



**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*

**Wednesday, December 14, 2022 - 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 recommended for vaccinated and unvaccinated persons and should be properly worn over the nose and mouth at all times**
- **Maintain 6 feet of physical distancing from others in the building who are not in your party**

**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=SXlzMFZCMGh0YTFlL2tnUGlpU3h0UT09>

*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/](https://bcvwd.org/document-category/regular-board-agendas/)

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## BCVWD REGULAR MEETING – DECEMBER 14, 2022

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**Call to Order: President Williams**

Roll Call - Board of Directors

**Pledge of Allegiance: Director Hoffman**

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

**Invocation: President Williams**

**Oath of Office for  
Appointed-in-Lieu Directors**

- Director John Covington
- Director David Hoffman
- Director Daniel Slawson

**Teleconference Verification**

**Roll Call**

**Public Comment**

**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 2022 Budget Variance Reports (pages 7 - 11)
  - b) Review of the October 31, 2022 Cash Balance and Investment Report (pages 12 - 25)
  - c) Review of Check Register for the Month of November 2022 (pages 26 - 41)
  - d) Approval of Pending Invoices (pages 42 - 43)
  - e) Minutes of the Regular Meeting of October 27, 2022 (pages 44 - 53)



- f) Minutes of the Special Meeting of November 1, 2022 (pages 54 - 56)
- g) Minutes of the Regular Meeting of November 9, 2022 (pages 57 - 70)
- h) Resolution 2022-37 Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same (pages 71 - 73)
- i) Monthly Update from Townsend Public Affairs, Inc. (grant writing) (pages 74 - 80)
- j) CV Strategies Communications & Outreach 2022 Year-end Report (pages 81 – 97)

**3. Reorganization of the Board of Directors for Calendar Year 2023**

*Officers and appointees take their positions as of January 1, 2023 (pages 98 - 102)*

- a. Officers
  - i. President
  - ii. Vice President
  - iii. Secretary
  - iv. Treasurer
- b. Board Appointment of the Recording Secretary
- c. President-Elect Appointments to Standing Committees
  - i. Appointment to the Finance & Audit Committee
  - ii. Appointment to the Personnel Committee
- d. President-Elect Appointment of Representatives to Outside Agencies
  - i. Appointment of Representative and Alternate to the San Geronio Pass Regional Water Alliance
  - ii. Appointment of Representative and Alternate to the Collaborative Agencies Committee
  - iii. Appointment of Representative and Alternate to the Pass Economic Development Alliance
  - iv. Appointment of Representatives and Alternate to the City of Beaumont Ad Hoc Water Re-Use 3x2 Committee

**4. PUBLIC HEARING** (Continued from November 9, 2022) (pages 103 - 189)

**Resolution 2022-\_\_\_: Approving the Miscellaneous Fee Update study and Adopting the Schedule of Miscellaneous Fees, and**

**Resolution 2022-\_\_ Establishing a Cost Recovery Policy 5031 and Setting Miscellaneous Fees**

**Resolution 2022-\_\_: Amending the District’s Regulations Governing Water Service: Part 5: Charges**

**5. Resolution 2022-\_\_ Adopting the Fiscal Year 2023 Operating Budget & 2023-2027 Capital Improvement Budget, and Approval of the 2022 Operating Budget Carryover Schedule** (pages 190 - 350)

**6. Resolution 2022\_\_: Acknowledging the Review, Receipt and Acceptance of the District’s Investment Policy** (pages 351 - 418)

7. **Chandler Asset Management – Authorization of Contract Extension and Organizational Changes** (pages 419 - 424)
8. **Resolution 2022-\_\_**: **Amending the District Policies and Procedures Manual** (pages 425 - 455)
9. **Declare Barbeque Grills Surplus and Donate to Beaumont-Cherry Valley Recreation and Park District for use in Bogart Park** (pages 456 - 459)
10. **Extension of Contract with Wells Fargo for Banking Services for One Year** (pages 460 - 468)
11. **Teleconferencing Regulations Pursuant to AB 2449 and New Meeting Procedures** (pages 469 - 472)
12. **Adoption of 2023 Board of Directors Regular Meeting Schedule** (pages 473 - 475)
13. **Review of Annual List of Preapproved Events and Director Appointments** (pages 476 - 490)
14. **Request for Will Serve Letter for Tentative Parcel Map No. 38620 (Also Identified as Riverside County Assessor’s Parcel No. 405-140-003) located on Vineland Street, between Union Street and Nancy Avenue in the Community of Cherry Valley** (pages 491 - 498)
15. **2017 Replacement Pipelines Project – Pipeline 1 (P-3620-0012) Replacement Project Cost Update and Notice of Completion** (pages 499 - 501)
16. **Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem** (pages 502 - 505)
17. **Continued Review of California Drought Conditions, District Urban Water Management Plan and Water Shortage Contingency Plan, BCVWD Resolution 2022-12 Implementing Water Use Restrictions (as amended), and Other Drought Response** (pages 506 - 512)
18. **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.*

    - o Association of California Water Agencies Fall Conference Nov. 30 to Dec. 2, 2022 (Williams)

- CSDA Virtual Workshop: Special Districts Leadership Academy Module 1 Governances Foundations on December 6-7, 2022 (Williams)
  - County of Riverside 2022 State of the County on December 8, 2022 (Slawson)
  - Beaumont Chamber of Commerce Breakfast on December 9, 2022 (Hoffman, Slawson, Williams)
- c. Directors' General Comments
- d. General Manager's Report
- e. Legal Counsel Report

## 19. Action List for Future Meetings

- Update / presentation on the AMR / AMI project
- Presentation on the San Bernardino Valley Resource Conservation District
- Presentation on solar power opportunities
- Water supply for BCVWD and the region
- Matrix for delivery of recycled water

## 20. Announcements

*Subject to the adoption of the 2023 Meeting Schedule. Check the meeting agenda for location information.*

- District Offices will be closed on the following holidays:
  - Monday, Dec. 26 – Christmas (observed)
  - Monday, Jan. 2, 2023 New Year's Day (observed)
- Collaborative Agencies Committee: Wednesday, Jan. 4 at 5 p.m.
- Finance and Audit Committee Meeting: Thursday, Jan. 5, 2023 at 3 p.m.
- Regular Board Meeting: Wednesday, Jan. 11 at 6 p.m.
- Personnel Committee Meeting: Tuesday, Jan. 17 at 5:30 p.m.
- Engineering Workshop: Thursday, Jan. 26 at 6 p.m.
- Beaumont Basin Watermaster Committee: Wednesday, Feb. 1 at 11 a.m.

## 21. Adjournment

### NOTICES

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



User: wclayton  
Printed: 11/23/2022 2:27:12 PM  
Period 10 - 10  
Fiscal Year 2022

Account Number	Description	Budget	Period Amt	End Bal	Variance	% Avail/ Uncollect
<b>50</b>	<b>GENERAL</b>					
01-50-510-419051	Grant Revenue	\$ 640,000.00	\$ -	\$ 252,534.02	\$ 387,465.98	60.54%
	<b>Grant Rev</b>	<b>\$ 640,000.00</b>	<b>\$ -</b>	<b>\$ 252,534.02</b>	<b>\$ 387,465.98</b>	<b>60.54%</b>
01-50-510-490001	Interest Income - Bonita Vista	\$ 1,000.00	\$ 48.14	\$ 298.62	\$ 701.38	70.14%
01-50-510-490011	Interest Income - Fairway Cnyn	\$ 281,000.00	\$ -	\$ -	\$ 281,000.00	100.00%
01-50-510-490021	Interest Income - General	\$ 126,000.00	\$ 113,382.53	\$ 318,661.88	\$ (192,661.88)	-152.91%
01-50-510-490041	Rlzd Gain/Loss on Investment	\$ -	\$ -	\$ 47,395.23	\$ (47,395.23)	-100.00%
	<b>Interest Income</b>	<b>\$ 408,000.00</b>	<b>\$ 113,430.67</b>	<b>\$ 366,355.73</b>	<b>\$ 41,644.27</b>	<b>10.21%</b>
01-50-510-481001	Fac Fees-Wells	\$ 1,210,000.00	\$ 214,896.00	\$ 1,606,490.94	\$ (396,490.94)	-32.77%
01-50-510-481006	Fac Fees-Water Rights (SWP)	\$ 766,000.00	\$ -	\$ 519,153.82	\$ 246,846.18	32.23%
01-50-510-481012	Fac Fees-Water Treatment Plant	\$ 576,000.00	\$ 102,231.00	\$ 764,244.92	\$ (188,244.92)	-32.68%
01-50-510-481018	Fac Fees-Local Water Resources	\$ 304,000.00	\$ -	\$ 205,542.53	\$ 98,457.47	32.39%
01-50-510-481024	Fac Fees-Recycled Water	\$ 877,000.00	\$ 155,622.00	\$ 1,204,793.34	\$ (327,793.34)	-37.38%
01-50-510-481030	Fac Fees-Transmission (16")	\$ 980,000.00	\$ 174,048.00	\$ 1,301,124.89	\$ (321,124.89)	-32.77%
01-50-510-481036	Fac Fees-Storage	\$ 1,255,000.00	\$ 222,888.00	\$ 1,666,236.47	\$ (411,236.47)	-32.77%
01-50-510-481042	Fac Fees-Booster	\$ 87,000.00	\$ 15,429.00	\$ 115,342.07	\$ (28,342.07)	-32.58%
01-50-510-481048	Fac Fees-Pressure Reducing Stn	\$ 45,000.00	\$ 7,881.00	\$ 58,915.73	\$ (13,915.73)	-30.92%
01-50-510-481054	Fac Fees-Miscellaneous Project	\$ 39,000.00	\$ 6,882.00	\$ 51,447.55	\$ (12,447.55)	-31.92%
01-50-510-481060	Fac Fees-Financing Costs	\$ 191,000.00	\$ 33,855.00	\$ 254,336.77	\$ (63,336.77)	-33.16%
01-50-510-485001	Front Footage Fees	\$ 24,000.00	\$ -	\$ 15,988.50	\$ 8,011.50	33.38%
	<b>Non-Operating Revenue</b>	<b>\$ 6,354,000.00</b>	<b>\$ 933,732.00</b>	<b>\$ 7,763,617.53</b>	<b>\$ (1,409,617.53)</b>	<b>-22.18%</b>
01-50-510-410100	Sales	\$ 6,367,000.00	\$ 613,487.25	\$ 4,977,755.74	\$ 1,389,244.26	21.82%
01-50-510-410151	Agricultural Irrigation Sales	\$ 29,000.00	\$ -	\$ 13,804.72	\$ 15,195.28	52.40%
01-50-510-410171	Construction Sales	\$ 203,000.00	\$ 13,101.75	\$ 152,079.72	\$ 50,920.28	25.08%
01-50-510-413001	Backflow Administration Charge	\$ 51,000.00	\$ 5,573.31	\$ 42,581.77	\$ 8,418.23	16.51%
01-50-510-413011	Fixed Meter Charges	\$ 4,243,000.00	\$ 417,472.01	\$ 3,915,012.32	\$ 327,987.68	7.73%
01-50-510-413021	Meter Fees	\$ 300,000.00	\$ 19,476.00	\$ 698,357.00	\$ (398,357.00)	-132.79%
01-50-510-415001	SGPWA Importation Charges	\$ 4,349,000.00	\$ 403,776.00	\$ 3,368,400.45	\$ 980,599.55	22.55%
01-50-510-415011	SCE Power Charges	\$ 2,467,000.00	\$ 235,527.30	\$ 1,964,164.99	\$ 502,835.01	20.38%
01-50-510-417001	2nd Notice Penalties	\$ 61,000.00	\$ 6,510.00	\$ 45,235.00	\$ 15,765.00	25.84%
01-50-510-417011	3rd Notice Charges	\$ 14,000.00	\$ 6,720.00	\$ 23,710.00	\$ (9,710.00)	-69.36%
01-50-510-417021	Account Reinstatement Fees	\$ 10,000.00	\$ 7,050.00	\$ 39,900.00	\$ (29,900.00)	-299.00%
01-50-510-417031	Lien Processing Fees	\$ 2,000.00	\$ 1,200.00	\$ 4,000.00	\$ (2,000.00)	-100.00%
01-50-510-417041	Credit Check Processing Fees	\$ 11,000.00	\$ 1,020.00	\$ 9,440.00	\$ 1,560.00	14.18%
01-50-510-417051	Returned Check Fees	\$ 3,000.00	\$ 425.00	\$ 3,800.00	\$ (800.00)	-26.67%
01-50-510-417061	Customer Damage/Upgrade Charge	\$ 22,000.00	\$ 20.00	\$ 17,655.34	\$ 4,344.66	19.75%
01-50-510-417071	After-Hours Call Out Charges	\$ 1,000.00	\$ 150.00	\$ 850.00	\$ 150.00	15.00%
01-50-510-417081	Bench Test Fees	\$ -	\$ 60.00	\$ 60.00	\$ (60.00)	#DIV/0!
01-50-510-417091	Credit Card Processing Fees	\$ 51,000.00	\$ 5,565.00	\$ 52,286.56	\$ (1,286.56)	-2.52%
01-50-510-419001	Rebates and Reimbursements	\$ -	\$ -	\$ -	\$ -	0.00%
01-50-510-419011	Development Income	\$ 226,000.00	\$ 30,819.19	\$ 274,523.20	\$ (48,523.20)	-21.47%
01-50-510-419012	Development Income - GIS	\$ 308,000.00	\$ -	\$ -	\$ 308,000.00	100.00%
01-50-510-419031	Well Maintenance Reimbursement	\$ 8,000.00	\$ -	\$ 192,184.24	\$ (184,184.24)	-2302.30%
01-50-510-419061	Miscellaneous Income	\$ 1,000.00	\$ 11,213.95	\$ 33,925.15	\$ (32,925.15)	-3292.52%
	<b>Operating Revenue</b>	<b>\$ 18,727,000.00</b>	<b>\$ 1,779,166.76</b>	<b>\$ 15,829,726.20</b>	<b>\$ 2,897,273.80</b>	<b>15.47%</b>
01-50-510-471001	Maint Fees - 12303 Oak Glen Rd	\$ 9,000.00	\$ 830.16	\$ 7,671.44	\$ 1,328.56	14.76%
01-50-510-471011	Maint Fees - 13695 Oak Glen Rd	\$ 6,000.00	\$ 521.36	\$ 4,892.24	\$ 1,107.76	18.46%
01-50-510-471021	Maint Fees - 13697 Oak Glen Rd	\$ 7,000.00	\$ 585.52	\$ 5,469.68	\$ 1,530.32	21.86%
01-50-510-471031	Maint Fees - 9781 AveMiravilla	\$ 5,000.00	\$ 481.26	\$ 4,531.34	\$ 468.66	9.37%
01-50-510-471101	Utilities - 12303 Oak Glen Rd	\$ 5,000.00	\$ 386.51	\$ 3,155.45	\$ 1,844.55	36.89%
01-50-510-471111	Utilities - 13695 Oak Glen Rd	\$ 4,000.00	\$ 1,169.77	\$ 3,952.44	\$ 47.56	1.19%
01-50-510-471121	Utilities - 13697 Oak Glen Rd	\$ 6,000.00	\$ 914.99	\$ 3,969.59	\$ 2,030.41	33.84%
01-50-510-471131	Utilities - 9781 Ave Miravilla	\$ 4,000.00	\$ 435.08	\$ 3,561.20	\$ 438.80	10.97%
	<b>Rent/Utilities</b>	<b>\$ 46,000.00</b>	<b>\$ 5,324.65</b>	<b>\$ 37,203.38</b>	<b>\$ 8,796.62</b>	<b>19.12%</b>
<b>Revenue Total</b>		<b>\$ 26,175,000.00</b>	<b>\$ 2,831,654.08</b>	<b>\$ 24,249,436.86</b>	<b>\$ 1,925,563.14</b>	<b>7.36%</b>

General Ledger  
Budget Variance Expense

User: wclayton  
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Period 10 - 10  
Fiscal Year 2022



