

## **6 Operational Changes**

One of the water conservation measures that can be used to reduce water loss is implementing automatic meter readings. With the use of automatic meters, water leaks would be easy to locate as the water meter would continuously run throughout the night. This knowledge would allow District staff to inform the residents of the situation and further actions could then be taken to fix the leak and ultimately, conserve water. Currently (2020), BCVWD is working through a Capital Improvement Project which includes installing automatic meters throughout the service area, but has not been fully converted.

The District currently does not perform extensive main flushing or any hydrant flow testing; there is minimal need to adjust District operations to conserve water unmetered water.

## **7 Emergency Response Plan**

The most recently published Emergency Response Plan (ERP) is from 2011. Currently (2020), District staff is in the process of updating this ERP to define procedures for modern emergencies, as well as assessing the District's plan for responding to catastrophic water supply interruption. The 2011 ERP defines the procedures that District staff is to complete in the case of various emergencies including, but not limited to:

- Medical Emergencies
- Flooding
- Snow/Ice Damage
- Earthquakes
- Hurricanes/Tornados

The District performs routine maintenance and assessment of the operating conditions off all its facilities, in order to ensure minimal opportunities for supply shortages or supply interruptions. As the District continues to grow, it will continue to refine its maintenance procedures to continue to provide reliable supplies to its customers.

## 8 Seismic Risk Assessment and Mitigation Plan

### **CWC 10632.5**

- (a) *In addition to the requirements of paragraph (3) of subdivision (a) of Section 10632, beginning January 1, 2020, the plan shall include a seismic risk assessment and mitigation plan to assess the vulnerability of each of the various facilities of a water system and mitigate those vulnerabilities.*
- (b) *An urban water supplier shall update the seismic risk assessment and mitigation plan when updating its urban water management plan as required by Section 10621.*
- (c) *An urban water supplier may comply with this section by submitting, pursuant to Section 10644, a copy of the most recent adopted local hazard mitigation plan or multihazard mitigation plan under the federal Disaster Mitigation Act of 2000 (Public Law 106-390) if the local hazard mitigation plan or multihazard mitigation plan addresses seismic risk.*

### 8.1 BCVWD Facilities

The center of the District's service area is located approximately 8 to 10 miles south of the San Andreas Fault. If a major earthquake were to occur along the San Andreas Fault in the Pass area, many of the BCVWD's facilities could be affected.

In order to minimize possible damage due to a significant earthquake, the District's Cherry Tanks, Upper Edgar Tank, Taylor Tank, the Vineland Tanks and the Hannon Tank are all equipped with flexible connectors (EBBA Iron Flex-tends) for movement during an earthquake. Upper Edgar, Cherry Tank III, Vineland II and III, and Taylor Tank are all anchored to their ring wall foundation and have been designed to resist seismic shaking. These are all relatively new tanks constructed since the year 2000 and designed and constructed to recent AWWA standards. These tanks should be capable of resisting significant earthquake shaking. BCVWD's other tanks were designed according to AWWA standards in effect at the time they were constructed; but over time the design standards have improved and become more stringent. The greatest vulnerability will be with the older steel tanks located in the northern part of the District's service area in Cherry Valley.

Experience with other earthquakes, e.g., Landers, magnitude 7.3 (1992), has shown steel water tanks survive but do suffer some minor structural damage. Observations of some of the water tanks showed the inlet/outlet piping sheared off and some "elephant footing" of the side wall occurred but the tanks remained intact. This is what would be expected with BCVWD's older tanks. The newer tanks should survive with little or no damage. The older tanks should be able to be put back into service within a week, if not sooner.

Wells and well pumps could be damaged during a very severe earthquake but they should be able to be returned to service within a month depending on the availability of replacement parts and equipment to repair the pumps.

Piping breaks could be expected to occur, but these can be repaired quickly. BCVWD has an inventory of repair clamps, fittings and pipe as well as staff and equipment to make these repairs.

BCVWD has also constructed emergency “interties” at various locations along Highland Springs Road so that water can be supplied in either direction between the City of Banning and BCVWD.