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	\$ 86,800.00	\$ 6,760.00	\$ 72,540.00	\$ 14,260.00	\$ -	16.43%
01-10-110-500115	Social Security	\$ 5,500.00	\$ 419.12	\$ 4,497.48	\$ 1,002.52	\$ -	18.23%
01-10-110-500120	Medicare	\$ 2,200.00	\$ 98.02	\$ 1,051.83	\$ 1,148.17	\$ -	52.19%
01-10-110-500125	Health Insurance	\$ 67,200.00	\$ 3,899.09	\$ 38,990.90	\$ 28,209.10	\$ -	41.98%
01-10-110-500140	Life Insurance	\$ 1,200.00	\$ 9.21	\$ 112.26	\$ 1,087.74	\$ -	90.65%
01-10-110-500143	EAP Program	\$ 1,100.00	\$ 7.75	\$ 77.50	\$ 1,022.50	\$ -	92.95%
01-10-110-500145	Workers' Compensation	\$ 1,000.00	\$ 42.74	\$ 405.23	\$ 594.77	\$ -	59.48%
01-10-110-500175	Training/Education/Mtgs/Travel	\$ 21,000.00	\$ 908.50	\$ 14,803.55	\$ 6,196.45	\$ -	29.51%
	<b>Board of Directors Personnel</b>	\$ <b>186,000.00</b>	\$ <b>12,144.43</b>	\$ <b>132,478.75</b>	\$ <b>53,521.25</b>	\$ -	<b>28.77%</b>
01-10-110-550042	Supplies-Other	\$ 1,000.00	\$ 72.40	\$ 320.90	\$ 679.10	\$ -	67.91%
	<b>Board of Directors Materials &amp; Supplies</b>	\$ <b>1,000.00</b>	\$ <b>72.40</b>	\$ <b>320.90</b>	\$ <b>679.10</b>	\$ -	<b>67.91%</b>
01-10-110-550012	Election Expenses	\$ 6,000.00	\$ -	\$ 6.00	\$ 5,994.00	\$ -	99.90%
01-10-110-550051	Advertising/Legal Notices	\$ 4,000.00	\$ -	\$ 2,745.45	\$ 1,254.55	\$ -	31.36%
	<b>Board of Directors Services</b>	\$ <b>10,000.00</b>	\$ -	\$ <b>2,751.45</b>	\$ <b>7,248.55</b>	\$ -	<b>72.49%</b>
<b>Expense Total</b>	<b>BOARD OF DIRECTORS</b>	\$ <b>197,000.00</b>	\$ <b>12,216.83</b>	\$ <b>135,551.10</b>	\$ <b>61,448.90</b>	\$ -	<b>31.19%</b>
<b>20</b>	<b>ENGINEERING</b>						
01-20-210-500105	Labor	\$ 525,500.00	\$ 29,241.94	\$ 349,301.49	\$ 176,198.51	\$ -	33.53%
01-20-210-500115	Social Security	\$ 40,000.00	\$ 1,965.92	\$ 22,346.15	\$ 17,653.85	\$ -	44.13%
01-20-210-500120	Medicare	\$ 10,000.00	\$ 459.79	\$ 5,226.29	\$ 4,773.71	\$ -	47.74%
01-20-210-500125	Health Insurance	\$ 101,000.00	\$ 5,434.63	\$ 54,346.30	\$ 46,653.70	\$ -	46.19%
01-20-210-500140	Life Insurance	\$ 2,000.00	\$ 49.84	\$ 491.29	\$ 1,508.71	\$ -	75.44%
01-20-210-500143	EAP Program	\$ 1,000.00	\$ 7.75	\$ 77.50	\$ 922.50	\$ -	92.25%
01-20-210-500145	Workers' Compensation	\$ 5,000.00	\$ 244.68	\$ 2,478.03	\$ 2,521.97	\$ -	50.44%
01-20-210-500150	Unemployment Insurance	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100.00%
01-20-210-500155	Retirement/CalPERS	\$ 90,000.00	\$ 4,129.79	\$ 48,190.03	\$ 41,809.97	\$ -	46.00%
01-20-210-500165	Uniforms & Employee Benefits	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-20-210-500175	Training/Education/Mtgs/Travel	\$ 6,000.00	\$ 620.00	\$ 685.00	\$ 5,315.00	\$ -	88.58%
01-20-210-500180	Accrued Sick Leave Expense	\$ 29,000.00	\$ 2,376.50	\$ 3,425.05	\$ 25,574.95	\$ -	88.19%
01-20-210-500185	Accrued Vacation Leave Expense	\$ 23,000.00	\$ -	\$ 7,310.24	\$ 15,689.76	\$ -	68.22%
01-20-210-500187	Accrual Leave Payments	\$ 16,000.00	\$ -	\$ -	\$ 16,000.00	\$ -	100.00%
01-20-210-500195	CIP Related Labor	\$ (225,000.00)	\$ (2,125.35)	\$ (43,084.45)	\$ (181,915.55)	\$ -	80.85%
	<b>Engineering Personnel</b>	\$ <b>644,500.00</b>	\$ <b>42,405.49</b>	\$ <b>450,792.92</b>	\$ <b>193,707.08</b>	\$ -	<b>30.06%</b>
01-20-210-540048	Permits, Fees & Licensing	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
	<b>Engineering Materials &amp; Supplies</b>	\$ <b>3,000.00</b>	\$ -	\$ -	\$ <b>3,000.00</b>	\$ -	<b>100.00%</b>
01-20-210-500190	Temporary Labor	\$ 41,500.00	\$ 5,886.10	\$ 21,306.79	\$ 20,193.21	\$ -	48.66%
01-20-210-540014	Development Reimbursable GIS	\$ 75,000.00	\$ -	\$ 12,800.00	\$ 62,200.00	\$ -	82.93%
01-20-210-550030	Membership Dues	\$ 2,000.00	\$ -	\$ 588.00	\$ 1,412.00	\$ -	70.60%
01-20-210-550051	Advertising/Legal Notices	\$ 10,000.00	\$ 500.00	\$ 1,011.14	\$ 8,988.86	\$ -	89.89%
01-20-210-580031	Outside Engineering	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	\$ -	100.00%
01-20-210-580032	CIP Related Outside Engineering	\$ (42,000.00)	\$ -	\$ -	\$ (42,000.00)	\$ -	100.00%
	<b>Engineering Services</b>	\$ <b>146,500.00</b>	\$ <b>6,386.10</b>	\$ <b>35,705.93</b>	\$ <b>110,794.07</b>	\$ -	<b>75.63%</b>
<b>Expense Total</b>	<b>ENGINEERING</b>	\$ <b>794,000.00</b>	\$ <b>48,791.59</b>	\$ <b>486,498.85</b>	\$ <b>307,501.15</b>	\$ -	<b>38.73%</b>
<b>30</b>	<b>FINANCE &amp; ADMIN SERVICES</b>						
01-30-310-500105	Labor	\$ 1,217,000.00	\$ 89,484.43	\$ 914,284.52	\$ 302,715.48	\$ -	24.87%
01-30-310-500110	Overtime	\$ 15,000.00	\$ 428.60	\$ 7,437.05	\$ 7,562.95	\$ -	50.42%
01-30-310-500111	Double Time	\$ 3,000.00	\$ 233.94	\$ 2,042.37	\$ 957.63	\$ -	31.92%
01-30-310-500115	Social Security	\$ 92,000.00	\$ 4,792.08	\$ 57,659.35	\$ 34,340.65	\$ -	37.33%
01-30-310-500120	Medicare	\$ 22,000.00	\$ 1,391.91	\$ 14,349.69	\$ 7,650.31	\$ -	34.77%
01-30-310-500125	Health Insurance	\$ 348,000.00	\$ 18,082.85	\$ 187,447.03	\$ 160,552.97	\$ -	46.14%
01-30-310-500130	CalPERS Health Admin Costs	\$ 2,000.00	\$ 243.51	\$ 2,047.33	\$ (47.33)	\$ -	-2.37%
01-30-310-500140	Life Insurance	\$ 4,000.00	\$ 144.84	\$ 1,437.70	\$ 2,562.30	\$ -	64.06%
01-30-310-500143	EAP Program	\$ 2,000.00	\$ 20.15	\$ 213.83	\$ 1,786.17	\$ -	89.31%
01-30-310-500145	Workers' Compensation	\$ 10,000.00	\$ 611.39	\$ 5,709.46	\$ 4,290.54	\$ -	42.91%
01-30-310-500150	Unemployment Insurance	\$ 42,000.00	\$ -	\$ -	\$ 42,000.00	\$ -	100.00%
01-30-310-500155	Retirement/CalPERS	\$ 244,000.00	\$ 17,016.38	\$ 176,062.41	\$ 67,937.59	\$ -	27.84%
01-30-310-500161	Estimated Current Year OPEB	\$ 213,000.00	\$ -	\$ -	\$ 213,000.00	\$ -	100.00%
01-30-310-500165	Uniforms & Employee Benefits	\$ 1,000.00	\$ -	\$ 614.17	\$ 385.83	\$ -	38.58%
01-30-310-500175	Training/Education/Mtgs/Travel	\$ 31,000.00	\$ 332.78	\$ 20,214.26	\$ 10,785.74	\$ -	34.79%
01-30-310-500180	Accrued Sick Leave Expense	\$ 63,000.00	\$ 1,299.26	\$ 23,547.74	\$ 39,452.26	\$ -	62.62%
01-30-310-500185	Accrued Vacation Leave Expense	\$ 89,000.00	\$ 1,452.45	\$ 24,140.69	\$ 64,859.31	\$ -	72.84%
01-30-310-500187	Accrual Leave Payments	\$ 93,000.00	\$ 4,924.00	\$ 37,405.22	\$ 55,594.78	\$ -	59.78%
01-30-310-500195	CIP Related Labor	\$ (16,000.00)	\$ -	\$ -	\$ (16,000.00)	\$ -	100.00%
01-30-310-560000	GASB 68 Pension Expense	\$ 283,000.00	\$ -	\$ -	\$ 283,000.00	\$ -	100.00%
01-30-320-500105	Labor	\$ 69,400.00	\$ 4,663.50	\$ 62,898.56	\$ 6,501.44	\$ -	9.37%
01-30-320-500110	Overtime	\$ 3,000.00	\$ -	\$ 1,039.00	\$ 1,961.00	\$ -	65.37%
01-30-320-500111	Double Time	\$ 1,600.00	\$ -	\$ 553.58	\$ 1,046.42	\$ -	65.40%
01-30-320-500115	Social Security	\$ 6,000.00	\$ 405.45	\$ 4,279.33	\$ 1,720.67	\$ -	28.68%
01-30-320-500120	Medicare	\$ 2,000.00	\$ 94.83	\$ 1,000.85	\$ 999.15	\$ -	49.96%
01-30-320-500125	Health Insurance	\$ 26,000.00	\$ 1,352.96	\$ 13,615.64	\$ 12,384.36	\$ -	47.63%
01-30-320-500140	Life Insurance	\$ 1,000.00	\$ 10.29	\$ 101.62	\$ 898.38	\$ -	89.84%
01-30-320-500143	EAP Program	\$ 1,000.00	\$ 1.55	\$ 15.57	\$ 984.43	\$ -	98.44%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
01-30-320-500145	Workers' Compensation	\$ 1,000.00	\$ 41.31	\$ 384.63	\$ 615.37	\$ -	61.54%
01-30-320-500150	Unemployment Insurance	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
01-30-320-500155	Retirement/CalPERS	\$ 8,000.00	\$ 792.55	\$ 7,519.30	\$ 480.70	\$ -	6.01%
01-30-320-500165	Uniforms & Employee Benefits	\$ 200.00	\$ -	\$ 48.49	\$ 151.51	\$ -	75.76%
01-30-320-500175	Training/Education/Mtgs/Travel	\$ 13,000.00	\$ (449.00)	\$ 6,738.04	\$ 6,261.96	\$ -	48.17%
01-30-320-500176	Professional Development	\$ 41,000.00	\$ 146.76	\$ 7,588.36	\$ 33,411.64	\$ -	81.49%
01-30-320-500177	General Safety Trng & Supplies	\$ 31,000.00	\$ 1,215.00	\$ 14,207.10	\$ 16,792.90	\$ -	54.17%
01-30-320-500180	Accrued Sick Leave Expense	\$ 4,000.00	\$ -	\$ 1,929.72	\$ 2,070.28	\$ -	51.76%
01-30-320-500185	Accrued Vacation Leave Expense	\$ 4,000.00	\$ 1,873.30	\$ 2,577.70	\$ 1,422.30	\$ -	35.56%
01-30-320-500187	Accrual Leave Payments	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
01-30-320-550024	Employment Testing	\$ 5,000.00	\$ 103.95	\$ 764.52	\$ 4,235.48	\$ -	84.71%
	<b>Finance &amp; Admin Services Personnel</b>	<b>\$ 2,980,200.00</b>	<b>\$ 150,711.02</b>	<b>\$ 1,599,874.83</b>	<b>\$ 1,380,325.17</b>	<b>\$ -</b>	<b>46.32%</b>
01-30-310-550006	Cashiering Shortages/Overages	\$ 100.00	\$ 0.05	\$ 6.54	\$ 93.46	\$ -	93.46%
01-30-310-550042	Office Supplies	\$ 10,000.00	\$ 1,470.34	\$ 9,702.54	\$ 297.46	\$ -	2.97%
01-30-310-550046	Office Equipment	\$ 4,225.00	\$ -	\$ 2,437.16	\$ 1,787.84	\$ -	42.32%
01-30-310-550048	Postage	\$ 40,000.00	\$ 242.88	\$ 11,660.25	\$ 28,339.75	\$ -	70.85%
01-30-310-550072	Miscellaneous Operating Exp	\$ 1,000.00	\$ -	\$ 2,575.22	\$ (1,575.22)	\$ -	-157.52%
01-30-310-550078	Bad Debt Expense	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	100.00%
01-30-310-550084	Depreciation	\$ 3,000,000.00	\$ 256,044.50	\$ 2,569,991.28	\$ 430,008.72	\$ -	14.33%
01-30-320-550028	District Certification	\$ 4,000.00	\$ -	\$ 2,506.38	\$ 1,493.62	\$ -	37.34%
01-30-320-550042	Office Supplies	\$ 3,000.00	\$ -	\$ 1,145.32	\$ 1,854.68	\$ -	61.82%
	<b>Finance &amp; Admin Services Materials &amp; Supplies</b>	<b>\$ 3,087,325.00</b>	<b>\$ 257,757.77</b>	<b>\$ 2,600,024.69</b>	<b>\$ 487,300.31</b>	<b>\$ -</b>	<b>15.78%</b>
01-30-310-500190	Temporary Labor	\$ 35,000.00	\$ -	\$ 688.20	\$ 34,311.80	\$ -	98.03%
01-30-310-550001	Bank/Financial Service Fees	\$ 17,000.00	\$ 224.54	\$ 1,061.57	\$ 15,938.43	\$ -	93.76%
01-30-310-550008	Transaction/Return Fees	\$ 3,000.00	\$ 71.63	\$ 1,024.07	\$ 1,975.93	\$ -	65.86%
01-30-310-550010	Transaction/Credit Card Fees	\$ 80,000.00	\$ 11,199.83	\$ 83,903.74	\$ (3,903.74)	\$ -	-4.88%
01-30-310-550014	Credit Check Fees	\$ 7,000.00	\$ 633.84	\$ 5,525.98	\$ 1,474.02	\$ -	21.06%
01-30-310-550030	Membership Dues	\$ 40,000.00	\$ 1,936.67	\$ 34,138.66	\$ 5,861.34	\$ -	14.65%
01-30-310-550036	Notary and Lien Fees	\$ 3,000.00	\$ 305.00	\$ 1,628.00	\$ 1,372.00	\$ -	45.73%
01-30-310-550050	Utility Billing Service	\$ 81,000.00	\$ 7,172.67	\$ 71,624.76	\$ 9,375.24	\$ -	11.57%
01-30-310-550051	Advertising/Legal Notices	\$ 7,000.00	\$ 1,030.83	\$ 2,139.48	\$ 4,860.52	\$ 550.00	61.58%
01-30-310-550054	Property, Auto, General Ins	\$ 130,000.00	\$ 14,664.08	\$ 114,716.89	\$ 15,283.11	\$ -	11.76%
01-30-310-580001	Accounting and Audit	\$ 37,000.00	\$ -	\$ 29,925.00	\$ 7,075.00	\$ -	19.12%
01-30-310-580011	General Legal	\$ 112,000.00	\$ -	\$ 46,083.19	\$ 65,916.81	\$ -	58.85%
01-30-310-580036	Other Professional Services	\$ 310,700.00	\$ 6,038.75	\$ 63,410.49	\$ 247,289.51	\$ -	79.59%
01-30-320-550025	Employee Retention	\$ 5,000.00	\$ 133.71	\$ 1,334.50	\$ 3,665.50	\$ -	73.31%
01-30-320-550026	Recruitment Expense	\$ 13,000.00	\$ -	\$ 2,225.00	\$ 10,775.00	\$ -	82.88%
01-30-320-550030	Membership Dues	\$ 3,000.00	\$ 80.00	\$ 2,053.00	\$ 947.00	\$ -	31.57%
01-30-320-550051	Advertising/Legal Notices	\$ 4,000.00	\$ -	\$ 1,093.49	\$ 2,906.51	\$ -	72.66%
01-30-320-580036	Other Professional Services	\$ 63,500.00	\$ -	\$ 21,766.49	\$ 41,733.51	\$ -	65.72%
	<b>Finance &amp; Admin Services Services</b>	<b>\$ 951,200.00</b>	<b>\$ 43,491.55</b>	<b>\$ 484,342.51</b>	<b>\$ 466,857.49</b>	<b>\$ 550.00</b>	<b>49.02%</b>
<b>Expense Total</b>	<b>FINANCE &amp; ADMIN SERVICES</b>	<b>\$ 7,018,725.00</b>	<b>\$ 451,960.34</b>	<b>\$ 4,684,242.03</b>	<b>\$ 2,334,482.97</b>	<b>\$ 550.00</b>	<b>33.25%</b>
<b>35</b>	<b>INFORMATION TECHNOLOGY</b>						
01-35-315-500105	Labor	\$ 152,000.00	\$ 11,796.80	\$ 123,129.10	\$ 28,870.90	\$ -	18.99%
01-35-315-500115	Social Security	\$ 12,000.00	\$ 732.00	\$ 8,371.93	\$ 3,628.07	\$ -	30.23%
01-35-315-500120	Medicare	\$ 3,000.00	\$ 171.20	\$ 1,957.97	\$ 1,042.03	\$ -	34.73%
01-35-315-500125	Health Insurance	\$ 26,000.00	\$ 2,027.66	\$ 20,276.60	\$ 5,723.40	\$ -	22.01%
01-35-315-500140	Life Insurance	\$ 1,000.00	\$ 19.10	\$ 191.34	\$ 808.66	\$ -	80.87%
01-35-315-500143	EAP Program	\$ 1,000.00	\$ 1.55	\$ 15.50	\$ 984.50	\$ -	98.45%
01-35-315-500145	Workers' Compensation	\$ 2,000.00	\$ 74.56	\$ 698.66	\$ 1,301.34	\$ -	65.07%
01-35-315-500150	Unemployment Insurance	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ -	100.00%
01-35-315-500155	Retirement/CalPERS	\$ 18,000.00	\$ 1,526.07	\$ 15,181.47	\$ 2,818.53	\$ -	15.66%
01-35-315-500175	Training/Education/Mtgs/Travel	\$ 5,000.00	\$ -	\$ 4,597.10	\$ 402.90	\$ -	8.06%
01-35-315-500180	Accrued Sick Leave Expense	\$ 9,000.00	\$ -	\$ -	\$ 9,000.00	\$ -	100.00%
01-35-315-500185	Accrued Vacation Leave Expense	\$ 16,000.00	\$ -	\$ 1,843.25	\$ 14,156.75	\$ -	88.48%
01-35-315-500187	Accrual Leave Payments	\$ 15,000.00	\$ -	\$ 9,954.29	\$ 5,045.71	\$ -	33.64%
01-35-315-500195	CIP Related Labor	\$ (33,000.00)	\$ -	\$ -	\$ (33,000.00)	\$ -	100.00%
	<b>Information Technology Personnel</b>	<b>\$ 233,000.00</b>	<b>\$ 16,348.94</b>	<b>\$ 186,217.21</b>	<b>\$ 46,782.79</b>	<b>\$ -</b>	<b>20.08%</b>
01-35-315-550044	Printing/Toner and Maintenance	\$ 28,000.00	\$ 2,723.42	\$ 17,130.88	\$ 10,869.12	\$ -	38.82%
01-35-315-580016	Computer Hardware	\$ 30,000.00	\$ -	\$ 19,439.04	\$ 10,560.96	\$ -	35.20%
01-35-315-580028	Cybersecurity Soft & Hardware	\$ 50,000.00	\$ -	\$ 45,835.73	\$ 4,164.27	\$ -	8.33%
	<b>Information Technology Materials &amp; Supplies</b>	<b>\$ 108,000.00</b>	<b>\$ 2,723.42</b>	<b>\$ 82,405.65</b>	<b>\$ 25,594.35</b>	<b>\$ -</b>	<b>23.70%</b>
01-35-315-501511	Telephone/Internet Service	\$ 45,000.00	\$ 5,278.81	\$ 49,555.88	\$ (4,555.88)	\$ -	-10.12%
01-35-315-501521	Building Alarms and Security	\$ 10,000.00	\$ 624.32	\$ 6,867.52	\$ 3,132.48	\$ -	31.32%
01-35-315-540014	GIS Maintenance and Updates	\$ 10,000.00	\$ -	\$ 2,400.00	\$ 7,600.00	\$ -	76.00%
01-35-315-550030	Membership Dues	\$ 3,000.00	\$ 225.00	\$ 1,688.88	\$ 1,311.12	\$ -	43.70%
01-35-315-580021	IT/Software Support	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	\$ -	100.00%
01-35-315-580026	License/Maintenance/Support	\$ 220,000.00	\$ 12,429.78	\$ 152,362.68	\$ 67,637.32	\$ -	30.74%
	<b>Information Technology Services</b>	<b>\$ 296,000.00</b>	<b>\$ 18,557.91</b>	<b>\$ 212,874.96</b>	<b>\$ 83,125.04</b>	<b>\$ -</b>	<b>28.08%</b>
<b>Expense Total</b>	<b>INFORMATION TECHNOLOGY</b>	<b>\$ 637,000.00</b>	<b>\$ 37,630.27</b>	<b>\$ 481,497.82</b>	<b>\$ 155,502.18</b>	<b>\$ -</b>	<b>24.41%</b>
<b>40</b>	<b>OPERATIONS</b>						
<b>410</b>	<b>Source of Supply Personnel</b>						
01-40-410-500105	Labor	\$ 448,900.00	\$ 23,325.22	\$ 238,470.75	\$ 210,429.25	\$ -	46.88%
01-40-410-500109	FLSA Overtime	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ -	100.00%
01-40-410-500110	Overtime	\$ 17,000.00	\$ 277.00	\$ 4,456.27	\$ 12,543.73	\$ -	73.79%
01-40-410-500111	Double Time	\$ 3,000.00	\$ -	\$ 36.93	\$ 2,963.07	\$ -	98.77%
01-40-410-500113	Standby/On-Call	\$ 13,000.00	\$ 1,120.00	\$ 9,520.00	\$ 3,480.00	\$ -	26.77%



Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
01-40-410-500114	Incentive Pay	\$ 2,000.00	\$ 200.00	\$ 1,400.00	\$ 600.00	\$ -	30.00%
01-40-410-500115	Social Security	\$ 34,000.00	\$ 1,682.51	\$ 17,726.70	\$ 16,273.30	\$ -	47.86%
01-40-410-500120	Medicare	\$ 8,000.00	\$ 393.51	\$ 4,145.82	\$ 3,854.18	\$ -	48.18%
01-40-410-500125	Health Insurance	\$ 151,000.00	\$ 7,820.98	\$ 78,816.92	\$ 72,183.08	\$ -	47.80%
01-40-410-500140	Life Insurance	\$ 2,000.00	\$ 41.30	\$ 405.93	\$ 1,594.07	\$ -	79.70%
01-40-410-500143	EAP Program	\$ 1,000.00	\$ 6.20	\$ 61.76	\$ 938.24	\$ -	93.82%
01-40-410-500145	Workers' Compensation	\$ 19,000.00	\$ 892.93	\$ 8,370.02	\$ 10,629.98	\$ -	55.95%
01-40-410-500150	Unemployment Insurance	\$ 26,000.00	\$ -	\$ -	\$ 26,000.00	\$ -	100.00%
01-40-410-500155	Retirement/CalPERS	\$ 105,000.00	\$ 6,960.78	\$ 69,302.47	\$ 35,697.53	\$ -	34.00%
01-40-410-500165	Uniforms & Employee Benefits	\$ 4,000.00	\$ -	\$ 709.37	\$ 3,290.63	\$ -	82.27%
01-40-410-500175	Training/Education/Mtgs/Travel	\$ 6,000.00	\$ 330.00	\$ 3,305.74	\$ 2,694.26	\$ -	44.90%
01-40-410-500180	Accrued Sick Leave Expense	\$ 21,000.00	\$ (238.59)	\$ 14,367.94	\$ 6,632.06	\$ -	31.58%
01-40-410-500185	Accrued Vacation Leave Expense	\$ 31,000.00	\$ 2,190.35	\$ 15,884.12	\$ 15,115.88	\$ -	48.76%
01-40-410-500187	Accrual Leave Payments	\$ 11,000.00	\$ -	\$ -	\$ 11,000.00	\$ -	100.00%
01-40-410-500195	CIP Related Labor	\$ (20,000.00)	\$ -	\$ -	\$ (20,000.00)	\$ -	100.00%
01-40-410-550024	Employment Testing	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
<b>440</b>	<b>Transmission &amp; Distribution Personnel</b>						
01-40-440-500105	Labor	\$ 1,060,000.00	\$ 61,083.47	\$ 675,649.22	\$ 384,350.78	\$ -	36.26%
01-40-440-500110	Overtime	\$ 74,000.00	\$ 6,220.77	\$ 52,009.64	\$ 21,990.36	\$ -	29.72%
01-40-440-500111	Double Time	\$ 36,000.00	\$ 558.73	\$ 26,470.51	\$ 9,529.49	\$ -	26.47%
01-40-440-500113	Standby/On-Call	\$ 28,000.00	\$ 1,957.57	\$ 18,430.00	\$ 9,570.00	\$ -	34.18%
01-40-440-500115	Social Security	\$ 81,700.00	\$ 4,504.03	\$ 51,470.63	\$ 30,229.37	\$ -	37.00%
01-40-440-500120	Medicare	\$ 20,000.00	\$ 1,053.38	\$ 11,755.18	\$ 8,244.82	\$ -	41.22%
01-40-440-500125	Health Insurance	\$ 334,600.00	\$ 16,422.18	\$ 177,430.99	\$ 157,169.01	\$ -	46.97%
01-40-440-500140	Life Insurance	\$ 4,000.00	\$ 101.25	\$ 1,095.14	\$ 2,904.86	\$ -	72.62%
01-40-440-500143	EAP Program	\$ 2,000.00	\$ 16.26	\$ 204.11	\$ 1,795.89	\$ -	89.79%
01-40-440-500145	Workers' Compensation	\$ 36,000.00	\$ 1,855.78	\$ 18,936.05	\$ 17,063.95	\$ -	47.40%
01-40-440-500155	Retirement/CalPERS	\$ 224,000.00	\$ 13,759.67	\$ 142,911.05	\$ 81,088.95	\$ -	36.20%
01-40-440-500165	Uniforms & Employee Benefits	\$ 14,000.00	\$ 993.04	\$ 5,212.78	\$ 8,787.22	\$ -	62.77%
01-40-440-500175	Training/Education/Mtgs/Travel	\$ 5,000.00	\$ 360.00	\$ 2,147.54	\$ 2,852.46	\$ -	57.05%
01-40-440-500177	General Safety Supplies	\$ 11,000.00	\$ 507.51	\$ 9,556.09	\$ 1,443.91	\$ 3,690.45	-20.42%
01-40-440-500180	Accrued Sick Leave Expense	\$ 54,000.00	\$ 2,275.62	\$ 27,696.59	\$ 26,303.41	\$ -	48.71%
01-40-440-500185	Accrued Vacation Leave Expense	\$ 64,000.00	\$ 464.28	\$ 25,704.63	\$ 38,295.37	\$ -	59.84%
01-40-440-500187	Accrual Leave Payments	\$ 63,000.00	\$ -	\$ 4,960.84	\$ 58,039.16	\$ -	92.13%
01-40-440-500195	CIP Related Labor	\$ (111,000.00)	\$ -	\$ -	\$ (111,000.00)	\$ -	100.00%
01-40-440-550024	Employment Testing	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
<b>450</b>	<b>Inspections Personnel</b>						
01-40-450-500105	Labor	\$ 54,000.00	\$ 9,164.81	\$ 58,289.37	\$ (4,289.37)	\$ -	-7.94%
01-40-450-500110	Overtime	\$ 20,000.00	\$ 3,159.32	\$ 23,243.51	\$ (3,243.51)	\$ -	-16.22%
01-40-450-500111	Double Time	\$ 2,000.00	\$ -	\$ 329.60	\$ 1,670.40	\$ -	83.52%
01-40-450-500115	Social Security	\$ 6,300.00	\$ 766.86	\$ 5,083.86	\$ 1,216.14	\$ -	19.30%
01-40-450-500120	Medicare	\$ 1,000.00	\$ 179.35	\$ 1,189.03	\$ (189.03)	\$ -	-18.90%
01-40-450-500125	Health Insurance	\$ 29,400.00	\$ 3,713.70	\$ 20,408.35	\$ 8,991.65	\$ -	30.58%
01-40-450-500140	Life Insurance	\$ 1,000.00	\$ 19.19	\$ 108.91	\$ 891.09	\$ -	89.11%
01-40-450-500143	EAP Program	\$ 1,000.00	\$ 3.18	\$ 17.69	\$ 982.31	\$ -	98.23%
01-40-450-500145	Workers' Compensation	\$ 2,000.00	\$ 353.09	\$ 2,247.61	\$ (247.61)	\$ -	-12.38%
01-40-450-500155	Retirement/CalPERS	\$ 10,000.00	\$ 1,850.96	\$ 12,735.53	\$ (2,735.53)	\$ -	-27.36%
<b>460</b>	<b>Customer Svc &amp; Meter Reading Personnel</b>						
01-40-460-500105	Labor	\$ 197,000.00	\$ 20,767.60	\$ 156,462.52	\$ 40,537.48	\$ -	20.58%
01-40-460-500110	Overtime	\$ 16,000.00	\$ 38.10	\$ 2,371.15	\$ 13,628.85	\$ -	85.18%
01-40-460-500111	Double Time	\$ 4,000.00	\$ 159.20	\$ 1,369.76	\$ 2,630.24	\$ -	65.76%
01-40-460-500113	Standby/On-Call	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
01-40-460-500115	Social Security	\$ 16,000.00	\$ 1,349.26	\$ 11,193.72	\$ 4,806.28	\$ -	30.04%
01-40-460-500120	Medicare	\$ 4,000.00	\$ 315.56	\$ 2,617.90	\$ 1,382.10	\$ -	34.55%
01-40-460-500125	Health Insurance	\$ 76,000.00	\$ 5,822.58	\$ 50,757.92	\$ 25,242.08	\$ -	33.21%
01-40-460-500140	Life Insurance	\$ 1,000.00	\$ 32.35	\$ 229.69	\$ 770.31	\$ -	77.03%
01-40-460-500143	EAP Program	\$ 1,000.00	\$ 6.91	\$ 46.01	\$ 953.99	\$ -	95.40%
01-40-460-500145	Workers' Compensation	\$ 8,000.00	\$ 714.64	\$ 5,239.19	\$ 2,760.81	\$ -	34.51%
01-40-460-500155	Retirement/CalPERS	\$ 55,000.00	\$ 4,674.55	\$ 44,461.95	\$ 10,538.05	\$ -	19.16%
01-40-460-500165	Uniforms & Employee Benefits	\$ 3,000.00	\$ -	\$ 553.79	\$ 2,446.21	\$ -	81.54%
01-40-460-500175	Training/Education/Mtgs/Travel	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-40-460-500180	Accrued Sick Leave Expense	\$ 9,000.00	\$ 784.28	\$ 7,167.46	\$ 1,832.54	\$ -	20.36%
01-40-460-500185	Accrued Vacation Leave Expense	\$ 16,000.00	\$ -	\$ 13,026.91	\$ 2,973.09	\$ -	18.58%
01-40-460-500187	Accrual Leave Payments	\$ 11,000.00	\$ -	\$ -	\$ 11,000.00	\$ -	100.00%
01-40-460-500195	CIP Related Labor	\$ (31,000.00)	\$ (7,887.43)	\$ (37,910.66)	\$ 6,910.66	\$ -	-22.29%
01-40-460-550024	Employment Testing	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
<b>470</b>	<b>Maintenance &amp; General Plant Personnel</b>						
01-40-470-500105	Labor	\$ 90,000.00	\$ 4,907.63	\$ 52,418.89	\$ 37,581.11	\$ -	41.76%
01-40-470-500110	Overtime	\$ 4,000.00	\$ -	\$ 542.45	\$ 3,457.55	\$ -	86.44%
01-40-470-500111	Double Time	\$ 2,000.00	\$ -	\$ 334.18	\$ 1,665.82	\$ -	83.29%
01-40-470-500115	Social Security	\$ 7,000.00	\$ 316.59	\$ 3,481.35	\$ 3,518.65	\$ -	50.27%
01-40-470-500120	Medicare	\$ 2,000.00	\$ 74.05	\$ 775.39	\$ 1,224.61	\$ -	61.23%
01-40-470-500125	Health Insurance	\$ 38,000.00	\$ 1,871.43	\$ 21,024.26	\$ 16,975.74	\$ -	44.67%
01-40-470-500140	Life Insurance	\$ 1,000.00	\$ 7.94	\$ 94.80	\$ 905.20	\$ -	90.52%
01-40-470-500143	EAP Program	\$ 1,000.00	\$ 1.55	\$ 17.63	\$ 982.37	\$ -	98.24%
01-40-470-500145	Workers' Compensation	\$ 4,000.00	\$ 170.17	\$ 1,667.30	\$ 2,332.70	\$ -	58.32%
01-40-470-500155	Retirement/CalPERS	\$ 16,000.00	\$ 564.94	\$ 5,669.16	\$ 10,330.84	\$ -	64.57%
01-40-470-500165	Uniforms & Employee Benefits	\$ 1,000.00	\$ 107.75	\$ 870.02	\$ 129.98	\$ -	13.00%
01-40-470-500175	Training/Education/Mtgs/Travel	\$ 2,000.00	\$ 75.00	\$ 318.38	\$ 1,681.62	\$ -	84.08%
01-40-470-500180	Accrued Sick Leave Expenses	\$ 3,000.00	\$ 197.47	\$ 2,190.58	\$ 809.42	\$ -	26.98%
01-40-470-500185	Accrued Vacation Expenses	\$ 3,000.00	\$ -	\$ 650.67	\$ 2,349.33	\$ -	78.31%
01-40-470-550024	Employment Testing	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
	<b>Operations Personnel</b>	<b>\$ 3,579,500.00</b>	<b>\$ 211,418.31</b>	<b>\$ 2,189,917.56</b>	<b>\$ 1,389,582.44</b>	<b>\$ 3,690.45</b>	<b>38.72%</b>
<b>410</b>	<b>Source of Supply Materials &amp; Supplies</b>						
01-40-410-501101	Electricity - Wells	\$ 2,502,000.00	\$ 227,197.18	\$ 2,302,528.80	\$ 199,471.20	\$ -	7.97%
01-40-410-501201	Gas - Wells	\$ 1,000.00	\$ 14.30	\$ 148.42	\$ 851.58	\$ -	85.16%
01-40-410-510011	Treatment & Chemicals	\$ 150,000.00	\$ 19,207.00	\$ 114,621.20	\$ 35,378.80	\$ -	23.59%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
01-40-410-510021	Lab Testing	\$ 90,000.00	\$ 26,393.34	\$ 106,369.65	\$ (16,369.65)	\$ -	-18.19%
01-40-410-510031	Tools, Parts, & Maintenance	\$ 8,000.00	\$ 392.67	\$ 3,468.02	\$ 4,531.98	\$ -	56.65%
01-40-410-520021	Maint & Repair-Telemetry	\$ 5,000.00	\$ 1,933.55	\$ 3,882.55	\$ 1,117.45	\$ -	22.35%
01-40-410-520061	Maint & Repair-Pumping Equip	\$ 272,900.00	\$ 7,406.48	\$ 124,191.82	\$ 148,708.18	\$ 13,546.83	49.53%
01-40-410-550066	Subscriptions	\$ 3,000.00	\$ -	\$ 1,128.75	\$ 1,871.25	\$ -	62.38%
<b>440</b>	<b>Transmission &amp; Distribution Materials &amp; Supplies</b>						
01-40-440-510031	Tools, Parts, & Maintenance	\$ 14,000.00	\$ 616.96	\$ 12,485.98	\$ 1,514.02	\$ 5,465.01	-28.22%
01-40-440-520071	Maint & Repair-Pipeline/FireHyd	\$ 73,000.00	\$ 3,570.11	\$ 44,344.91	\$ 28,655.09	\$ -	39.25%
01-40-440-520081	Maint & Repair-Hydraulic Valve	\$ 25,000.00	\$ -	\$ 193.95	\$ 24,806.05	\$ -	99.22%
01-40-440-540001	Backflow Maintenance	\$ 5,000.00	\$ 157.98	\$ 1,769.06	\$ 3,230.94	\$ -	64.62%
01-40-440-540024	Inventory Adjustments	\$ 38,500.00	\$ -	\$ 15,331.62	\$ 23,168.38	\$ -	60.18%
01-40-440-540036	Line Locates	\$ 4,000.00	\$ 310.46	\$ 2,601.23	\$ 1,398.77	\$ -	34.97%
01-40-440-540042	Meters Maintenance & Services	\$ 101,000.00	\$ 3,589.53	\$ 59,882.36	\$ 41,117.64	\$ 1,167.00	39.56%
01-40-440-540078	Reservoir Maintenance	\$ 87,500.00	\$ -	\$ 21,649.27	\$ 65,850.73	\$ -	75.26%
<b>470</b>	<b>Maintenance &amp; General Plant Materials &amp; Supplies</b>						
01-40-470-501111	Electricity -560 Magnolia Ave	\$ 37,000.00	\$ 2,907.63	\$ 29,289.65	\$ 7,710.35	\$ -	20.84%
01-40-470-501121	Electricity -12303 Oak Glen Rd	\$ 5,000.00	\$ 315.21	\$ 3,470.66	\$ 1,529.34	\$ -	30.59%
01-40-470-501131	Electricity -13695 Oak Glen Rd	\$ 3,000.00	\$ 137.08	\$ 2,299.05	\$ 700.95	\$ -	23.37%
01-40-470-501141	Electricity -13697 Oak Glen Rd	\$ 3,000.00	\$ 194.36	\$ 2,400.37	\$ 599.63	\$ -	19.99%
01-40-470-501151	Electricity -9781 AveMiravilla	\$ 2,000.00	\$ 154.10	\$ 2,490.89	\$ (490.89)	\$ -	-24.54%
01-40-470-501161	Electricity -815 E 12th St	\$ 13,000.00	\$ 614.46	\$ 8,458.55	\$ 4,541.45	\$ -	34.93%
01-40-470-501171	Electricity -851 E 6th St	\$ 5,000.00	\$ 146.35	\$ 2,319.14	\$ 2,680.86	\$ -	53.62%
01-40-470-501321	Propane -12303 Oak Glen Rd	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-40-470-501331	Propane -13695 Oak Glen Rd	\$ 3,000.00	\$ 840.87	\$ 1,790.47	\$ 1,209.53	\$ -	40.32%
01-40-470-501341	Propane -13697 Oak Glen Rd	\$ 3,000.00	\$ 559.57	\$ 1,763.58	\$ 1,236.42	\$ -	41.21%
01-40-470-501351	Propane -9781 AveMiravilla	\$ 2,000.00	\$ 435.08	\$ 1,224.41	\$ 775.59	\$ -	38.78%
01-40-470-501411	Sanitation -560 Magnolia Ave	\$ 4,000.00	\$ 1,280.23	\$ 3,951.56	\$ 48.44	\$ -	1.21%
01-40-470-501461	Sanitation -815 E 12th Ave	\$ 6,000.00	\$ 493.26	\$ 4,939.56	\$ 1,060.44	\$ -	17.67%
01-40-470-501471	Sanitation -11083 Cherry Ave	\$ 4,000.00	\$ 310.41	\$ 2,956.62	\$ 1,043.38	\$ -	26.08%
01-40-470-501611	Maint & Repair-560 Magnolia	\$ 27,775.00	\$ 1,107.90	\$ 19,763.81	\$ 8,011.19	\$ -	28.84%
01-40-470-501621	Maint & Repair-12303 Oak Glen	\$ 12,000.00	\$ -	\$ 30,725.04	\$ (18,725.04)	\$ -	-156.04%
01-40-470-501631	Maint & Repair-13695 Oak Glen	\$ 12,000.00	\$ 199.32	\$ 30,297.09	\$ (18,297.09)	\$ -	-152.48%
01-40-470-501641	Maint & Repair-13697 Oak Glen	\$ 9,000.00	\$ -	\$ 7,547.89	\$ 1,452.11	\$ -	16.13%
01-40-470-501651	Maint & Repair-9781 Avenida	\$ 9,000.00	\$ -	\$ 982.84	\$ 8,017.16	\$ -	89.08%
01-40-470-501661	Maint & Repair-815 E 12th St	\$ 14,000.00	\$ 332.30	\$ 12,241.60	\$ 1,758.40	\$ -	12.56%
01-40-470-501671	Maint & Repair-851 E 6th St	\$ 3,000.00	\$ 289.83	\$ 2,932.32	\$ 67.68	\$ -	2.26%
01-40-470-501691	Maint & Repair-Buildings(Gen)	\$ 60,000.00	\$ 1,472.68	\$ 24,091.61	\$ 35,908.39	\$ -	59.85%
01-40-470-510001	Auto/Fuel	\$ 120,000.00	\$ 11,840.05	\$ 113,308.72	\$ 6,691.28	\$ -	5.58%
01-40-470-520011	Maint & Repair-Safety Equip	\$ 18,000.00	\$ 113.86	\$ 2,437.87	\$ 15,562.13	\$ -	86.46%
01-40-470-520031	Maint & Repair-General Equip	\$ 50,000.00	\$ 6,605.55	\$ 22,859.03	\$ 27,140.97	\$ -	54.28%
01-40-470-520041	Maintenance & Repair-Fleet	\$ 126,000.00	\$ 6,266.98	\$ 76,878.64	\$ 49,121.36	\$ -	38.99%
01-40-470-520051	Maintenance & Repair-Paving	\$ 83,000.00	\$ -	\$ 38,198.84	\$ 44,801.16	\$ -	53.98%
01-40-470-520053	Maint & Repair-Paving-Beaumont	\$ 379,000.00	\$ -	\$ 349,222.25	\$ 29,777.75	\$ -	7.86%
01-40-470-520091	Maint & Repair-Communication	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	100.00%
	<b>Operations Materials &amp; Supplies</b>	<b>\$ 4,400,675.00</b>	<b>\$ 327,406.64</b>	<b>\$ 3,613,439.65</b>	<b>\$ 787,235.35</b>	<b>\$ 20,178.84</b>	<b>17.43%</b>
<b>410</b>	<b>Source of Supply Services</b>						
01-40-410-500501	State Project Water Purchases	\$ 4,349,000.00	\$ -	\$ 152,418.00	\$ 4,196,582.00	\$ -	96.50%
01-40-410-540084	Regulations Mandates & Tariffs	\$ 97,000.00	\$ 10,795.00	\$ 62,041.75	\$ 34,958.25	\$ -	36.04%
<b>440</b>	<b>Transmission &amp; Distribution Services</b>						
01-40-440-500190	Temporary Labor	\$ 131,000.00	\$ -	\$ -	\$ 131,000.00	\$ -	100.00%
01-40-440-550051	Advertising/Legal Notices	\$ 5,000.00	\$ -	\$ 2,118.81	\$ 2,881.19	\$ -	57.62%
<b>470</b>	<b>Maintenance &amp; General Plant Services</b>						
01-40-470-540030	Landscape Maintenance	\$ 82,000.00	\$ 5,337.89	\$ 55,986.51	\$ 26,013.49	\$ -	31.72%
01-40-470-540072	NCRF, Canyons, & Pond Maint	\$ 200,000.00	\$ 3,157.46	\$ 20,919.85	\$ 179,080.15	\$ -	89.54%
01-40-470-540084	Encroachment Permits	\$ 36,000.00	\$ 1,136.19	\$ 35,527.50	\$ 472.50	\$ -	1.31%
	<b>Operations Services</b>	<b>\$ 4,900,000.00</b>	<b>\$ 20,426.54</b>	<b>\$ 329,012.42</b>	<b>\$ 4,570,987.58</b>	<b>\$ -</b>	<b>93.29%</b>
<b>Expense Total</b>	<b>OPERATIONS</b>	<b>\$ 12,880,175.00</b>	<b>\$ 559,251.49</b>	<b>\$ 6,132,369.63</b>	<b>\$ 6,747,805.37</b>	<b>\$ 23,869.29</b>	<b>52.20%</b>
<b>50</b>	<b>GENERAL</b>						
01-50-510-500112	Stipend-Association Mtg Attend	\$ 1,000.00	\$ 150.00	\$ 450.00	\$ 550.00	\$ -	55.00%
	<b>Personnel</b>	<b>\$ 1,000.00</b>	<b>\$ 150.00</b>	<b>\$ 450.00</b>	<b>\$ 550.00</b>	<b>\$ -</b>	<b>55.00%</b>
01-50-510-502001	Rents/Leases	\$ 27,000.00	\$ 2,317.95	\$ 22,431.31	\$ 4,568.69	\$ -	16.92%
01-50-510-510031	Tools, Parts, & Maintenance	\$ 1,000.00	\$ -	\$ 877.97	\$ 122.03	\$ -	12.20%
01-50-510-540066	Property Damage and Theft	\$ 13,000.00	\$ 13,031.31	\$ 18,237.50	\$ (5,237.50)	\$ -	-40.29%
01-50-510-550040	General Supplies	\$ 17,000.00	\$ 682.32	\$ 9,625.89	\$ 7,374.11	\$ 1,834.28	32.59%
01-50-510-550060	Public Ed/Community Outreach	\$ 100,000.00	\$ 5,248.75	\$ 105,438.01	\$ (5,438.01)	\$ -	-5.44%
01-50-510-550072	Miscellaneous Operating Exp	\$ 15,000.00	\$ -	\$ 13,771.06	\$ 1,228.94	\$ -	8.19%
01-50-510-550074	Disaster Preparedness Expenses	\$ 15,000.00	\$ 405.11	\$ 3,886.29	\$ 11,113.71	\$ -	74.09%
	<b>General Materials &amp; Supplies</b>	<b>\$ 188,000.00</b>	<b>\$ 21,685.44</b>	<b>\$ 174,268.03</b>	<b>\$ 13,731.97</b>	<b>\$ 1,834.28</b>	<b>6.33%</b>
01-50-510-550096	Beaumont Basin Watermaster	\$ 52,500.00	\$ -	\$ 43,261.00	\$ 9,239.00	\$ -	17.60%
01-50-510-550097	SAWPA Basin Monitoring Program	\$ 24,300.00	\$ 2,048.59	\$ 19,835.86	\$ 4,464.14	\$ -	18.37%
	<b>General Services</b>	<b>\$ 76,800.00</b>	<b>\$ 2,048.59</b>	<b>\$ 63,096.86</b>	<b>\$ 13,703.14</b>	<b>\$ -</b>	<b>17.84%</b>
<b>Expense Total</b>	<b>GENERAL</b>	<b>\$ 265,800.00</b>	<b>\$ 23,884.03</b>	<b>\$ 237,814.89</b>	<b>\$ 27,985.11</b>	<b>\$ 1,834.28</b>	<b>9.84%</b>
<b>Expense Total</b>	<b>ALL EXPENSES</b>	<b>\$ 21,792,700.00</b>	<b>\$ 1,133,734.55</b>	<b>\$ 12,157,974.32</b>	<b>\$ 9,634,725.68</b>	<b>\$ 26,253.57</b>	<b>44.09%</b>



**Beaumont-Cherry Valley Water District  
Board of Directors Meeting  
December 14, 2022**

Item 2b

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **October 31, 2022 Cash Balance and Investment Report**

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**Staff Recommendation**

Approve the October 31, 2022 Cash Balance and Investment Report.