**9 Communication Protocols**

**CWC 10632 (a)(5)**

*Communication protocols and procedures to inform customers, the public, interested parties, and local, regional, and state governments, regarding, at a minimum, all of the following:*

*(A) Any current or predicted shortages as determined by the annual water supply and demand assessment described pursuant to Section 10632.1.*

*(B) Any shortage response actions triggered or anticipated to be triggered by the annual water supply and demand assessment described pursuant to Section 10632.1.*

*(C) Any other relevant communication*

The communication protocol procedure currently relies in the 2011 ERP. After BCVWD has completely assessed the situation and determined that further actions are to be put into effect, coordinating with the public and other entities are the next steps to be taken. In the near future, BCVWD will use the Annual Assessment that is to be reported to DWR as a tool to address each year’s supplies and demands to help determine the appropriate response. In the most recent drought, each BCVWD resident was mailed letters informing them of the issues and the steps that need to be taken to conserve water. For future emergencies, the residents will be emailed the water conservation letters along with their bill to reduce costs. The public information that is to be sent out will be a notice informing them of the situation (e.g. the shortage level the District is currently in), the steps that BCVWD is taking to conserve water, and the steps that each resident should follow to do their part in reducing the water demand.

The District is also actively providing information on its website for public consumption to inform customers of ways to reduce consumption, as well as to update them in the case of an emergency as determined by the State or by the Board of Directors.

A summary of the District’s communication protocols is included in Table 9 below.

**Table 9 – Communication Protocols**

Stage of Assessment	Summary	Communication Method
<b>Water Shortage Announcement</b>	District staff will notify the public, neighboring Cities/Agencies, and other interested parties of the findings in the Annual Water Supply and Demand Assessment. Notification will be presented prior to the June Board of Directors meeting during which the Assessment will be presented and adopted.	Press Release, Websites, Social Media, Water Bill Inserts
<b>Water Shortage Level Declaration</b>	Occurs following the adoption of the Annual Water Supply and Demand Assessment.	Press Release, Websites, Social Media, Board of Directors Meeting
<b>Water Shortage Response Actions</b>	Occurs continuously following the adoption of the Assessment. Response actions remain in effect until such time that it is determined that the Water Shortage Level status has changed.	Press Release, Websites, Social Media, Board of Directors Meeting

## 10 Compliance and Enforcement

**CWC 10632 (a)(6)**

*For an urban retail water supplier, customer compliance, enforcement, appeal, and exemption procedures for triggered shortage response actions as determined pursuant to Section 10632.2.*

BCVWD does not have a standard enforcement procedure during “normal” supply years, however, does have a plan that adjusts rates during drought declarations and also for enforcing water conservation measures during the periods of a drought. BCVWD is currently in the process of converting over standard water meters to automatic meters. This would allow District staff to determine what residents may have water leaks and address the issues in a timely manner. It would also allow District staff to enforce the demand reduction actions that require residents to only water on certain days of the week. The severity of the enforcement would increase as the Shortage Levels increase. Many of the water reduction actions such as requiring customers repair leaks in a timely manner and restricting water use for decorative fountains would require further actions by the District to enforce. Discussions on how to enforce demand reduction actions such as these are still in discussion to determine the most efficient method. The repercussions that are to take place are listed below under Legal Authorities for first-, second-, and third-time offenders.



## 11 Legal Authorities

### **CWC 10632 (a)(7)**

*(A) A description of the legal authorities that empower the urban water supplier to implement and enforce its shortage response actions specified in paragraph (4) that may include, but are not limited to, statutory authorities, ordinances, resolutions, and contract provisions.*

*(B) A statement that an urban water supplier shall declare a water shortage emergency in accordance with Chapter 3 (commencing with Section 350) of Division 1. [see below]*

*(C) A statement that an urban water supplier shall coordinate with any city or county within which it provides water supply services for the possible proclamation of a local emergency, as defined in Section 8558 of the Government Code. Water Code Section Division 1, Section 350*

*Declaration of water shortage emergency condition. The governing body of a distributor of a public water supply, whether publicly or privately owned and including a mutual water company, shall declare a water shortage emergency condition to prevail within the area served by such distributor whenever it finds and determines that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the distributor to the extent that there would be insufficient water for human consumption, sanitation, and fire protection.*

BCVWD has provisions within its Rules and Regulations to establish charges for excessive water use. Currently, the District has a 3-tiered rate structure. For single family residences the tier structure ranges from 0 – 16 HCF (Tier 1), 17-34 HCF (Tier 2) and greater than 34 HCF (Tier 3). The unit price for water use increases with each tier. For multi-family residential, the unit price is a single set rate with no tier structure. BCVWD could increase these charges, initiate consumption surcharges for excessive use to cover the additional cost of imported replacement water, and/or provide for additional tiers upon proper notification and following the procedures established by Proposition 218. This is not something that can be done on short notice, however.

BCVWD has “water waster” provisions in Part 15 of its Rules and Regulations.