**Summary**

Attached is the Cash and Investment Report as of October 31, 2022. The District's total invested cash and marketable securities have a market value of \$84,471,645.71.

**Analysis**

The attached reports include the following elements, in accordance with 5045.17 Investment Reporting:

- a. Listing of individual securities held at the end of the reporting period;
- b. Cost and market value of all securities, including realized and unrealized market value gains or losses per GASB requirements;
- c. Average weighted yield to maturity of the portfolio;
- d. Listing of investment by maturity date;
- e. Percentage of the total portfolio, which each type of investment represents;
- f. Statement of compliance with Investment Policy, including an explanation of any compliance exceptions (CGC Section 53646); and
- g. Certification of sufficient liquidity to meet budgeted expenditures over the ensuing six months (CGC Section 53646)

The investments, in type, maturity, and percentage of the total portfolio, follow the existing Board approved investment policy.

The weighted average maturity (WAM) of the portfolio is 310 days. The maximum WAM allowed by the Investment Policy is 1,825 days. The current portfolio and expected revenue cash flow will be sufficient to meet budgeted expenditure requirements for the next six months and the foreseeable future.

As the Federal Reserve increased the Fed Funds rate by 75 basis points in the last 4 FOMC meetings, interest rates have risen sharply this year, causing bond market values to fall. A benefit to the rise in interest rates is higher monthly investment income generated in the District's portfolio. This event led to unrealized losses in the portfolio for the 10/31/2022 statement date; the District's 1-3 year strategy allows higher-yielding securities to be purchased into the portfolio as securities mature. As portfolio bonds mature, Chandler, on behalf of BCVWD, reinvests into a higher rate environment hovering around the 4% levels currently.



In October, Chandler purchased a \$300K Verizon Master Trust bond at a yield of 4.28% and National Rural Utilities bond at a yield of 5.5%. These securities will support higher returns in the portfolio moving forward. To demonstrate the growing yields, on the quarterly reports, it is noted that the District's portfolio yield has increased to 3.05% as the maturing securities are reinvested.

**Attachment(s)**

October 31, 2022 Cash and Investment Report

Chandler Asset Management Portfolio Summary as of October 31, 2022

Chandler Asset Management Statement of Compliance as of October 31, 2022

Chandler Asset Management Holdings Report as of October 31, 2022

Staff Report prepared by William Clayton, Finance Manager



**Beaumont-Cherry Valley Water District  
Cash Balance & Investment Report  
As of October 31, 2022**

Account Name	Account Ending #	Cash Balance Per Account	
		Balance	Prior Month Balance
Wells Fargo			
	General	4152	
		\$16,208,590.63	\$14,586,147.54
	<b>Total Cash</b>	<b>\$ 16,208,590.63</b>	<b>\$ 14,586,147.54</b>

Account Name	Market Value	Prior Month Balance	Actual % of			Maturity	Par Amount	Rate	2022 Interest to Date
			Total	Policy % Limit					
Ca. State Treasurer's Office: Local Agency Investment Fund	\$32,040,994.08	\$31,932,348.55	47%	No Limit	Liquid	N/A	1.91%	\$230,534.01 <sup>(1)</sup>	
CalTRUST Short Term Fund	\$0.00	\$0.00	0%	No Limit	Liquid	N/A	2.52%	\$13,546.98 <sup>(2)</sup>	
Chandler Investment Services	\$36,222,061.00	\$36,280,255.00	53%	No Limit	Liquid	N/A	3.05%	\$92,894.00 <sup>(3)</sup>	
<b>Total Investments</b>	<b>\$68,263,055.08</b>	<b>\$68,212,603.55</b>						<b>\$336,974.99 <sup>(4)</sup></b>	
<b>Total Cash &amp; Investments</b>	<b>\$ 84,471,645.71</b>	<b>\$ 82,798,751.09</b>							

The investments above have been reviewed by the Director of Finance and Administration Dr. Kirene M. Bargas

Digitally signed by Dr. Kirene M. Bargas  
DN: cn=Dr. Kirene M. Bargas, o=Beaumont-Cherry Valley  
Water District, ou=Director of Finance & Administration,  
email=kirene.bargas@bcvwd.org, c=US  
Date: 2023.11.22 10:07:09 -0800

The investments above are in accordance with the District's investment policy. *[Signature]* 11/22/2022

BCVWD will be able to meet its cash flow obligations for the next 6 months. *[Signature]* 11/22/2022

(1) Includes 4th Quarter 2021 Interest received in 2022 for total of \$18,313.11  
 (2) Redemption of full investment March 2022  
 (3) Market Value includes Unrealized Gains and Losses that will be recorded at year end  
 (4) Difference between Consolidated Portfolio Summary Accrued Interest and Cash Balance Report total is CalTRUST interest YTD as has a zero balance with account closure



**PORTFOLIO CHARACTERISTICS**

Average Modified Duration	0.92
Average Coupon	1.87%
Average Purchase YTM	2.49%
Average Market YTM	3.39%
Average S&P/Moody Rating	AA/Aa2
Average Final Maturity	1.05 yrs
Average Life	0.97 yrs

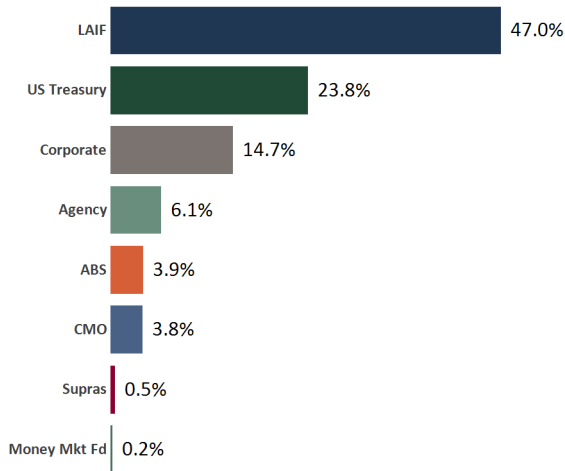
**ACCOUNT SUMMARY**

	Beg. Values as of 9/30/22	End Values as of 10/31/22
Market Value	68,060,911	68,103,781
Accrued Interest	255,464	207,221
<b>Total Market Value</b>	<b>68,316,376</b>	<b>68,311,003</b>
Income Earned	127,841	145,716
Cont/WD		
Par	69,640,244	69,819,523
Book Value	68,896,280	69,086,131
Cost Value	68,749,106	68,908,798

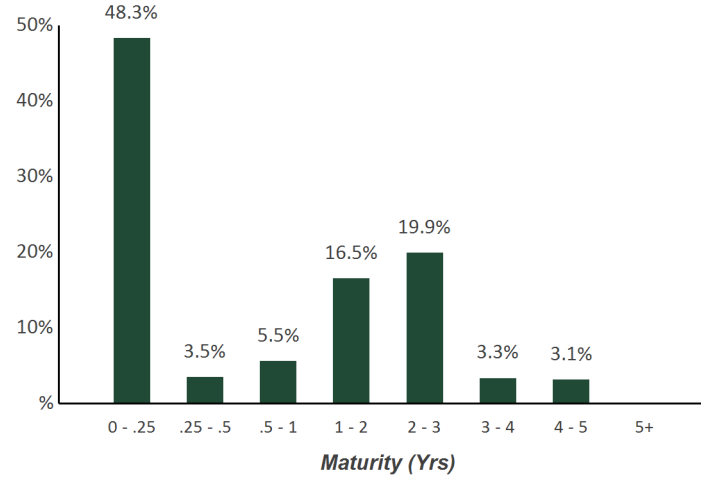
**TOP ISSUERS**

Local Agency Investment Fund	47.0%
Government of United States	23.8%
Federal Home Loan Mortgage Corp	4.6%
Federal Home Loan Bank	3.5%
Federal Farm Credit Bank	1.2%
American Express ABS	0.8%
Federal National Mortgage Assoc	0.7%
Charles Schwab Corp/The	0.7%
<b>Total</b>	<b>82.2%</b>

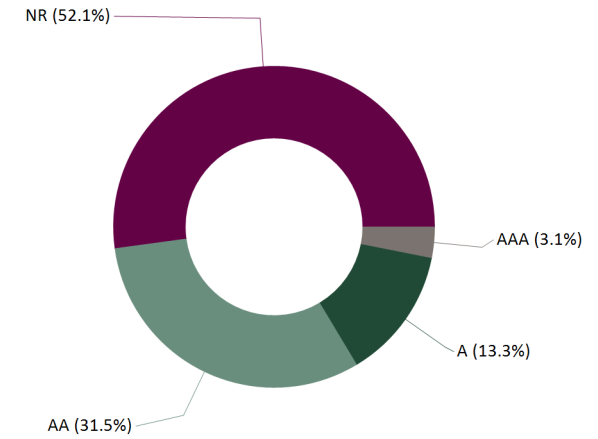
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY (S&P)**





# Statement of Compliance

As of October 31, 2022



## BCVWD - Consolidated Portfolio

This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
U.S. Treasuries	No limitation; Full faith and credit of the U.S. are pledged for the payment of principal and interest	<i>Complies</i>
Federal Agencies	No limitation; Federal agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued or fully guaranteed as to principal and interest by federal agencies or U.S. government sponsored enterprises.	<i>Complies</i>
Supranational Obligations	"AA" rating category or higher by a NRSRO; 30% max; 10% max per issuer; USD denominated senior unsecured unsubordinated obligations; Issued or unconditionally guaranteed by International Bank for Reconstruction & Development (IBRD), International Finance Corporation (IFC), or Inter-American Development Bank (IADB)	<i>Complies</i>
Municipal Securities (CA, Other States)	5% max per issuer; Registered treasury notes or bonds of this state or any of the other 49 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of this state or any of the other 49 United States. Bonds, notes, warrants, or other evidence of indebtedness of any local agency, including the District's own bonds, within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.	<i>Complies</i>
Corporate Medium Term Notes	"A" rating category or better by a NRSRO; 30% max; 5% max per issuer; Issuer is a corporation organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	<i>Complies</i>
Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligations	"AA" rating category or higher by a NRSRO; 20% max (combined ABS/MBS/CMO); 5% max per issuer that is not a U.S. Government Agency; Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligations limited to mortgage-backed pass-through securities issued by a US government agency or consumer receivable pass-through certificates or bonds	<i>Complies</i>
Negotiable Certificates of Deposit (NCD)	30% max; 5% max per issuer; Issued by a nationally or state-chartered bank, or a federal or state association, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.	<i>Complies</i>
Certificate of Deposit Placement Service (CDARS)	50% max (combined with Negotiable Certificates of Deposit)	<i>Complies</i>
Collateralized Bank Deposits	Deposits with financial institutions will be collateralized with pledged securities per California Government Code	<i>Complies</i>
Banker's Acceptances	"A-1" short-term rating or better by a NRSRO; 40% max; 30% max per commercial bank; 5% max per issuer; 180 days max maturity; Issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System.	<i>Complies</i>
Commercial Paper	"Prime" quality of the highest rating by a NRSRO; The entity that issues the commercial paper shall meet all conditions: (i) Organized and operating in the U.S. as a general corporation; (ii) Has total assets >\$500 million; (iii) Has debt other than commercial paper, if any, that is "A" rating category or higher by a NRSRO; 25% max; 5% max per issuer; 10% max of the outstanding paper of an issuing corporation; 270 days max maturity	<i>Complies</i>
Money Market Mutual Funds	20% max; Registered with SEC under Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million	<i>Complies</i>
Local Agency Investment Fund (LAIF)	Maximum amount permitted by LAIF; Not used by investment adviser	<i>Complies</i>



Local Government Investment Pool (LGIP)	No limitation; However, the amount invested may not exceed the current maximum allowed by the pool; "AAm", or its equivalent, by a NRSRO; Shares of beneficial interest issued by a joint powers authority organized pursuant to Government Code Section; must meet the requirements of California Government Code Section 53601(p); the pool must seek to maintain a stable Net Asset Value ("NAV")	<i>Complies</i>
Repurchase Agreements	10% max; 102% Collateralized; 1 year max maturity; Not used by investment adviser	<i>Complies</i>
Max Per Issuer	5% max per issuer, except U.S. Treasuries, Federal Agency securities, LGIPs, and LAIF	<i>Complies</i>
Maximum Maturity	5 years maximum maturity	<i>Complies</i>



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
36262XAC8	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	130,000.00	05/04/2022 2.99%	125,764.84 126,979.73	96.28 5.51%	125,163.61 15.49	0.18% (1,816.12)	NR / AAA AAA	1.98 0.73
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	212,274.48	Various 2.37%	207,442.29 208,750.41	96.91 5.40%	205,723.69 15.92	0.30% (3,026.72)	Aaa / NR AAA	2.47 0.60
36266FAC3	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	130,000.00	05/03/2022 3.45%	129,986.44 129,989.39	97.33 5.39%	126,528.87 135.85	0.19% (3,460.52)	NR / AAA AAA	2.64 1.38
44933LAC7	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	275,000.00	04/25/2022 2.62%	267,179.69 269,142.60	96.19 5.69%	264,524.70 46.44	0.39% (4,617.90)	NR / AAA AAA	2.88 0.72
44934KAC8	Hyundai Auto Receivables Trust 2021-B A3 0.38% Due 1/15/2026	40,000.00	05/19/2022 2.98%	38,468.75 38,761.97	95.02 5.61%	38,006.68 6.76	0.06% (755.29)	NR / AAA AAA	3.21 0.96
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	118,000.00	05/02/2022 3.32%	111,823.44 112,897.11	94.20 5.19%	111,158.71 27.27	0.16% (1,738.40)	Aaa / NR AAA	3.38 1.26
43815PAC3	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	50,000.00	08/15/2022 3.76%	49,997.02 49,997.20	97.23 5.13%	48,617.00 67.35	0.07% (1,380.20)	NR / AAA AAA	3.72 2.04
89238FAD5	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	209,000.00	Various 3.26%	207,519.11 207,748.61	96.01 5.82%	200,669.68 272.16	0.29% (7,078.93)	Aaa / AAA NR	3.88 1.40
02582JIR2	American Express 2021-1 A 0.9% Due 11/15/2026	386,000.00	Various 3.23%	364,484.53 368,629.39	91.81 5.20%	354,376.56 154.40	0.52% (14,252.83)	Aaa / NR AAA	4.04 1.97
362585AC5	GM Financial Securitized ART 2022-2 A3 3.1% Due 2/16/2027	40,000.00	04/05/2022 3.13%	39,991.64 39,992.99	96.09 5.44%	38,435.44 51.67	0.06% (1,557.55)	Aaa / AAA NR	4.30 1.70
47800AAC4	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	115,000.00	07/12/2022 3.77%	114,989.02 114,989.89	97.17 4.99%	111,749.18 191.16	0.16% (3,240.71)	Aaa / NR AAA	4.30 2.34
89231CAD9	Toyota Auto Receivables Owner 2022-C A3 3.76% Due 4/15/2027	140,000.00	08/08/2022 3.80%	139,976.61 139,978.09	96.70 5.32%	135,385.04 233.96	0.20% (4,593.05)	NR / AAA AAA	4.46 2.17
36265WAD5	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	55,000.00	07/06/2022 3.67%	54,999.62 54,999.66	96.75 5.40%	53,211.13 83.42	0.08% (1,788.53)	Aaa / NR AAA	4.46 1.90



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	235,000.00	05/17/2022 3.42%	234,948.02 234,955.72	96.01 5.12%	225,621.39 354.07	0.33% (9,334.33)	NR / AAA AAA	4.55 2.37
92348KAA1	Verizon Master Trust 2021-1 A 0.5% Due 5/20/2027	300,000.00	10/21/2022 4.28%	279,093.75 279,266.12	92.95 4.40%	278,835.60 45.83	0.41% (430.52)	Aaa / AAA AAA	4.55 1.86
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	210,000.00	10/12/2022 5.15%	209,983.70 209,983.86	99.61 5.31%	209,180.16 356.30	0.31% (803.70)	Aaa / NR AAA	4.62 2.29
92348KAV5	Verizon Master Trust 2022-5 A1A 3.72% Due 7/20/2027	140,000.00	08/02/2022 3.75%	139,993.84 139,994.34	98.06 5.12%	137,288.76 159.13	0.20% (2,705.58)	NR / AAA AAA	4.72 1.71
<b>Total ABS</b>		<b>2,785,274.48</b>	<b>3.47%</b>	<b>2,716,642.31</b> <b>2,727,057.08</b>	<b>5.26%</b>	<b>2,664,476.20</b> <b>2,217.18</b>	<b>3.90%</b> <b>(62,580.88)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>3.80</b> <b>1.62</b>

<b>AGENCY</b>									
3130ALRG1	FHLB Note 0.125% Due 3/17/2023	400,000.00	05/09/2022 2.04%	393,559.60 397,183.62	98.44 4.32%	393,759.60 61.11	0.58% (3,424.02)	Aaa / AA+ AAA	0.38 0.37
3137EAEQ8	FHLMC Note 0.375% Due 4/20/2023	500,000.00	04/21/2022 2.09%	491,613.00 496,072.20	98.08 4.54%	490,423.00 57.29	0.72% (5,649.20)	Aaa / AA+ AAA	0.47 0.46
3133EJYL7	FFCB Note 2.8% Due 9/5/2023	95,000.00	04/07/2022 2.27%	95,688.47 95,411.75	98.44 4.70%	93,517.24 413.78	0.14% (1,894.51)	Aaa / AA+ AAA	0.85 0.82
313383YJ4	FHLB Note 3.375% Due 9/8/2023	500,000.00	04/26/2022 2.35%	506,845.00 504,266.12	98.79 4.84%	493,935.50 2,484.38	0.73% (10,330.62)	Aaa / AA+ NR	0.85 0.82
3130APU29	FHLB Note 0.5% Due 11/9/2023	400,000.00	06/28/2022 3.06%	386,424.00 389,831.63	95.95 4.60%	383,799.60 955.56	0.56% (6,032.03)	Aaa / AA+ NR	1.02 1.00
3130AAHE1	FHLB Note 2.5% Due 12/8/2023	150,000.00	04/07/2022 2.43%	150,159.30 150,105.15	97.52 4.83%	146,278.80 1,489.58	0.22% (3,826.35)	Aaa / AA+ NR	1.10 1.06
3133ENWP1	FFCB Note 2.625% Due 5/16/2024	270,000.00	05/10/2022 2.69%	269,635.50 269,719.77	96.95 4.70%	261,763.11 3,248.44	0.39% (7,956.66)	Aaa / AA+ AAA	1.54 1.47
3133ENYX2	FFCB Note 3.25% Due 6/17/2024	460,000.00	06/15/2022 3.40%	458,707.40 458,949.65	97.78 4.68%	449,801.34 5,564.72	0.67% (9,148.31)	Aaa / AA+ AAA	1.63 1.54
3130ASDS5	FHLB Note 2.75% Due 6/28/2024	500,000.00	06/28/2022 3.22%	495,520.00 496,287.12	96.79 4.78%	483,970.50 5,385.42	0.72% (12,316.62)	Aaa / AA+ NR	1.66 1.58
3130AQMR1	FHLB Callable Note Annual 1/27/2023 1.25% Due 1/27/2025	150,000.00	04/18/2022 2.75%	144,043.95 145,195.22	92.39 4.88%	138,587.25 489.58	0.20% (6,607.97)	Aaa / AA+ NR	2.24 2.15