“15-1 PROHIBITION OF WATER WASTER – No person, firm, or corporation shall use, deliver, or apply waters received from this District in any manner that causes the loss, waste, or the applications of water for unbeneficial purposes. Within the meaning of this Regulation, any waters that are allowed to escape, flow, and run into areas which do not make reasonable beneficial use of such water, including but not limited to streets, gutters, drains, channels, and uncultivated lands, shall be presumed to be wasted contrary to the prohibitions of these Rules and Regulations.

1) Upon the first failure of any person, firm, or corporation to comply, this District shall serve or mail a warning notice upon any person determined to be in violation of these Rules and Regulations.

2) Upon the second failure of any person, firm, or corporation to so comply, the water charges of any such consumer shall be doubled until full compliance with these Rules or Regulations has been established to the satisfaction of the Board of Directors of the District.

3) Upon the third failure of any person, firm, or corporation to so comply, the District shall terminate water service to any connection through which waters delivered by the District are wasted in violation of these Rules and Regulations.”

In Resolution 2016-05, there was a list of financial penalties for violation of the water restrictions in the Resolution.

- Upon the first failure of any person, firm, or corporation to comply, the District shall serve or mail a warning notice upon any person determined to be in violation of the District’s Rules and Regulations.
- Upon the second failure of any person, firm, or corporation to so comply, the water charges of any such customer shall be doubled until full compliance with the District’s Rules and Regulations has been established to the satisfaction of the Board of Directors of the District.
- Upon the third failure of any person, firm, or corporation to so comply, the District shall terminate water service to any connection through which waters delivered by the District are wasted in violation of the District’s Rules and Regulations.

## 11.1 Water Shortage Contingency Resolution

Resolution No. \_\_\_\_\_

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT (DISTRICT) ADOPTING WATER USE RESTRICTIONS TO PROTECT THE WATER SYSTEM AND RATEPAYERS OF BEAUMONT-CHERRY VALLEY WATER DISTRICT**

**WHEREAS**, the District’s Operations Policies and Procedures Manual, Part III, Section 1.E., District Emergency Declaration allows the General Manager, in consultation with the Board of Directors President, the ability to declare a “District Emergency” with ratification by the Board of Directors within fourteen days (14) at a regular, special or emergency Board meeting; and

**WHEREAS**, the District is experiencing water shortages of significant impact which results in a District emergency relating to water supply, therefore;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors that full support is given to the General Manager to make the appropriate recommendations which may include increased restrictions on watering days and hours, restrictions on washing vehicles, etc., restrictions on large water users, restrictions on flushing of water lines, restrictions on the filling of swimming pools, and increases in the current penalties for not complying with water conservation restrictions for the duration of the emergency, and urge full support and cooperation from the ratepayers of the District.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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Director \_\_\_\_\_, President  
of the Board of Directors of Beaumont-  
Cherry Valley Water District

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Director \_\_\_\_\_, Secretary  
of the Board of Directors of Beaumont-  
Cherry Valley Water District

**12 Financial Consequences of WSCP**

**CWC 10632 (a)(8)**

*A description of the financial consequences of, and responses for, drought conditions, including, but not limited to, all of the following:*

*(A) A description of potential revenue reductions and expense increases associated with activated shortage response actions described in paragraph (4).*

*(B) A description of mitigation actions needed to address revenue reductions and expense increases associated with activated shortage response actions described in paragraph (4).*

*(C) A description of the cost of compliance with Chapter 3.3 (commencing with Section 365) of Division 1. [retail urban suppliers only]*

Rather than identify the financial impacts of each prohibition on BCVWD’s financial position, the impacts will be assessed on a “percent reduction in water demand” basis.

The District’s current water rate structure includes a service (meter) charge (bimonthly, regardless of how much water is used), and a 3-tiered commodity. For single family residences the tier structure ranges from 0 – 16 HCF (Tier 1), 17-34 HCF (Tier 2) and greater than 34 HCF (Tier 3). The unit price for water use increases with each tier. For multi-family residential, the unit price is a single set rate with no tier structure. This accounts for the generally lower family incomes in multi-family residences. In addition, there is a power surcharge and an imported water surcharge per 100 cu ft of water used.

During times of drought, the revenue from the commodity charge and the power and imported water surcharges would be reduced by an amount equal to the water conservation effort. The meter charge would not be affected. But, the reduction in water consumption will also reduce the power consumption needed to pump and produce water and reduce the need for imported water, essentially balancing out the reduction in imported water surcharge revenue.

To further offset any revenue losses, the District also has a drought surcharge policy in place. Please see Figure 1 below:

**Figure 1 – BCVWD Drought Surcharge Policy**

<b>5-1.4 DROUGHT SURCHARGES</b>				
<p>In the event that the District activates water supply drought rates, customers will be notified in advance of the below surcharges. Drought rates are generally triggered by the declaration of a specific water shortage by the California Department of Water Resources, or alternatively, by the District’s Board of Directors.</p> <p>The Surcharge Rate below is additive to the current Commodity Rate, per unit of water, at the date of presentation. The Surcharge Rate in effect is dependent on the drought stage declared.</p>				
	<b>Stage 1</b>	<b>Stage 2</b>	<b>Stage 3</b>	<b>Stage 4</b>
Reduction in Use	10%	20%	30%	40%
Surcharge	\$0.17	\$0.36	\$0.60	\$0.92

Although the District is proposing 6 Shortage Levels as part of the WSCP, the existing drought surcharges can still be applied. For example, “Stage 1” in the District’s drought surcharges policy correlates to a 10% reduction in use; the drought surcharge identified would be applied to Shortage Level 1 previously described in this section.

For 2020, the adopted budget estimated \$3.4 million in fixed meter (service) charges and \$5.2 million in water sales revenue including agricultural water sales and construction water sales (commodity charge). Water importation surcharges were budgeted at \$3.5 million and SCE power surcharge at \$1.6 million. So total “variable” revenue would be approximately \$13.68 million. The fixed meter (service) charges would not be affected by a reduction in water sales. All the other revenues and expenses would be.

Assuming a water reduction of 25% is required for a 2-month long-term interruption, the annual reduction would be  $(2/12) * 25\%$  or 4.2%. The resultant loss in water sales revenue would be \$575,000, i. e.  $0.042 * \$13.68$  million; the reduction, electricity and imported water purchase would be \$215,000. The net would be an annual loss of revenue of \$360,000.

A 50% reduction in water demand for a period of 1 month would result in a similar net annual revenue loss of \$360,000.

The costs above do not include additional staff overtime that may be required providing notifications, production, publication, and mailing of notices, updates, water conservation messages, inspection, and enforcement. An estimate of \$25,000 for each “event” is reasonable to cover these costs. The total annual impact could be in the \$225,000 to \$250,000 range.

The BCVWD audited Financial Report for 2020 showed BCVWD with over \$176.4 million in net assets of which \$29.1 million was in unrestricted funds. The impact of a net \$175,000 loss due to a water reduction of 25% over a 2-month period (or 50% for a 1-month period), or even another 10% reduction on an annual basis will not affect BCVWD’s operation. The \$476,000 is less than 4% of the District’s unrestricted cash assets. As a result, no special action is needed.

### 13 Monitoring, Reporting, and WSCP Refinement Procedures

**CWC 10632 (a)(9)**

*For an urban retail water supplier, monitoring and reporting requirements and procedures that ensure appropriate data is collected, tracked, and analyzed for purposes of monitoring customer compliance and to meet state reporting requirements.*

**CWC 10632 (a)(10)**

*Reevaluation and improvement procedures for systematically monitoring and evaluating the functionality of the water shortage contingency plan in order to ensure shortage risk tolerance is adequate and appropriate water shortage mitigation strategies are implemented as needed.*

When the higher Shortage levels are declared, the demand will be closely monitored by District staff on a month-to-month basis to compare the projected water reduction with the actual values. If the District staff finds that the demand reduction actions are not meeting the projected volumes, it will be reassessed and brought to the Board to determine if a higher Shortage Level should be put into effect. There will need to be a few months in between announcing the different shortage levels as it is expected to take some time before the results are shown, however, District staff will be monitoring it closely.

### 14 Special Water Feature Distinction

**CWC 10632 (b)**

*For purposes of developing the water shortage contingency plan pursuant to subdivision (a), an urban water supplier shall analyze and define water features that are artificially supplied with water, including ponds, lakes, waterfalls, and fountains, separately from swimming pools and spas, as defined in subdivision (a) of Section 115921 of the Health and Safety Code.*

In Table 6, swimming pools are separate and distinct from “water features.” Water features include decorative ponds, water hazards on golf courses, artificial waterfalls, and fountains. Golf course water hazard ponds that serve as irrigation reservoirs or balancing ponds, supplied with private wells are not covered by BCVWD’s water restrictions. BCVWD water restrictions do not apply to water features supplied by private wells.

Stock ponds for animal watering are not covered under the swimming pool or water feature restrictions. Recycled and non-potable water may be used without restriction in water features and ponds if approved for use.