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3135G05X7	FNMA Note 0.375% Due 8/25/2025	500,000.00	06/22/2022 3.27%	456,750.00 461,638.48	89.12 4.53%	445,588.00 343.75	0.65% (16,050.48)	Aaa / AA+ AAA	2.82 2.74
3130ALEM2	FHLB Callable Note Qtrly 11/25/2025 0.79% Due 2/25/2026	400,000.00	05/12/2022 2.96%	369,200.00 373,027.75	87.93 4.77%	351,707.60 579.33	0.52% (21,320.15)	Aaa / AA+ NR	3.32 3.20
<b>Total Agency</b>		<b>4,325,000.00</b>	<b>2.76%</b>	<b>4,218,146.22</b> <b>4,237,688.46</b>	<b>4.66%</b>	<b>4,133,131.54</b> <b>21,072.94</b>	<b>6.08%</b> <b>(104,556.92)</b>	<b>Aaa / AA+ AAA</b>	<b>1.48</b> <b>1.42</b>
<b>CMO</b>									
3137B5KW2	FHLMC K035 A2 3.458% Due 8/25/2023	395,748.23	04/29/2022 1.85%	399,473.82 398,063.08	98.77 5.03%	390,882.10 1,140.41	0.57% (7,180.98)	NR / NR AAA	0.82 0.65
3137BTU25	FHLMC K724 A2 3.062% Due 11/25/2023	390,136.53	06/13/2022 3.46%	388,262.04 388,752.89	98.01 5.18%	382,391.14 995.50	0.56% (6,361.75)	NR / NR AAA	1.07 0.85
3137BEVH4	FHLMC K040 A2 3.241% Due 9/25/2024	150,000.00	04/21/2022 2.94%	150,726.56 150,571.04	96.94 4.97%	145,412.70 405.13	0.21% (5,158.34)	NR / NR AAA	1.90 1.69
3137BFE98	FHLMC K041 A2 3.171% Due 10/25/2024	150,000.00	04/21/2022 2.96%	150,480.47 150,378.32	96.61 4.99%	144,919.80 396.38	0.21% (5,458.52)	Aaa / AAA AAA	1.99 1.79
3137BFXT3	FHLMC K042 A2 2.67% Due 12/25/2024	450,000.00	06/22/2022 3.52%	441,070.31 442,347.42	95.50 4.98%	429,752.70 200.25	0.63% (12,594.72)	Aaa / NR NR	2.15 1.92
3137BHCY1	FHLMC K044 A2 2.811% Due 1/25/2025	374,376.02	06/16/2022 4.46%	365,777.07 367,005.49	95.61 4.98%	357,940.91 876.98	0.53% (9,064.58)	NR / NR AAA	2.24 1.99
3137F4WZ1	FHLMC K731 A2 3.6% Due 2/25/2025	396,378.22	05/03/2022 2.67%	400,899.41 400,091.73	97.27 4.92%	385,538.07 1,189.13	0.57% (14,553.66)	NR / NR AAA	2.32 1.96
3137BM7C4	FHLMC K051 A2 3.308% Due 9/25/2025	400,000.00	05/18/2022 3.06%	402,031.25 401,756.34	95.72 4.94%	382,864.40 1,102.67	0.56% (18,891.94)	NR / NR AAA	2.90 2.57
<b>Total CMO</b>		<b>2,706,639.00</b>	<b>3.13%</b>	<b>2,698,720.93</b> <b>2,698,966.31</b>	<b>5.00%</b>	<b>2,619,701.82</b> <b>6,306.45</b>	<b>3.84%</b> <b>(79,264.49)</b>	<b>Aaa / AAA AAA</b>	<b>1.92</b> <b>1.66</b>
<b>CORPORATE</b>									
14913R2D8	Caterpillar Financial Service Note 0.65% Due 7/7/2023	400,000.00	Various 2.41%	391,684.00 395,301.59	97.14 4.96%	388,562.40 823.33	0.57% (6,739.19)	A2 / A A	0.68 0.67
02665WCT6	American Honda Finance Note 3.55% Due 1/12/2024	400,000.00	Various 2.77%	405,283.50 403,622.17	98.16 5.15%	392,624.00 4,299.44	0.58% (10,998.17)	A3 / A- A	1.20 1.14



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
24422EVN6	John Deere Capital Corp Note 0.45% Due 1/17/2024	400,000.00	Various 2.68%	385,011.00 389,540.36	94.89 4.84%	379,559.20 520.00	0.56% (9,981.16)	A2 / A A	1.21 1.18
91159HHV5	US Bancorp Callable Note Cont 1/5/2024 3.375% Due 2/5/2024	150,000.00	04/20/2022 2.95%	151,047.00 150,722.65	97.91 5.10%	146,871.30 1,209.38	0.22% (3,851.35)	A2 / A+ A+	1.27 1.21
637432NL5	National Rural Utilities Callable Note Cont 12/7/2023 2.95% Due 2/7/2024	150,000.00	04/06/2022 2.77%	150,441.00 150,290.86	97.44 5.06%	146,159.40 1,032.50	0.22% (4,131.46)	A1 / A- A+	1.27 1.21
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	400,000.00	Various 3.24%	401,089.50 400,414.17	99.17 5.02%	396,667.20 2,208.89	0.58% (3,746.97)	A2 / A- AA-	1.35 1.28
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	400,000.00	Various 3.02%	401,620.50 401,173.93	97.21 5.40%	388,824.00 1,805.55	0.57% (12,349.93)	A1 / A AA-	1.36 1.30
037833CU2	Apple Inc Callable Note Cont 3/11/2024 2.85% Due 5/11/2024	450,000.00	06/22/2022 3.23%	446,895.00 447,482.55	97.21 4.76%	437,455.35 6,056.25	0.65% (10,027.20)	Aaa / AA+ NR	1.53 1.45
747525AT0	Qualcomm Inc Callable Note Cont 3/20/2024 2.9% Due 5/20/2024	400,000.00	Various 2.72%	401,320.00 400,946.51	96.96 4.96%	387,825.20 5,187.78	0.58% (13,121.31)	A2 / A NR	1.55 1.47
69371RR81	Paccar Financial Corp Note 3.15% Due 6/13/2024	290,000.00	06/06/2022 3.16%	289,933.30 289,946.17	97.04 5.08%	281,416.87 3,501.75	0.42% (8,529.30)	A1 / A+ NR	1.62 1.53
06367TQW3	Bank of Montreal Note 0.625% Due 7/9/2024	425,000.00	04/27/2022 3.22%	401,846.00 407,215.88	92.40 5.39%	392,691.93 826.39	0.58% (14,523.95)	A2 / A- AA-	1.69 1.63
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	375,000.00	Various 2.99%	356,177.25 360,489.00	93.12 4.88%	349,193.25 690.10	0.51% (11,295.75)	A2 / A+ NR	1.71 1.66
05531FBH5	Truist Financial Corporation Callable Note Cont 7/1/2024 2.5% Due 8/1/2024	400,000.00	Various 3.07%	395,039.00 396,160.52	95.38 5.29%	381,530.80 2,500.00	0.56% (14,629.72)	A3 / A- A	1.75 1.67
693475AY1	PNC Financial Services Callable Note Cont 10/2/2024 2.2% Due 11/1/2024	150,000.00	04/11/2022 2.99%	147,117.00 147,741.19	94.26 5.26%	141,387.45 1,650.00	0.21% (6,353.74)	A3 / A- A	2.01 1.89
89236TJT3	Toyota Motor Credit Corp Note 1.45% Due 1/13/2025	150,000.00	04/18/2022 3.00%	143,931.00 145,115.64	92.60 5.05%	138,899.25 652.50	0.20% (6,216.39)	A1 / A+ A+	2.21 2.11
00440EAS6	Chubb INA Holdings Inc Note 3.15% Due 3/15/2025	450,000.00	Various 3.67%	443,992.50 444,762.02	95.44 5.22%	429,478.20 1,811.25	0.63% (15,283.82)	A3 / A A	2.37 2.24



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
69371RR73	Paccar Financial Corp Note 2.85% Due 4/7/2025	120,000.00	03/31/2022 2.86%	119,968.80 119,974.72	95.25 4.95%	114,299.52 228.00	0.17% (5,675.20)	A1 / A+ NR	2.44 2.31
023135CE4	Amazon.com Inc Note 3% Due 4/13/2025	450,000.00	Various 3.22%	447,451.25 447,732.19	96.20 4.66%	432,890.10 675.00	0.63% (14,842.09)	A1 / AA AA-	2.45 2.32
78016EZ59	Royal Bank of Canada Note 3.375% Due 4/14/2025	400,000.00	Various 3.64%	397,033.20 397,530.61	95.34 5.43%	381,357.60 637.50	0.56% (16,173.01)	A1 / A AA-	2.45 2.31
06406RBC0	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	400,000.00	Various 3.27%	400,918.40 400,755.91	96.17 5.01%	384,692.40 223.34	0.56% (16,063.51)	A1 / A AA-	2.48 2.34
808513AX3	Charles Schwab Corp Callable Note Cont 3/21/2025 3.85% Due 5/21/2025	450,000.00	06/22/2022 3.80%	450,561.98 450,489.00	97.05 5.09%	436,745.26 7,700.00	0.65% (13,743.74)	A2 / A A	2.56 2.35
46647PCH7	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	400,000.00	Various 3.54%	378,688.50 382,191.85	92.09 5.15%	368,377.20 1,373.33	0.54% (13,814.65)	A1 / A- AA-	2.59 2.48
63743HFE7	National Rural Utilities Note 3.45% Due 6/15/2025	60,000.00	04/27/2022 3.46%	59,983.80 59,986.38	95.78 5.19%	57,469.44 1,017.75	0.09% (2,516.94)	A2 / A- A	2.62 2.42
26442UAA2	Duke Energy Progress LLC Callable Note Cont 5/15/25 3.25% Due 8/15/2025	400,000.00	Various 3.26%	399,859.00 399,873.35	95.26 5.09%	381,054.80 2,744.45	0.56% (18,818.55)	Aa3 / A NR	2.79 2.60
89236TKF1	Toyota Motor Credit Corp Note 3.65% Due 8/18/2025	180,000.00	08/15/2022 3.68%	179,838.00 179,849.09	96.23 5.11%	173,214.54 1,332.25	0.26% (6,634.55)	A1 / A+ A+	2.80 2.60
931142EW9	Wal-Mart Stores Note 3.9% Due 9/9/2025	100,000.00	09/06/2022 3.92%	99,930.00 99,933.39	97.92 4.68%	97,922.60 563.33	0.14% (2,010.79)	Aa2 / AA AA	2.86 2.65
437076CR1	Home Depot Callable Note Cont 8/15/2025 4% Due 9/15/2025	450,000.00	09/14/2022 4.12%	448,560.00 448,616.70	97.85 4.81%	440,345.70 2,100.00	0.65% (8,271.00)	A2 / A A	2.88 2.66
63743HFF4	National Rural Utilities Note 5.45% Due 10/30/2025	145,000.00	10/20/2022 5.50%	144,805.70 144,805.88	100.39 5.31%	145,560.72 21.95	0.21% 754.84	A2 / A- A	3.00 2.74
637432NG6	National Rural Utilities Callable Note Cont 8/1/2025 3.25% Due 11/1/2025	60,000.00	04/14/2022 3.31%	59,880.00 59,898.20	94.75 5.16%	56,847.24 975.00	0.08% (3,050.96)	A1 / A- A+	3.01 2.76
756109BE3	Realty Income Corp Callable Note Cont 9/1/2025 4.625% Due 11/1/2025	400,000.00	09/20/2022 4.64%	399,764.00 399,772.31	97.57 5.51%	390,288.00 9,250.00	0.58% (9,484.31)	A3 / A- NR	3.01 2.69



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
61747YET8	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	400,000.00	09/20/2022 5.04%	395,440.00 395,570.85	97.04 5.58%	388,171.20 5,250.88	0.58% (7,399.65)	A1 / A- A	3.71 3.31
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	450,000.00	Various 3.99%	450,269.40 450,254.71	95.68 5.08%	430,549.20 8,550.00	0.64% (19,705.51)	A2 / A+ A+	4.53 3.99
91324PEG3	United Health Group Inc Callable Note Cont 4/15/2027 3.7% Due 5/15/2027	115,000.00	05/17/2022 3.69%	115,055.80 115,050.74	94.46 5.08%	108,626.24 1,902.94	0.16% (6,424.50)	A3 / A+ A	4.54 4.03
<b>Total Corporate</b>		<b>10,370,000.00</b>	<b>3.42%</b>	<b>10,260,435.38</b> <b>10,283,211.09</b>	<b>5.10%</b>	<b>9,967,557.56</b> <b>79,320.83</b>	<b>14.71%</b> <b>(315,653.53)</b>	<b>A1 / A</b> <b>A+</b>	<b>2.22</b> <b>2.07</b>
<b>LAIF</b>									
90LAIF\$00	Local Agency Investment Fund State Pool	32,040,994.08	Various 1.84%	32,040,994.08 32,040,994.08	1.00 1.84%	32,040,994.08 47,947.75	46.97% 0.00	NR / NR NR	0.00 0.00
<b>Total LAIF</b>		<b>32,040,994.08</b>	<b>1.84%</b>	<b>32,040,994.08</b> <b>32,040,994.08</b>	<b>1.84%</b>	<b>32,040,994.08</b> <b>47,947.75</b>	<b>46.97%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>MONEY MARKET FUND</b>									
31846V807	First American Treasury MMF Class Y	136,615.74	Various 2.75%	136,615.74 136,615.74	1.00 2.75%	136,615.74 0.00	0.20% 0.00	Aaa / AA+ AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>136,615.74</b>	<b>2.75%</b>	<b>136,615.74</b> <b>136,615.74</b>	<b>2.75%</b>	<b>136,615.74</b> <b>0.00</b>	<b>0.20%</b> <b>0.00</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>SUPRANATIONAL</b>									
4581X0EE4	Inter-American Dev Bank Note 3.25% Due 7/1/2024	365,000.00	06/22/2022 3.26%	364,963.50 364,969.64	97.61 4.75%	356,293.66 3,954.17	0.53% (8,675.98)	Aaa / AAA AAA	1.67 1.58
<b>Total Supranational</b>		<b>365,000.00</b>	<b>3.26%</b>	<b>364,963.50</b> <b>364,969.64</b>	<b>4.75%</b>	<b>356,293.66</b> <b>3,954.17</b>	<b>0.53%</b> <b>(8,675.98)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>1.67</b> <b>1.58</b>





CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
912828YW4	US Treasury Note 1.625% Due 12/15/2022	750,000.00	Various 1.84%	749,218.75 749,805.03	99.76 3.58%	748,186.50 4,628.58	1.10% (1,618.53)	Aaa / AA+ AAA	0.12 0.12
912828Z86	US Treasury Note 1.375% Due 2/15/2023	750,000.00	Various 2.10%	746,269.53 748,453.81	99.20 4.16%	743,965.50 2,185.80	1.09% (4,488.31)	Aaa / AA+ AAA	0.29 0.29
912828ZH6	US Treasury Note 0.25% Due 4/15/2023	750,000.00	Various 2.31%	736,835.93 743,137.38	98.17 4.34%	736,289.25 87.57	1.08% (6,848.13)	Aaa / AA+ AAA	0.45 0.45
912828VB3	US Treasury Note 1.75% Due 5/15/2023	750,000.00	Various 2.29%	746,220.70 747,857.49	98.54 4.51%	739,043.25 6,063.18	1.09% (8,814.24)	Aaa / AA+ AAA	0.54 0.52
912828ZU7	US Treasury Note 0.25% Due 6/15/2023	750,000.00	Various 2.42%	732,832.04 740,104.75	97.39 4.55%	730,400.25 712.09	1.07% (9,704.50)	Aaa / AA+ AAA	0.62 0.61
91282CAF8	US Treasury Note 0.125% Due 8/15/2023	750,000.00	Various 2.44%	728,574.22 736,597.44	96.52 4.65%	723,925.50 198.72	1.06% (12,671.94)	Aaa / AA+ AAA	0.79 0.77
91282CAP6	US Treasury Note 0.125% Due 10/15/2023	220,000.00	05/04/2022 2.62%	212,274.22 214,908.01	95.81 4.66%	210,778.92 12.84	0.31% (4,129.09)	Aaa / AA+ AAA	0.96 0.93
91282CAW1	US Treasury Note 0.25% Due 11/15/2023	750,000.00	Various 2.62%	723,837.89 732,042.81	95.56 4.67%	716,718.75 866.16	1.05% (15,324.06)	Aaa / AA+ AAA	1.04 1.02
91282CBV2	US Treasury Note 0.375% Due 4/15/2024	750,000.00	Various 2.70%	717,480.47 725,484.65	94.00 4.69%	705,000.00 131.34	1.03% (20,484.65)	Aaa / AA+ AAA	1.46 1.42
91282CCG4	US Treasury Note 0.25% Due 6/15/2024	775,000.00	Various 2.92%	733,680.66 742,741.57	93.19 4.65%	722,233.35 735.83	1.06% (20,508.22)	Aaa / AA+ AAA	1.62 1.58
91282CCT6	US Treasury Note 0.375% Due 8/15/2024	750,000.00	Various 2.78%	711,445.31 718,902.90	92.78 4.62%	695,829.75 596.13	1.02% (23,073.15)	Aaa / AA+ AAA	1.79 1.74
91282CCX7	US Treasury Note 0.375% Due 9/15/2024	750,000.00	Various 2.83%	708,437.50 716,852.18	92.56 4.56%	694,218.75 365.16	1.02% (22,633.43)	Aaa / AA+ AAA	1.88 1.83
91282CDB4	US Treasury Note 0.625% Due 10/15/2024	750,000.00	Various 2.88%	711,455.08 718,236.38	92.78 4.52%	695,829.75 218.92	1.02% (22,406.63)	Aaa / AA+ AAA	1.96 1.90
91282CDH1	US Treasury Note 0.75% Due 11/15/2024	750,000.00	Various 2.93%	710,820.32 718,146.68	92.68 4.54%	695,127.00 2,598.51	1.02% (23,019.68)	Aaa / AA+ AAA	2.04 1.98
91282CDN8	US Treasury Note 1% Due 12/15/2024	750,000.00	Various 3.13%	711,869.14 717,589.56	93.01 4.49%	697,587.76 2,848.36	1.03% (20,001.80)	Aaa / AA+ AAA	2.13 2.05
91282CDS7	US Treasury Note 1.125% Due 1/15/2025	775,000.00	Various 3.01%	737,794.93 744,197.51	92.94 4.52%	720,265.63 2,582.46	1.06% (23,931.88)	Aaa / AA+ AAA	2.21 2.13