## 15 Plan Adoption, Submittal and Availability

**CWC 10632 (c)**

*The urban water supplier shall make available the water shortage contingency plan prepared pursuant to this article to its customers and any city or county within which it provides water supplies no later than 30 days after adoption of the water shortage contingency plan.*

The District's WSCP will be adopted following the same process as the District's 2020 UWMP update. Both the WSCP and the UWMP will be adopted by the Board of Directors, submitted to DWR for review, and implemented.

The District has scheduled a public hearing for review of the 2020 UWMP, which includes the WSCP, on July 22, 2021. At such time the Board of Directors may direct District staff to make appropriate changes and/or corrections based on public comment, or make a motion to adopt the UWMP and the WSCP. The District will make the adopted WSCP available to the public on the District's website no later than 30 days after it is adopted.

The District will notify the public of any amendments made to the WSCP after it has been formally adopted by the Board.

## Attachment 6

### RESOLUTION 2014-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF BEAUMONT-CHERRY VALLEY WATER DISTRICT PRECLUDING THE APPROVAL OF A REQUEST FOR THE ISSUANCE OF ANY WILL SERVE LETTER UNDER THE CIRCUMSTANCES STATED HEREIN SUBJECT TO THE EXCEPTIONS STATED HEREIN**

**WHEREAS**, This Board has discussed and desires to adopt a policy which will suspend the issuance of will serve letters which will add demand to the District's water supplies not previously considered and approved by this Board during conditions specified herein.

**WHEREAS**, This policy is intended to avoid requiring conservation by presently served ratepayers in order to protect available supplies while simultaneously creating new demand on those supplies and to preserve the rights of persons who have relied on the issuance of a will serve letter by annexing to the District or paying fees or constructing infrastructure in consideration of the issuance of a will serve letter.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Beaumont-Cherry Valley Water District declares the following:

1. Subject to the exceptions stated in Paragraph 2 below, this Board shall not issue a will serve letter when:
  - (a) A condition of drought exists in the State of California as declared by the Governor of the State of California,
  - (b) There is in effect mandatory conservation measures applicable to the District's ratepayers imposed directly by the State of California, or imposed by implementation of District conservation measures in accordance with the District's Urban Water Management Plan and
  - (c) The quantity of the District's ready to deliver water supplies is less than a projected demand of five years based on the District's then current annual demand.
2. The following applications shall be excepted from the prohibition of the issuance of will serve letters stated in Paragraph 1 of this Resolution:
  - (a) An application for residential or commercial water use reasonably estimated to constitute an annual demand equal to or less than 2 (two) EDU's;
  - (b) An application for service to property as to which a will serve letter previously has been issued and the recipient of that letter or his or her successor in interest has relied on the letter in paying fees to the District, annexing the subject property to the District or constructing District infrastructure in order to provide service to the subject property.
3. The District Secretary shall certify the adoption of this Resolution.

ADOPTED AND APPROVED this 8th day of October, 2014



Chairman

I, Daniel Slawson, Secretary of the Beaumont-Cherry Valley Water District Board of Directors, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Beaumont-Cherry Valley Water District Board of Directors, held on the 8<sup>th</sup> day of October, 2013, by the following vote:

AYES: 3	BOARDMEMBERS: Ross, Guldseth, Ball
NOES: 1	BOARDMEMBERS: Slawson
ABSENT: 1	BOARDMEMBERS: Woll (vacant seat)
ABSTAINED: 0	BOARDMEMBERS:

ATTEST:



Secretary

**5-1.4 DROUGHT SURCHARGES**

In the event that the District activates water supply drought rates, customers will be notified in advance of the below surcharges. Drought rates are generally triggered by the declaration of a specific water shortage by the California Department of Water Resources, or alternatively, by the District’s Board of Directors.

The Surcharge Rate below is additive to the current Commodity Rate, per unit of water, at the date of presentation. The Surcharge Rate in effect is dependent on the drought stage declared.

	<b>Stage 1</b>	<b>Stage 2</b>	<b>Stage 3</b>	<b>Stage 4</b>
Reduction in Use	10%	20%	30%	40%
Surcharge	\$0.17	\$0.36	\$0.60	\$0.92

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

- 1) An estimate of water delivered based upon the prior use during the same season of the year for the property or upon a reasonable comparison with the use of other consumers receiving the same class of service during the same period and under similar circumstances and conditions; or
- 2) The average meter reading for the four (4) preceding months adjusted for seasonal variation, if prior year reads for the same season are unavailable.

**5-1.4 MINIMUM CLOSING BILL** – The closing bill will be based upon charges applicable on the date service is discontinued. The service charge will be pro-rated based on the final date of service, along with all consumption related charges.

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

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