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
91282CDZ1	US Treasury Note 1.5% Due 2/15/2025	750,000.00	Various 2.88%	723,125.00 727,329.52	93.49 4.52%	701,162.25 2,384.51	1.03% (26,167.27)	Aaa / AA+ AAA	2.30 2.20
91282CED9	US Treasury Note 1.75% Due 3/15/2025	750,000.00	Various 2.93%	726,035.16 729,997.02	93.91 4.48%	704,326.50 1,704.06	1.03% (25,670.52)	Aaa / AA+ AAA	2.37 2.28
91282CEH0	US Treasury Note 2.625% Due 4/15/2025	500,000.00	06/28/2022 3.23%	491,933.59 492,921.15	95.72 4.48%	478,613.50 612.98	0.70% (14,307.65)	Aaa / AA+ AAA	2.46 2.34
912828XB1	US Treasury Note 2.125% Due 5/15/2025	750,000.00	Various 3.09%	729,971.68 732,611.53	94.36 4.50%	707,666.26 7,362.43	1.05% (24,945.27)	Aaa / AA+ AAA	2.54 2.41
91282CEU1	US Treasury Note 2.875% Due 6/15/2025	670,000.00	06/28/2022 3.22%	663,457.03 664,212.92	96.09 4.47%	643,801.66 7,315.54	0.95% (20,411.26)	Aaa / AA+ AAA	2.62 2.46
91282CAB7	US Treasury Note 0.25% Due 7/31/2025	800,000.00	Various 3.08%	732,058.59 741,187.76	89.26 4.44%	714,093.60 505.44	1.05% (27,094.16)	Aaa / AA+ AAA	2.75 2.68
91282CFP1	US Treasury Note 4.25% Due 10/15/2025	600,000.00	10/18/2022 4.46%	596,554.69 596,595.71	99.43 4.46%	596,578.20 1,190.93	0.88% (17.51)	Aaa / AA+ AAA	2.96 2.74
91282CBT7	US Treasury Note 0.75% Due 3/31/2026	750,000.00	Various 2.97%	690,097.65 696,714.88	88.45 4.43%	663,369.00 494.51	0.97% (33,345.88)	Aaa / AA+ AAA	3.42 3.30
<b>Total US Treasury</b>		<b>17,090,000.00</b>	<b>2.80%</b>	<b>16,472,280.08</b> <b>16,596,628.64</b>	<b>4.47%</b>	<b>16,185,010.88</b> <b>46,402.05</b>	<b>23.76%</b> <b>(411,617.76)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>1.70</b> <b>1.64</b>
<b>TOTAL PORTFOLIO</b>		<b>69,819,523.30</b>	<b>2.49%</b>	<b>68,908,798.24</b> <b>69,086,131.04</b>	<b>3.39%</b>	<b>68,103,781.48</b> <b>207,221.37</b>	<b>100.00%</b> <b>(982,349.56)</b>	<b>Aa2 / AA</b> <b>AAA</b>	<b>1.05</b> <b>0.92</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>68,311,002.85</b>			

# Accounts Payable

## Checks by Date - Detail by Check Date

User: wclayton  
 Printed: 11/22/2022 3:31 PM

### 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	10138 HW201 Oct 2022	ARCO Business Solutions ARCO Fuel Charges 10/25-10/31/2022	11/03/2022		2,640.90
Total for this ACH Check for Vendor 10138:				0.00	2,640.90
Total for 11/3/2022:				0.00	2,640.90
ACH	10901 11012022 Dental 11012022 Vision	Ameritas Life Insurance Corp. Ameritas Dental November 2022 Ameritas Vision November 2022	11/09/2022		2,422.24 522.16
Total for this ACH Check for Vendor 10901:				0.00	2,944.40
ACH	10902 53743681013443	Colonial Life Col Life Premiums October 2022	11/09/2022		4,740.24
Total for this ACH Check for Vendor 10902:				0.00	4,740.24
ACH	10903 4470890025	The Lincoln National Life Insurance Company Life & ADD EE/ER Insurance November 2022	11/09/2022		678.51
Total for this ACH Check for Vendor 10903:				0.00	678.51
ACH	10288 142450484 142450484 142450484 142450484 142450489 142450489	CalPERS Health Fiscal Services Division Active Employees Health Ins November 2022 Retired Employees Health Ins November 2022 Admin Fee for Retired Emp Health Ins November 2022 Admin Fee for Health Ins November 2022 Credit for Term EE Admin Fee Non CalPERS Member Health Ins November 2022 Active Non CalPERS Member Health Ins November 2022	11/09/2022		63,916.94 2,370.00 18.05 204.75 -1,871.43 6.18 1,871.43
Total for this ACH Check for Vendor 10288:				0.00	66,515.92
13301	UB*05105	Tri Pointe Homes Refund Check	11/09/2022		5.25
Total for Check Number 13301:				0.00	5.25
13302	UB*05110	Tri Pointe Homes Refund Check	11/09/2022		56.51
Total for Check Number 13302:				0.00	56.51
13303	UB*05091	A.M.E. Refund Check	11/09/2022		89.92
Total for Check Number 13303:				0.00	89.92
13304	UB*04976 10312022	Cathy Ballenger Refund Check	11/09/2022		44.68
Total for Check Number 13304:				0.00	44.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13305	UB*05101	D.R. Horton Refund Check	11/09/2022		60.87
Total for Check Number 13305:				0.00	60.87
13306	UB*05095	DR Horton Refund Check	11/09/2022		69.34
Total for Check Number 13306:				0.00	69.34
13307	UB*05100	Five Below Inc Refund Check	11/09/2022		27.04
Total for Check Number 13307:				0.00	27.04
13308	UB*05104	Andrew Harown Refund Check	11/09/2022		250.00
Total for Check Number 13308:				0.00	250.00
13309	UB*05088	Sherrie Housel Refund Check	11/09/2022		92.25
Total for Check Number 13309:				0.00	92.25
13310	UB*05086	In-N-Out Burger Refund Check	11/09/2022		129.89
Total for Check Number 13310:				0.00	129.89
13311	UB*05094	K Hovnanian's Four Seasons At Beaumont Refund Check	11/09/2022		174.10
Total for Check Number 13311:				0.00	174.10
13312	UB*05111	Marsha Lenihan Refund Check	11/09/2022		330.83
Total for Check Number 13312:				0.00	330.83
13313	UB*05116	Wendy Lopez Refund Check	11/09/2022		109.97
Total for Check Number 13313:				0.00	109.97
13314	UB*05106	Daniel or Lois Matchett Refund Check Refund Check Refund Check Refund Check	11/09/2022		15.28 14.48 34.70 8.45
Total for Check Number 13314:				0.00	72.91
13315	UB*04971 10312022	Glenda Miranda Refund Check	11/09/2022		81.91
Total for Check Number 13315:				0.00	81.91
13316	UB*05084	Opendoor Labs Inc Refund Check	11/09/2022		117.64
Total for Check Number 13316:				0.00	117.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13317	UB*05107	Pardee Homes Refund Check Refund Check Refund Check Refund Check	11/09/2022		0.41 1.20 0.58 2.81
Total for Check Number 13317:				0.00	5.00
13318	UB*05108	Pardee Homes Refund Check	11/09/2022		14.01
Total for Check Number 13318:				0.00	14.01
13319	UB*05109	Pardee Homes Refund Check	11/09/2022		48.24
Total for Check Number 13319:				0.00	48.24
13320	UB*05112	Pardee Homes Refund Check Refund Check Refund Check Refund Check	11/09/2022		0.53 2.99 0.38 1.10
Total for Check Number 13320:				0.00	5.00
13321	UB*05113	Pardee Homes Refund Check Refund Check Refund Check Refund Check	11/09/2022		0.58 2.81 1.20 0.41
Total for Check Number 13321:				0.00	5.00
13322	UB*05114	Pardee Homes Refund Check Refund Check Refund Check Refund Check	11/09/2022		45.06 3.51 3.21 1.56
Total for Check Number 13322:				0.00	53.34
13323	UB*05115	Park West Rescom Refund Check	11/09/2022		1,891.67
Total for Check Number 13323:				0.00	1,891.67
13324	UB*05089	Eric Parnell Refund Check	11/09/2022		125.84
Total for Check Number 13324:				0.00	125.84
13325	UB*05093	Alvin Powell Refund Check Refund Check Refund Check Refund Check	11/09/2022		67.21 2.10 3.60 3.80
Total for Check Number 13325:				0.00	76.71
13326	UB*05103	Algier Ravelo Refund Check	11/09/2022		140.00
Total for Check Number 13326:				0.00	140.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13327	UB*04969 10312022	Jose & Anavel Rivera Refund Check	11/09/2022		41.56
Total for Check Number 13327:				0.00	41.56
13328	UB*05099	Enrique Sera Refund Check	11/09/2022		75.37
Total for Check Number 13328:				0.00	75.37
13329	UB*05090	Spruce Title Refund Check Refund Check Refund Check Refund Check Refund Check	11/09/2022		18.11 8.97 18.48 10.56 6.96 9.67
Total for Check Number 13329:				0.00	72.75
13330	UB*05097	Spruce Title Refund Check Refund Check Refund Check Refund Check	11/09/2022		25.44 0.84 1.44 1.52
Total for Check Number 13330:				0.00	29.24
13331	UB*05087	TNT Blanchard General Engineering Inc Refund Check	11/09/2022		2,042.00
Total for Check Number 13331:				0.00	2,042.00
13332	UB*05085	Tri Pointe Homes Refund Check	11/09/2022		20.74
Total for Check Number 13332:				0.00	20.74
13333	UB*05092	Tri Pointe Homes Refund Check Refund Check Refund Check Refund Check	11/09/2022		2.10 45.11 3.80 3.60
Total for Check Number 13333:				0.00	54.61
13334	UB*05096	Tri Pointe Homes Refund Check Refund Check Refund Check Refund Check	11/09/2022		42.35 3.04 1.68 2.88
Total for Check Number 13334:				0.00	49.95
13335	UB*05102	Tri Pointe Homes Refund Check Refund Check Refund Check Refund Check	11/09/2022		2.52 4.32 4.56 43.27
Total for Check Number 13335:				0.00	54.67
13336	UB*05098	Maribel Verdin Refund Check	11/09/2022		67.21
Total for Check Number 13336:				0.00	67.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13337	10144 LYUM1670781	AlSCO Inc Cleaning Mats/Shop Towels 12th/Palm Oct 2022	11/09/2022		39.58
Total for Check Number 13337:				0.00	39.58
13338	10420 13HH-RMPD-9YGT	Amazon Capital Services, Inc. Disaster Kit/Emergency Lights	11/09/2022		367.43
Total for Check Number 13338:				0.00	367.43
13339	10695 22136 22140	B-81 Paving Inc Paving - 2017 Pipeline Replacement Project Paving - 2017 Pipeline Replacement Project	11/09/2022		32,109.00 10,847.25
Total for Check Number 13339:				0.00	42,956.25
13340	10272 11012022 11012022 11012022 11012022 11012022	Babcock Laboratories Inc 6 Haloacetic Acid Samples 102 SOC Samples 5 Trihalomethane Samples 64 Coliform Water Samples 4 Nitrate Samples	11/09/2022		833.52 22,089.92 435.50 2,963.84 70.56
Total for Check Number 13340:				0.00	26,393.34
13341	10271 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022	Beaumont Ace Home Center Operations Small Tools Supplies Maint & Repair - 560 Magnolia Ave Supplies General Supplies Transmission & Distribution Small Tools Supplies Materials - 2017 Pipeline Replacement Project Maint & Repair - 13695 Oak Glen Rd Supplies Maint & Repair - Pipeline & Hydrants Supplies Maint & Repair - Safety Equip Supplies Meter Maint & Service Supplies Line Locates Supplies Maint & Repair - Pumping Equip Supplies Maint & Repair - Telemetry Equip Supplies Maint & Repair - General Building Supplies	11/09/2022		162.43 16.44 196.88 228.01 39.57 199.32 30.70 113.86 24.05 97.46 137.19 35.47 41.66
Total for Check Number 13341:				0.00	1,323.04
13342	10305 B-249	Beaumont Basin Watermaster Prepaid Annual Rpt & Srvc 2023/10 Year Safe Yield	11/09/2022		63,161.00
Total for Check Number 13342:				0.00	63,161.00
13343	10929 1187	Brent Billingsley (ICS) (96) 60lb Buckets of Accu-Tab Chlorine Tablets	11/09/2022		17,352.00
Total for Check Number 13343:				0.00	17,352.00
13344	10774 725677 725678 725680	Jesus Camacho (25) Truck Washes Oct 2022 (24) Truck Washes Oct 2022 (25) Truck Washes Oct 2022	11/09/2022	VOID 315.00 298.00 315.00	
Total for Check Number 13344:				928.00	0.00
13345	10614 39696 39696 40010 40010	Cherry Valley Automotive 2 Tire Rims/Lug Nuts/Axle Shaft - Unit 48/OD2,597 Labor - 2 Tire Rims/Lug Nuts/Axle Shaft - Unit 48/OD2,597 Oil/Oil Filter - Unit 42/OD 35,047 Labor - Oil/Oil Filter - Unit 42/OD 35,047	11/09/2022		1,285.18 640.00 52.10 20.00
Total for Check Number 13345:				0.00	1,997.28



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13346	10016 EP2022-0278	City of Beaumont EP0278 - Elm Ave 60' N of 6th St	11/09/2022		645.56
Total for Check Number 13346:				0.00	645.56
13347	10390 S1485721.003	Dangelo Company Tee Brass 1 - Low Lead	11/09/2022		12,575.07
Total for Check Number 13347:				0.00	12,575.07
13348	11022 2894 2894	E.A.N. Trucking, LLC Freight Charges - Specific Sand/Base City of Bmt Paving Freight Charges - Specific Sand/Base City of Bmt Paving	11/09/2022		3,022.50 3,022.50
Total for Check Number 13348:				0.00	6,045.00
13349	10600 11012022	Gaucho Pest Control Inc. NCR I Rodent Control Nov 2022	11/09/2022		1,000.00
Total for Check Number 13349:				0.00	1,000.00
13350	10995 20653 20653 20667 20667 20676 20676	Infinity Recycling & Materials Inc Class II Base - Districtwide Class II Base - Districtwide Class II Base - Districtwide Class II Base - Districtwide Class II Base - Districtwide Class II Base - Districtwide	11/09/2022		75.01 74.99 139.21 160.79 37.49 37.51
Total for Check Number 13350:				0.00	525.00
13351	10398 223295 223295 223296	Infosend, Inc Oct 2022 Processing Charges for Utility Billing Oct 2022 Supply Charges for Utility Billing Oct 2022 Postage Charges for Utility Billing	11/09/2022		1,085.77 790.97 5,295.93
Total for Check Number 13351:				0.00	7,172.67
13352	10273 S1055451.001 S1055451.003 S1055451.005 S1055521.015 S1056420.001 S1059626.008 S1059626.009 S1059626.011 S1059672.004 S1060622.001 S1060622.001 S1060622.001 S1060622.001 S1060622.001 S1060644.001 S1060785.001	Inland Water Works Supply Co. Materials - Pipeline 7 Materials - Pipeline 7 Materials - Pipeline 7 Materials - Pipeline 6A Materials - 5th St from Michigan Ave to California Ave Materials - 5th St from Michigan Ave to California Ave Materials - 5th St from Michigan Ave to California Ave Materials - 5th St from Michigan Ave to California Ave Materials - Michigan Ave from 5th St to 6th St 3/4" X 1/8" Plastic Meter Gasket 3/4" X 1/8" Neoprene Meter Gasket 1" X 1/8" Plastic Meter Gasket 3/4" X 1/16" Plastic Meter Gasket 1" X 1/16" Plastic Meter Gasket Materials - 2022-2023 Service Replacements Copper Tubing 1	11/09/2022		13,625.50 47,642.28 64,654.49 607.55 6,915.42 15,257.24 47,658.11 507.87 1,326.00 95.04 295.67 100.31 45.62 20.06 37,503.68 1,112.96
Total for Check Number 13352:				0.00	237,367.80
13353	10678 622650353/1	Lawyers Title Company Title Report - 9514 Lilac Lane	11/09/2022		500.00
Total for Check Number 13353:				0.00	500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13354	10562 11082022	Lorena Lopez Hotel/Meals/Milage Reimbursement - L Lopez - CalPERS Conference	11/09/2022		454.74
Total for Check Number 13354:				0.00	454.74
13355	10026 586714	McCrometer Inc Transmitter for Meter C Flow Meter (Tank Levels)	11/09/2022		1,089.68
Total for Check Number 13355:				0.00	1,089.68
13356	10527 60775749 61036244	Robert Half Talent Solutions Temp Engineering Admin - 10/24-10/27/2022 Temp Engineering Admin - 10/31-11/03/2022	11/09/2022		1,552.65 1,572.51
Total for Check Number 13356:				0.00	3,125.16
13357	10689 215845	Safety Compliance Company Safety Training - Cold and Flu Season - 11/02/2022	11/09/2022		250.00
Total for Check Number 13357:				0.00	250.00
13358	10830 2251295-IN	SC Fuels Hydraulic Oil for Well Maintenance	11/09/2022		1,204.51
Total for Check Number 13358:				0.00	1,204.51
13359	10341 RW-1037644	State Water Resources Control Board Recycled Water Review 07/01/2021-06/30/2022	11/09/2022		820.00
Total for Check Number 13359:				0.00	820.00
13360	10447 OP# 27195 D3	State Water Resources Control Board - DWOCP Certification Renewal - J Haggin - Op# 27195 D3	11/09/2022		90.00
Total for Check Number 13360:				0.00	90.00
13361	10758 131880044-0001	Sunbelt Rentals, Inc Wood Chipper Rental - Lower Edgar Cnyn Weed Abatement	11/09/2022		582.39
Total for Check Number 13361:				0.00	582.39
13362	11118 5844	Truck Works Inspect and Diagnose Engine Problems	11/09/2022		200.00
Total for Check Number 13362:				0.00	200.00
13363	10255 0460345-IN 0460346-IN 0460488-IN	Unlimited Services Building Maintenance Nov 2022 Janitorial Services for 815 E 12th St Nov 2022 Janitorial Services for 560 Magnolia Ave Nov 2022 Janitorial Services for 851 E 6th St	11/09/2022		150.00 845.00 160.00
Total for Check Number 13363:				0.00	1,155.00
13364	10934 2103128	USAFact, Inc Background Checks - New Employees	11/09/2022		101.45
Total for Check Number 13364:				0.00	101.45
13365	10385 5608081	Waterline Technologies, Inc. - PSOC Chlorine - Well 25	11/09/2022		1,855.00
Total for Check Number 13365:				0.00	1,855.00
Total for 11/9/2022:				928.00	511,814.04

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10085	CalPERS Retirement System	11/10/2022		
	1002237800	PR Batch 00001.11.2022 CalPERS 7% EE Deduction	PR Batch 00001.11.2022 CalPER		1,500.34
	1002237800	PR Batch 00001.11.2022 CalPERS 1% ER Paid	PR Batch 00001.11.2022 CalPER		214.32
	1002237800	PR Batch 00001.11.2022 CalPERS 8% EE Paid	PR Batch 00001.11.2022 CalPER		1,899.52
	1002237800	PR Batch 00001.11.2022 CalPERS 8% ER Paid	PR Batch 00001.11.2022 CalPER		993.02
	1002237800	PR Batch 00001.11.2022 CalPERS ER Paid Classic	PR Batch 00001.11.2022 CalPER		9,156.81
	1002237800	PR Batch 00001.11.2022 CalPERS ER PEPRA	PR Batch 00001.11.2022 CalPER		4,639.73
	1002237800	PR Batch 00001.11.2022 CalPERS 7.5% EE PEPRA	PR Batch 00001.11.2022 CalPER		4,248.82
Total for this ACH Check for Vendor 10085:				0.00	22,652.56
ACH	10087	EDD	11/10/2022		
	0-065-747-168	PR Batch 00001.11.2022 State Income Tax	PR Batch 00001.11.2022 State Inc		6,379.54
	0-065-747-168	PR Batch 00001.11.2022 CA SDI	PR Batch 00001.11.2022 CA SDI		1,479.16
Total for this ACH Check for Vendor 10087:				0.00	7,858.70
ACH	10094	U.S. Treasury	11/10/2022		
	270271444273704	PR Batch 00001.11.2022 FICA Employee Portion	PR Batch 00001.11.2022 FICA E		8,603.01
	270271444273704	PR Batch 00001.11.2022 Federal Income Tax	PR Batch 00001.11.2022 Federal I		15,879.73
	270271444273704	PR Batch 00001.11.2022 Medicare Employer Portion	PR Batch 00001.11.2022 Medicar		2,147.62
	270271444273704	PR Batch 00001.11.2022 Medicare Employee Portion	PR Batch 00001.11.2022 Medicar		2,231.78
	270271444273704	PR Batch 00001.11.2022 FICA Employer Portion	PR Batch 00001.11.2022 FICA E		8,603.01
Total for this ACH Check for Vendor 10094:				0.00	37,465.15
ACH	10141	Ca State Disbursement Unit	11/10/2022		
	41818119	PR Batch 00001.11.2022 Garnishment	PR Batch 00001.11.2022 Garnish		487.84
	41818126	PR Batch 00001.11.2022 Garnishment	PR Batch 00001.11.2022 Garnish		288.46
Total for this ACH Check for Vendor 10141:				0.00	776.30
ACH	10203	Voya Financial	11/10/2022		
	VB1450PP23 2022	PR Batch 00001.11.2022 Deferred Comp	PR Batch 00001.11.2022 Deferrec		350.00
Total for this ACH Check for Vendor 10203:				0.00	350.00
ACH	10264	CalPERS Supplemental Income Plans	11/10/2022		
	1002237798	PR Batch 00001.11.2022 100% Contribution	PR Batch 00001.11.2022 100% C		480.22
	1002237798	PR Batch 00001.11.2022 ROTH-Post-Tax	PR Batch 00001.11.2022 ROTH-I		75.00
	1002237798	PR Batch 00001.11.2022 ROTH % Deduction	PR Batch 00001.11.2022 ROTH %		83.70
	1002237798	PR Batch 00001.11.2022 CalPERS 457	PR Batch 00001.11.2022 CalPER		1,998.29
	1002237798	PR Batch 00001.11.2022 457 Loan Repayment	PR Batch 00001.11.2022 457 Loa		170.83
	1002237798	PR Batch 00001.11.2022 457 Catch-Up	PR Batch 00001.11.2022 457 Cat		417.49
	1002237798	PR Batch 00001.11.2022 CalPERS 457 %	PR Batch 00001.11.2022 CalPER		94.79
Total for this ACH Check for Vendor 10264:				0.00	3,320.32
ACH	10895	Basic Pacific	11/10/2022		
	32118554	PR Batch 00001.11.2022 Flexible Spending Account (PT)	PR Batch 00001.11.2022 Flexible		189.89
Total for this ACH Check for Vendor 10895:				0.00	189.89
ACH	10984	MidAmerica Administrative & Retirement Solutions	11/10/2022		
	1667913327393	PR Batch 00001.11.2022 401(a) Deferred Comp	PR Batch 00001.11.2022 401(a) I		1,043.60
Total for this ACH Check for Vendor 10984:				0.00	1,043.60
ACH	10138	ARCO Business Solutions	11/10/2022		
	HW201 Nov 2022	ARCO Fuel Charges 11/01-11/07/2022			3,022.32
Total for this ACH Check for Vendor 10138:				0.00	3,022.32

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
2050	10387 PP 23 2022	Franchise Tax Board PR Batch 00001.11.2022 Garnishment FTB	11/10/2022 PR Batch 00001.11.2022 Garnish		109.03
Total for Check Number 2050:				0.00	109.03
Total for 11/10/2022:				0.00	76,787.87
ACH	10030	Southern California Edison	11/14/2022		
	700154530138Nov	Electricity 09/22-10/23/2022 - Well 25			50,017.20
	700154530138Nov	Electricity 09/19-10/23/2022 - Wells			177,179.98
	700154530138Nov	Electricity 09/22-10/23/2022 - 560 Magnolia Ave			2,907.63
	700154530138Nov	Electricity 09/14-10/13/2022 - 851 E 6th St			146.35
	700154530138Nov	Electricity 09/19-10/18/2022 - 815 E 12th Ave			614.46
	700154530138Nov	Electricity 09/22-10/23/2022 - 9781 Avenida Miravilla			154.10
	700359906319Oct	Electricity 09/22-10/23/2022 - 13695 Oak Glen Rd			137.08
	700359906319Oct	Electricity 09/22-10/23/2022 - 12303 Oak Glen Rd			315.21
	700359906319Oct	Electricity 09/22-10/23/2022 - 13697 Oak Glen Rd			194.36
Total for this ACH Check for Vendor 10030:				0.00	231,666.37
ACH	10031	Staples Business Advantage	11/14/2022		
	3519572426	Copy Paper			479.38
	3519572429	Office Supplies			59.24
	3520140091	Office Supplies			63.67
	3520140092	Office Supplies			89.42
	3520617071	Office Supplies			218.62
	3521798080	Office Supplies			263.07
	3521798081	Office Supplies			28.21
	3521798083	Office Supplies - IT			67.87
	3521798084	Office Supplies - IT			114.19
Total for this ACH Check for Vendor 10031:				0.00	1,383.67
ACH	10042	Southern California Gas Company	11/14/2022		
	07132135000Oct	Monthly Gas Charges 09/27-10/26/2022			14.30
Total for this ACH Check for Vendor 10042:				0.00	14.30
ACH	10052	Home Depot Credit Services	11/14/2022		
	10312022	Thermostat - 12th/Palm			89.16
	10312022	Insect Control Spray - 12th/Palm			13.98
	10312022	Small Tools - Unit 32			68.30
	10312022	New Roof Materials - Telemetry Building			1,012.51
	10312022	Air Vent Deflector - 851 E 6th St			67.88
	10312022	2 Air Vent Deflectors - 560 Magnolia Ave			135.74
	10312022	Pending Credit			29.00
	10312022	(2) Pipe Wrenches			158.90
Total for this ACH Check for Vendor 10052:				0.00	1,575.47
ACH	10147	Online Information Services, Inc	11/14/2022		
	1156909	204 Credit Reports for Oct 2022			633.84
Total for this ACH Check for Vendor 10147:				0.00	633.84
ACH	10350	NAPA Auto Parts	11/14/2022		
	187909	Cleaning Supplies - Unit 48/OD 2,597			30.68
Total for this ACH Check for Vendor 10350:				0.00	30.68
ACH	10632	Quinn Company	11/14/2022		
	WOA00041711	Repair/Adjust Parking Brake - CAT Dozer			780.00
Total for this ACH Check for Vendor 10632:				0.00	780.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10743 19130	Townsend Public Affairs, Inc Consulting Services - November 2022	11/14/2022		5,000.00
Total for this ACH Check for Vendor 10743:				0.00	5,000.00
Total for 11/14/2022:				0.00	241,084.33
ACH	10138 HW201 Nov 2022	ARCO Business Solutions ARCO Fuel Charges 11/08-11/14/2022	11/17/2022		2,162.18
Total for this ACH Check for Vendor 10138:				0.00	2,162.18
Total for 11/17/2022:				0.00	2,162.18
ACH	10781 10016 10019 10022 10025 10034 10035 10037 10116 10135 10173 10233 10249 10274 10284 10292 10338 10417	Umpqua Bank City of Beaumont Monthly Sewer Charges 07/01-09/01/2022 C R & R Incorporated Monthly Charges 3 YD Commercial Bin Oct 2022 Hemet Valley Tool & Supply Air Compressor Bins Lee's Auto Body Labor - Front Bumper Repair - Unit 35 Front Bumper Repair - Unit 35 US Postal Service 400 Postage Stamps Postage - Employee D5 Certification USA Blue Book 2 Pressure Transmitters 0-15 psi Waste Management Of Inland Empire Recycling Dumpster Charges - 815 E 12th St - Oct 2022 Yard Dumpsters - 815 E 12th St - Oct 2022 Organics Cart Charges - 815 E 12th St - Oct 2022 Recycling Dumpster Charges - 560 Magnolia Ave - Oct 2022 Monthly Sanitation - 560 Magnolia Ave - Oct 2022 Verizon Wireless Services LLC Cell Phone/iPad Charges for Sept 2022 Big Time Design Uniforms - Field Staff Pending Credit Uniforms - Field Staff California Society of Municipal Finance Officers CSMFO Chapter Meeting - K Bargas - 12/15/2022 Pro-Pipe & Supply Nipple Brass 1 X Close Nipple Brass 1 X Close CDW Government LLC Annual Veeam and Microsoft 365 Backup Beaumont Chamber of Commerce Credit - Chamber Breakfast - Sept 2022 - L Williams Chamber Breakfast - Nov 2022 - D Slawson Chamber Breakfast - Nov 2022 - J Covington Chamber Breakfast - Nov 2022 - D Hoffman Underground Service Alert of Southern California 116 New Ticket Charges Sept 2022 Monthly Maintenance Fee Association of California Water Agencies ACWA Fall Conference - M Swanson - 11/29-12/01/2022 ACWA Fall Conference - L Williams - 11/29-12/01/2022 California Special Districts Association SDLA Module 1 Gov Foundations - L Williams - 12/06-12/07/2022 Agri Builders/Commercial Concepts Signs - Edgar Canyon	11/18/2022		516.44 310.41 736.53 49.60 29.93 240.00 2.88 365.55 101.49 335.09 56.68 101.49 123.24 1,253.67 793.04 78.21 107.75 65.00 6,432.69 1,187.78 2,645.27 -25.00 25.00 25.00 25.00 203.00 10.00 620.00 620.00 175.00 615.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
10420		Amazon Capital Services, Inc. Mylar - Plan Printing at Eng. Office			544.84
10424		Top-Line Industrial Supply, LLC Parts - Pressure Washer - Unit 8 Parts - John Deere Disc Tractor			661.89 15.65
10453		Custom Trophies Board Room Name Plate - K Bargas			14.54
10546		Frontier Communications 09/25-10/24/2022 Oct 2022 FIOS/FAX 841 E 6th St 09/10-10/09/2022 Sept FIOS/FAX 12th/Palm 09/25-10/24/2022 Oct 2022 FIOS/FAX 560 Magnolia Ave			354.99 564.40 505.26
10550		CalPERS Educational Forum Refund - CalPERS Educational Forum 2022 Registration Cancellation- S Foley			-449.00
10596		Tractor Supply Co Toolbox - Replace Stolen Welder Trailer			1,185.24
10623		WP Engine Web Host for BCVWD Website Oct 2022			115.00
10627		ISACA CISM Membership Renewal - R Rasha			225.00
10630		FMB Truck Outfitters, Inc Trailer - Replace Stolen Trailer 3 Pintel Hook Locks for Trailers			647.47 90.35
10658		B & H Photo Print Head for Canon Printer - 851 E 6th St			476.12
10670		Automation Direct, Inc 3 Pressure Transmitters 0-30 psi			442.85
10692		MMSoft Design Network Monitoring Software Oct 2022 Network Monitoring Software Upgrade Oct 2022			234.78 39.23
10761		BLS*Spamtitan Monthly Web Filter License Nov 2022			71.88
10767		Alliance Trailer Corp Wiring for New Welding Trailer			42.11
10784		Autodesk, Inc Auto CAD Additional Software 851 E 6th St - Oct 2022 Auto CAD Software 851 E 6th St - Oct 2022			235.00 960.00
10787		Backflow Parts USA 2 Repair Kits for District Backflow Devices Spray Oil - Districtwide			157.98 12.39
10790		Microsoft Monthly Microsoft Exchange - Oct 2022 Monthly Microsoft Office License - Oct 2022 Monthly Microsoft Online Services - Oct 2022			381.23 1,078.00 16.40
10840		Ready Fresh (Arrowhead) Water - 09/23-10/22/2022 - 851 E 6th			61.95
10849		MyCommerce Annual Helpdesk Renewal			199.00
10880		Ken Grody Ford Redlands Labor - Coolant Pump - Unit 37/OD 48,932 Coolant Pump - Unit 37/OD 48,932			351.98 352.35
10892		Zoom Video Communications, Inc. (10) Video Conference - Nov 2022			205.90
10918		Apple.com Cloud Storage - iPads			9.99
10926		SSD Alarm Alarm Equip/Rent/Service/Monitor - 560 Magnolia Ave Alarm Equip/Rent/Service/Monitor - 815 12th St Alarm Equip/Rent/Service/Monitor - 851 E. 6th St Alarm Equip/Rent/Service/Monitor - 11083 Cherry Ave			362.13 125.00 77.69 59.50
10939		US Department of Transportation Annual FMCSA Clearinghouse Queries			2.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	10954	Nielsen-Kellerman Heat Stress Monitor			187.49
		3 Heat Stress Monitors			320.02
	10978	Nextiva, Inc. Monthly Phone Service Oct 2022			2,600.49
	10999	Backblaze Offsite Backup Storage - Nov 2022			68.46
	11005	WaterWisePro Training, LLC WaterWisePro: Maintenance & Construction Expo - J Rodgers			75.00
		WaterWisePro: Maintenance & Construction Expo - M Morales			75.00
		WaterWisePro: Maintenance & Construction Expo - E Clark			75.00
		WaterWisePro: Maintenance & Construction Expo - A Nelson			75.00
		WaterWisePro: Maintenance & Construction Expo - T Lamont			75.00
		WaterWisePro: Maintenance & Construction Expo - D Smith			75.00
		WaterWisePro: Maintenance & Construction Expo - J McCue			75.00
		WaterWisePro: Maintenance & Construction Expo - J Haggin			75.00
	11112	Monday.com Project Management Software - Oct 2022			60.00
		Project Management Software - Nov 2022			60.00
	11120	Best, Best & Krieger, LLP Form 700 Training - K Bargas			75.00
	11121	Bright's D&S Towing Tow Unit 5 to Shop			416.00
	11122	Herc Rentals Inc. Wood Chipper Rental - Edgar Canyon Weed Abatement			586.53
	11123	Mentimeter AB HR Presentation Tool - 10/26/2022-10/26/2023			146.76
	11124	Office Sign Company Name Tags - 5 Board Members			72.40
		Name Tags - 8 Staff Members			115.84
	11125	taxationprime.com Garnishment Training - L Lopez			192.78
	11126	Hobart Weld Shop Protective Cover for Welder			178.78
Total for this ACH Check for Vendor 10781:				0.00	33,938.26
Total for 11/18/2022:				0.00	33,938.26
13366	UB*05118	Spruce Title Refund Check	11/22/2022		34.48
		Refund Check			16.94
		Refund Check			34.95
		Refund Check			91.27
Total for Check Number 13366:				0.00	177.64
13367	10774	Jesus Camacho	11/22/2022		
	11222022	Reissue - (24) Truck Washes Oct 2022			298.00
	11222022	Reissue - (25) Truck Washes Oct 2022			315.00
	11222022	Reissue - (25) Truck Washes Oct 2022			315.00
Total for Check Number 13367:				0.00	928.00
13368	10854	Sabrina Foley	11/22/2022		
	11222022	Reissue - Mileage - ACWA HR Meeting - S Foley 09/27/2022			54.00
Total for Check Number 13368:				0.00	54.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13369	UB*05117	Sergio Olvera Refund Check Refund Check Refund Check Refund Check Refund Check Refund Check	11/22/2022		16.80 25.87 28.80 16.92 12.16 9.42
Total for Check Number 13369:				0.00	109.97
13370	10793 11222022	WateReuse Association Reissue - Prepaid Membership Renewal - 01/01-12/31/2023	11/22/2022		1,312.50
Total for Check Number 13370:				0.00	1,312.50
13371	10792 12012022	A-1 Financial Services Dec 2022 Rent - 851 E. 6th St Eng. Office	11/22/2022		2,317.96
Total for Check Number 13371:				0.00	2,317.96
13372	10001 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022 10312022	Action True Value Hardware Materials - 2017 Pipeline Replacement Project Electrical Tool - Unit 5 Sheers - Unit 35 Spray Paint/Acetone - Welding Trailer Washer - John Deere Disc PVC/Adapter - Service Repair Batteries - General Supplies Batteries - Line Locators Sawzall - Unit 4 Drill Bit - Meter Room Sheers - Unit 47 Wire Connector - Swamp Cooler Repair Nuts/Bolts - Welding Trailer	11/22/2022		53.35 34.42 24.77 31.22 4.27 4.49 3.55 22.61 33.39 35.55 24.77 5.92 23.38
Total for Check Number 13372:				0.00	301.69
13373	10695 22142 22143	B-81 Paving Inc Grade & Place Concrete - Inventory Warehouse Upgrade 1 Service Line Repair - City of Beaumont	11/22/2022		50,090.74 21,300.00
Total for Check Number 13373:				0.00	71,390.74
13374	10557 13028	Beaumont Copy & Graphics Business Cards - K Bargas	11/22/2022		54.90
Total for Check Number 13374:				0.00	54.90
13375	10338 1366 - 2023	California Special Districts Association Prepaid - 2023 CSDA Membership Renewal	11/22/2022		8,810.00
Total for Check Number 13375:				0.00	8,810.00
13376	10614 40034 40034	Cherry Valley Automotive 1 Tire - Unit 47/OD 5,577 Labor - 1 Tire - Unit 47/OD 5,577	11/22/2022		236.04 20.00
Total for Check Number 13376:				0.00	256.04
13377	10016 261701 Sept-Oct EP2022-0296 EP2022-0301 EP2022-0303	City of Beaumont Monthly Sewer Charges 09/01-11/01/2022 EP0296 - 1230 Pennsylvania Ave EP0301 - 614 Cypress Ave EP0303 - 814 Palm Ave in Island	11/22/2022		539.06 645.56 645.56 645.56
Total for Check Number 13377:				0.00	2,475.74

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13378	10266 18273 18275	Cozad & Fox Inc. WQMP Update - Noble Tank 2 - Oct 2022 Design & Engineering Services - B Line Replacement - Oct 2022	11/22/2022		3,986.00 1,745.40
Total for Check Number 13378:				0.00	5,731.40
13379	10772 7041 7042	CV Strategies Strategic Communication Services - Oct 2022 (Contract) Strategic Communication Services - Oct 2022 (Non Contract)	11/22/2022		5,061.25 187.50
Total for Check Number 13379:				0.00	5,248.75
13380	10244 11102022 111020222	Fiserv Inc NSF Fee - 15025349833 NSF Fee - 15025349833	11/22/2022		40.00 60.00
Total for Check Number 13380:				0.00	100.00
13381	10273 S1059626.012 S1059626.013 S1059626.014 S1060644.004 S1060644.005	Inland Water Works Supply Co. Materials - 5th St Michigan Ave to California Ave Replacement Materials - 5th St Michigan Ave to California Ave Replacement Materials - 5th St Michigan Ave to California Ave Replacement Materials - 2022-2023 Service Replacement Project Materials - 2022-2023 Service Replacement Project	11/22/2022		7,922.49 190.07 1,995.75 10,223.31 588.91
Total for Check Number 13381:				0.00	20,920.53
13382	11100 13128883	Loomis Armored US, LLC Armored Truck Service - Oct 2022	11/22/2022		296.17
Total for Check Number 13382:				0.00	296.17
13383	10103 061874 061874	Merlin Johnson Construction Inc 2017 Pipeline Replacement Project Retention 2017 Pipeline Replacement Project	11/22/2022		357,216.10 -17,860.80
Total for Check Number 13383:				0.00	339,355.30
13384	10674 1163404	Michael Baker International Engineering & Design Services - 2017 Pipeline Replacement Proj	11/22/2022		5,314.14
Total for Check Number 13384:				0.00	5,314.14
13385	10797 25794	Raftelis Financial Consultants, Inc Professional Services Oct 2022 - Misc. Fee Study	11/22/2022		1,038.75
Total for Check Number 13385:				0.00	1,038.75
13386	10095 202210000339	Riverside County Dept of Waste Resources Weeds/Trash Removal NCR I Oct 2022	11/22/2022		165.94
Total for Check Number 13386:				0.00	165.94
13387	10527 61077429 61119401	Robert Half Talent Solutions Temp Engineering Admin - 11/07-11/10/2022 Temp Engineering Admin - 11/14-11/17/2022	11/22/2022		1,186.44 1,588.80
Total for Check Number 13387:				0.00	2,775.24
13388	10989 11142022	Shannon Anglin Notary Fee	11/22/2022		40.00
Total for Check Number 13388:				0.00	40.00
13389	11127 11162022	Cenica Smith Reimbursement - Mileage to/from Airport - C Smith - CSDA Conf	11/22/2022		113.75
Total for Check Number 13389:				0.00	113.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13390	10431 40002	Southern California West Coast Electric Emergency Repairs - Well 23/25/29	11/22/2022		14,845.00
Total for Check Number 13390:				0.00	14,845.00
13391	11119 13009887 13009887 13009887 13009887 13009887 13009887	Statewide Traffic Safety and Signs, Inc Road Work Ahead Mesh 48" End Road Work Sign 36"X 18" 48" Cross brace Bike Lane Closed 12" X 36" 28" Lime Cones 7 lb Double Reflective Econo Buster Springless Sign Holder	11/22/2022		173.37 77.43 84.64 65.52 2,727.29 612.22
Total for Check Number 13391:				0.00	3,740.47
13392	10063 192126	The Record Gazette Public Hearing Notice - Misc. Fees	11/22/2022		712.00
Total for Check Number 13392:				0.00	712.00
13393	10824 77881155	U-Line Burlap Bags/Tags/Poly Bags - Inventory Warehouse Upgrade	11/22/2022		1,212.74
Total for Check Number 13393:				0.00	1,212.74
13394	10385 5607242	Waterline Technologies, Inc. - PSOC PVC Liquid End - Stock	11/22/2022		555.76
Total for Check Number 13394:				0.00	555.76
13395	10158 108827 108828 110053	Wienhoff Drug Testing Prepaid - Annual Non DOT Consortium Fee 2023 Prepaid - Annual DOT Consortium Fee 2023 Random Testing	11/22/2022		255.00 85.00 80.00
Total for Check Number 13395:				0.00	420.00
13396	10753 2022	Lona Williams Mileage/Parking Reimbursement - L Williams - LAFCO Hearing	11/22/2022		38.50
Total for Check Number 13396:				0.00	38.50
Total for 11/22/2022:				0.00	490,813.62
ACH	10085 1002247181 1002247181 1002247181 1002247181 1002247181 1002247181 1002247181 1002247181	CalPERS Retirement System PR Batch 00002.11.2022 CalPERS ER Paid Classic PR Batch 00002.11.2022 CalPERS ER PEPRA PR Batch 00002.11.2022 CalPERS 8% ER Paid PR Batch 00002.11.2022 CalPERS 7.5% EE PEPRA PR Batch 00002.11.2022 CalPERS 8% EE Paid PR Batch 00002.11.2022 CalPERS 1% ER Paid PR Batch 00002.11.2022 CalPERS 7% EE Deduction	11/23/2022 PR Batch 00002.11.2022 CalPER PR Batch 00002.11.2022 CalPER PR Batch 00002.11.2022 CalPER PR Batch 00002.11.2022 CalPER PR Batch 00002.11.2022 CalPER PR Batch 00002.11.2022 CalPER PR Batch 00002.11.2022 CalPER		9,402.44 4,026.05 993.02 3,686.85 1,953.57 223.02 1,561.18
Total for this ACH Check for Vendor 10085:				0.00	21,846.13
ACH	10087 1-215-079-648 1-215-079-648	EDD PR Batch 00002.11.2022 CA SDI PR Batch 00002.11.2022 State Income Tax	11/23/2022 PR Batch 00002.11.2022 CA SDI PR Batch 00002.11.2022 State Inc		1,246.42 7,128.46
Total for this ACH Check for Vendor 10087:				0.00	8,374.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10094 270272764586041 270272764586041 270272764586041 270272764586041 270272764586041	U.S. Treasury PR Batch 00002.11.2022 Medicare Employer Portion PR Batch 00002.11.2022 Medicare Employee Portion PR Batch 00002.11.2022 FICA Employee Portion PR Batch 00002.11.2022 FICA Employer Portion PR Batch 00002.11.2022 Federal Income Tax	11/23/2022 PR Batch 00002.11.2022 Medicar PR Batch 00002.11.2022 Medicar PR Batch 00002.11.2022 FICA E PR Batch 00002.11.2022 FICA E PR Batch 00002.11.2022 Federal		2,223.91 2,308.07 7,456.14 7,456.14 17,841.83
Total for this ACH Check for Vendor 10094:				0.00	37,286.09
ACH	10141 41982248 41982259	Ca State Disbursement Unit PR Batch 00002.11.2022 Garnishment PR Batch 00002.11.2022 Garnishment	11/23/2022 PR Batch 00002.11.2022 Garnish PR Batch 00002.11.2022 Garnish		288.46 487.84
Total for this ACH Check for Vendor 10141:				0.00	776.30
ACH	10203 VB1450PP24 2022	Voya Financial PR Batch 00002.11.2022 Deferred Comp	11/23/2022 PR Batch 00002.11.2022 Deferrec		350.00
Total for this ACH Check for Vendor 10203:				0.00	350.00
ACH	10264 1002247184 1002247184 1002247184 1002247184 1002247184 1002247184 1002247184	CalPERS Supplemental Income Plans PR Batch 00002.11.2022 457 Loan Repayment PR Batch 00002.11.2022 457 Catch-Up PR Batch 00002.11.2022 CalPERS 457 % PR Batch 00002.11.2022 100% Contribution PR Batch 00002.11.2022 CalPERS 457 PR Batch 00002.11.2022 ROTH % Deduction PR Batch 00002.11.2022 ROTH-Post-Tax	11/23/2022 PR Batch 00002.11.2022 457 Loa PR Batch 00002.11.2022 457 Cat PR Batch 00002.11.2022 CalPER PR Batch 00002.11.2022 100% C PR Batch 00002.11.2022 CalPER PR Batch 00002.11.2022 ROTH % PR Batch 00002.11.2022 ROTH-I		170.83 417.49 96.74 720.33 1,998.29 83.70 75.00
Total for this ACH Check for Vendor 10264:				0.00	3,562.38
ACH	10895 PP24 2022 PP24 2022	Basic Pacific PR Batch 00002.11.2022 Flexible Spending Account (PT) PR Batch 00002.11.2022 Flexible Spending Account (PT) EE on LOA	11/23/2022 PR Batch 00002.11.2022 Flexible PR Batch 00002.11.2022 Flexible		164.89 25.00
Total for this ACH Check for Vendor 10895:				0.00	189.89
ACH	10984 1669140598630	MidAmerica Administrative & Retirement Solutions PR Batch 00002.11.2022 401(a) Deferred Comp	11/23/2022 PR Batch 00002.11.2022 401(a) I		1,043.60
Total for this ACH Check for Vendor 10984:				0.00	1,043.60
ACH	11028 FC019799	Riverside County Flood Control & WCD Payment 2 of MDP Line 16 Co-Op Agreement with RCFC&WCD	11/23/2022		1,000,000.00
Total for this ACH Check for Vendor 11028:				0.00	1,000,000.00
ACH	10138 HW201 Nov 2022	ARCO Business Solutions ARCO Fuel Charges 11/15-11/21-2022	11/23/2022		2,515.11
Total for this ACH Check for Vendor 10138:				0.00	2,515.11
2053	10387 PP24 2022	Franchise Tax Board PR Batch 00002.11.2022 Garnishment FTB	11/23/2022 PR Batch 00002.11.2022 Garnish		109.01
Total for Check Number 2053:				0.00	109.01
2054	10602 11232022	Dustin Smith PR Batch 00002.11.2022 Stipend	11/23/2022 PR Batch 00002.11.2022 Stipend		75.00
Total for Check Number 2054:				0.00	75.00
Total for 11/23/2022:				0.00	1,076,128.39
Report Total (132 checks):				928.00	2,435,369.59



**Beaumont-Cherry Valley Water District  
Board of Directors Meeting  
December 14, 2022**

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 \$4,110.00.

**Background**

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

**Fiscal Impact**

There is a \$4,110.00 impact to the District which will be paid from the 2022 budget.

**Attachment(s)**

- Richards Watson Gershon Invoice #239759



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

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

**CONFIDENTIAL**

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

November 4, 2022  
Invoice # 239759

█ █ GENERAL COUNSEL SERVICES

*For professional services rendered through October 31, 2022:*

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Current Legal Fees.....	\$4,110.00
Current Client Costs Advanced .....	\$0.00
<b>TOTAL CURRENT FEES AND COSTS.....</b>	<b><u>\$4,110.00</u></b>
Balance Due From Previous Statement .....	\$8,714.20
<b>TOTAL BALANCE DUE FOR THIS MATTER.....</b>	<b><u>\$12,824.20</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



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS**  
Thursday, October 27, 2022 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 2022-32*

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**Call to Order: President Williams**

*President Williams began the meeting at 6:03 p.m.*

*Pledge of Allegiance was led by Director Covington.*

*Invocation was given by President Williams.*

**Announcement of Teleconference Participation**

General Manager Dan Jagers advised that this meeting is conducted pursuant to BCVWD Resolution.

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.

Directors Covington, Hoffman, and Williams attended in person at the meeting location. Directors Slawson and Ramirez attended via teleconference.

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Slawson, Williams
Directors absent:	None
Staff present:	General Manager Dan Jagers Director of Engineering Mark Swanson Director of Information Technology Robert Rasha Civil Engineering Assistant Evan Ward Administrative Assistant Cenica Smith Administrative Assistant Lynda Kerney
Legal Counsel	James Markman

Members of the public who registered their attendance: Larry Smith of the San Geronio Pass Water Agency, Paul Onufer, and Fred Riedman.

**Public Comment:** None.

**1. Adjustments to the Agenda:** None.

General Manager Jagers pointed to correspondence received related to Item 6, which is available on the website.

**2. Public Hearing**

- a. **Resolution 2022-\_\_ : Approving the Miscellaneous Fee Update report and Adopting the Schedule of Miscellaneous Fees, and**
- b. **Resolution 2022-\_\_ : Amending the District’s Regulations Governing Water Service: Part 5: Charges**

President Williams announced that this Public Hearing was properly noticed by posting and by publication in the Record-Gazette; however, it was not possible to post the Miscellaneous Fee Update report and the proposed revisions to the District’s Rules and Regulations by the legal deadline to make that information available to the public (10 days prior to the Public Hearing). Therefore, this item must be continued to the November 9, 2022 Regular Meeting.

*The Board continued the item to the Regular Meeting of November 9, 2022 by the following roll-call vote:*

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

**3. Request for Update of Will Serve Letter for Tentative Tract Map 27357 (Kirkwood Ranch) for a Single-Family Residential Development located South of Oak Valley Parkway, abutting Interstate 10 in the City of Beaumont**

Director of Engineering Mark Swanson presented the application for the 371 single-family home development. There was a Plan of Service prepared for the project in 2003, but since things have substantially changed, a Plan of Service update will be necessary, Swanson advised. It is difficult to determine the EDUs at this point, he added but currently turf is not being used, so the numbers should be relatively low from other projects in the past.

The project has been stalled for approximately 20 years, Swanson continued. Annexation took place in 2004 and a Will-Serve Letter (WSL) update was provided in 2014. The District’s conditions include dedication of a 1-acre well site.

The project proponent, Mr. Paul Onufer of JPB Investments, advised that the Kirkwood Ranch property is under contract with the current owners and provided some background. There is an expired Tentative Map; the owner recorded 71 lots at the northwest corner of Elm and Oak Valley, but the balance of the project would have to go through the Tentative Tract Map process including all new studies including the WSL. The plan is to update the plan to meet current standards, process the necessary permits, develop the sites, and sell them to homebuilders, Onufer explained.



Director Covington asked if this was in conflict with Resolution 2014-05. Swanson noted there were fees paid and annexation into the District, and Jagers confirmed that the project meets the conditions for exception from Resolution 2014-05.

President Williams invited public comment. There was none.

*The Board approved the request for an update of Will Serve Letter for Tentative Tract Map (TTM) 27357 (Riverside County Assessor's Parcel Nos. [APN] 414-020-015, -022, -023, 414-060-001, -002, 414-070-003, -006, -007, 414-080-007, 414-360-001 to -041, 414-370-001 to -040) in the City of Beaumont by the following roll-call vote:*

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

**4. Resolution 2022-35 Amendment to the 2022-2026 Capital Improvement Budget to Include Converting the Equipment Storage Building to an Inventory Storage Warehouse Not to Exceed \$135,100 as part of the BCVWD Engineering and Operations Center Staffing and Space Requirements Project (EOC-001)**

General Manager Jagers explained the project is to ultimately provide storage for District materials and equipment. The Quonset hut now in use is not a secure or weatherproof building and a new solution is needed. There is a masonry building with wood truss roof at the Noble Creek Recharge Facility Phase 2 which was constructed to house heavy equipment and currently contains water filters. Staff is proposing to make improvements and convert it to an updated materials storage building and workshop, Jagers explained.

Jagers noted that staff was tasked by the Board to find creative solutions for the near term as final facilities are pursued.

President Williams invited public comment. There was none.

*The Board adopted Resolution 2022-35: authorizing an amendment to the 2022-2026 Capital Improvement Budget allocating \$135,100 to the Capital Replacement Reserve for an inventory storage warehouse 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	

**5. Beaumont Basin Watermaster: Approve Pro-Rata Expense in the Amount of \$63,161 for the District’s Share of the 2023 Professional Engineering Services Agreement with Thomas Harder & Company**

General Manager Jagers explained the Beaumont Basin Watermaster (BBWM) annual contract with engineering firm ALDA, Inc. a subsidiary of Thomas Harder & Company. The BBWM Committee put the contract out to bid for 2023 and received only one proposal, from Thomas Harder & Company, he advised.

President Williams invited public comment. There was none.

*The Board approved BCVWD’s pro-rata share of expenses in the amount of \$63,161 for the 2023 Professional Engineering Services Agreement with Thomas Harder & Company for the Beaumont Basin Watermaster by the following roll-call vote:*

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

**6. NOT ADOPTED: Resolution 2022-\_\_ : Opposing the Riverside Local Agency Formation Commission Proceedings 2022-05-5 and 2022-06-5: De-annexation of Riverside County Assessor’s Parcel Nos. 413-290-041 and 413-290-042 (Merlin Properties)**

General Manager Dan Jagers explained that this item was prepared to affirm the District’s opposition to the de-annexation from BCVWD and concurrent annexation into the Yucaipa Valley Water District (YVWD). He explained the pursuit of the property by YVWD and its services bundling policy.

The Riverside Local Agency Formation Commission (LAFCO) voted this morning to approve the action despite comments in opposition from himself, President Williams, and Director Covington, Jagers advised.

Jagers reminded the Board of previous discussion and indicated that responses to questions regarding process and a tax agreement are posted on the District’s website. The staff report prepared by LAFCO presented a recommendation to approve the action and the Commission approved it 7-0. He suggested sending a message to LAFCO that BCVWD does not agree with that activity or the YVWD bundling policy that tries to collect water and wastewater service from within BCVWD boundaries.

The nine additional parcels under attack are located south of Cherry Valley Boulevard, east of the 10 freeway, and west of the property known as Sunny Cal Egg Ranch, with a total area more than 100 acres, Jagers continued. The LAFCO commissioners were advised that they are setting a precedent that would allow anyone to create a policy to encroach into others’ service area boundaries. Jagers reported that County 5<sup>th</sup> District Supervisor Jeff Hewitt commented there was not a desire to monitor agencies’ policies related to these activities, which opens up the Wild West for such creativity.

Mr. Fred Riedman representing Merlin Properties discouraged the Board's approval of the resolution, and said it penalizes private landowners. He said he understands the angst about the policy, but the property owner has no control over this and is stuck in the middle. Merlin Properties seeks a way to get out of the middle, and requested the BCVWD to instead direct its efforts toward the policy.

Mr. Markman advised that he has been dealing with this for months. It is a strange policy for bundled services. The problem needs analysis related to District infrastructure that reaches into that area, for whom it will be useful, and whether beneficial use can be expanded for other customers. LAFCO has tremendous discretion, he advised, but they do not often choose de-annexation to another provider, so it was surprising.

President Williams invited public comment. There was none.

Director Slawson asked about the allegation of harm to other landowners. Mr. Riedman explained there was an offer accepted to sell the property. It would have been sold three years ago and homes built already. Now, the Riedmans are out of contract and with the current economy, a new offer would be exponentially lower. The sale to DR Horton would have closed years ago had they been able to confirm water and sewer. Slawson noted that this resolution will not change any of that.

Director Hoffman thanked the directors who attended the LAFCO meeting and suggested tabling the resolution until additional input and full understanding is gained in closed session.

Director Covington summarized the morning LAFCO meeting. He stated there truly was no basis to de-annex into YVWD other than fact that they have an internal policy. YVWD has full authority to issue a variance but did not wish to do so. YVWD held BCVWD under duress and used LAFCO as a conduit to get to the end game and set a dangerous precedent for other agencies in Riverside County.

The entire Oak Valley specific plan has ambiguities and back-room handshake deals which are surfacing now, Covington continued. He commented on the YVWD policy and LAFCO's failing to consider comments from BCVWD, saying it was a completely slanted and unfair process with a staff report skewed to favor YVWD.

President Williams agreed with Jagers and Covington regarding issues with the LAFCO staff report and stated that it missed a lot of points. She said that she did not see how this proposed resolution would be detrimental to the landowner but agreed with tabling the item.

*The Board **tabled** Resolution 2022-\_\_ Opposing the Riverside Local Agency Formation Commission Proceedings 2022-05-5 and 2022-06-5: De-annexation of Riverside County Assessor's Parcel Nos. 413-290-041 and 413-290-042 by the following roll-call vote:*

MOVED: Covington	SECONDED: Hoffman	APPROVED 4-0-1
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None	
ABSTAIN:	Ramirez	
ABSENT:	None	

**7. Consider Setting a Date for Public Hearing to Adopt an Ordinance Providing for Compensation of the Members of the Board of Directors of the Beaumont-Cherry Valley Water District and Superseding Ordinance 2021-01**

General Manager Jagers explained that District policy requires the Board to review per diem compensation in October each year. He explained background and Water Code provisions. Current per diem is set at \$260 per day of service per Ordinance 2021-01 adopted on January 28, 2021, effective April 1, 2021, he reminded.

President Williams invited public comment. There was none.

Director Slawson suggested keeping it the same. Director Hoffman pointed to the Social Security 2023 increase at 8.7 percent and said small increments are appropriate. Director Covington concurred and noted that the Board could have previously set a figure over \$300, plus no increase was made in 2022.

In response to questions, Mr. Markman advised that there is an upward limit of 5 percent per calendar year, but the Board can set an amount anywhere between the two. Director Williams suggested \$275 or a round number.

*The Board directed staff to set a date for a public hearing to consider the per diem rate by the following roll-call vote:*

MOVED: Covington	SECONDED: Hoffman	APPROVED 4-0-1
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None	
ABSTAIN:	Ramirez	
ABSENT:	None	

**8. Master Drainage Plan Line 16 Storm Drain Project Update**

Director of Engineering Mark Swanson explained that this joint project between BCVWD and Riverside County Flood Control consists of 6,600 feet of storm drain with laterals and offers the potential to capture 500 acre-feet in a wet year and will alleviate part of the flooding at Brookside Avenue and Marshall Creek at Cherry Boulevard. It is a 10-year storm facility and drains into the Noble Creek Recharge ponds, providing benefit to the District.

In response to Director Covington, Swanson advised that a metering device will be installed by the District, post-project.

Swanson briefed the Board on components and current project status. Mr. Jagers noted that the work schedule had indicated the project would be done by now, but the delay was by no fault of BCVWD or Flood Control.

President Williams invited public comment. There was none.

Directors expressed appreciation for the update and the work completed on the project. Director Ramirez commented that the Board has really come together to support policy to make this happen and participate funding-wise with the County. There is also need to talk about all the work being done to actually keep water in the

District's reservoirs. This is a huge win for everyone, and the County's lead is appreciated, he noted.

Director Hoffman also acknowledged the work and expressed appreciation.

Director Covington noted that while the project is slightly behind schedule, it appears it is in the home stretch. He pointed out this has been a different project as BCVWD is not the lead agency, only a participant, and it has had some significant ups and downs. There is light at end of tunnel, he stated. The project started with discussion with the County in 2015 or 2016, and it is now an eye opener when public agencies come together and make something happen; spending money and moving pipelines as construction began. There has been no shortage of surprises, but it will be great when there is wet water in the pipeline and not on Brookside, he concluded.

President Williams said it would be great to see, to be able to capture water, and to be able to drive down Brookside. Collaboration is vital to benefit all stakeholders, she noted.

Directors recalled flooding on Brookside. Mr. Jagers reminded that the project was pitched to Flood Control in 2014 and indicated that there is video of the previous flooding conditions. He stated that he appreciated the perseverance of Director of Operations James Bean.

## **9. 2017 Replacement Pipelines Project Update**

Director of Engineering Mark Swanson identified the location as the Birdsall property (Khyra Beaucrest Ranch) off Altura Bella. The original project was to replace 920 ft of old 6-inch pipe. A project amendment came to the Board as reality showed that it equated to more like 2,430 ft. The line ties to Whispering Pines, and two fire hydrants were installed. The project is substantially complete with only minor pavement repair to do.

Swanson presented photos of the project progress. He noted that the work affected four residents who were kept informed, and all were very cooperative. Staff tried to give as much notice as possible.

In response to Director Covington, Swanson assured there is a blanket easement for the line running through private property. Mr. Jagers explained that it paralleled a gas line and fiber optic line and reiterated that staff worked closely with property owners and had made adjustments to accommodate.

Director Slawson commented that the pipe looks shallow and asked about minimum cover. Swanson explained that it is 36 inches from the top.

Director Covington asked if there had been any change orders and Swanson said none have been received and staff worked well with contractor Merlin Johnson.

Director Hoffman said that the full-time maintenance man on the Birdsall property told him he was pleased with the way the District managed everything and worked around events on the property.

Jaggers indicated that during the design process, there were field meetings with the homeowners, and said that the preference is to site in the public right-of-way, but this was an unusual location at the end of a pressure zone. This was the best of the solutions and was worked out with the property owners. Merlin Johnson Construction is to be applauded as they accommodated the Beaucrest Ranch events, Jaggers noted. Swanson added that they also worked with their plumber on a new backflow device.

Swanson noted that the District is still waiting for materials for Pipeline 2 (Apple Tree Lane), and it is hoped for delivery at the end of the year. The desire of the homeowners is to pave the road when done.

Pipeline 3 (Egan Alley from 5th St to California Ave) is stalled subject to the City of Beaumont (City) pavement moratorium and will wait until 2025, unless the City will allow any latitude, Swanson advised.

President Williams invited public comment. There was none.

## **10. Update Legislative Action and Issues Affecting BCVWD**

Director Covington said he uses the Legislative Update information, and it is good reference material.

General Manager Jaggers briefed the Board on AB 2449 regarding open meetings / local agency teleconferences. This will be discussed at the November 9 meeting. Other entities are planning to implement in February 2023 when Governor Newsom is prepared to rescind the COVID-19 State of Emergency.

## **11. Reports for Discussion**

### **a. Directors' Reports:**

Director Slawson reported attending the following

- San Geronio Pass Regional Water Alliance on October 10, 2022
- Beaumont Chamber of Commerce Breakfast on October 14, 2022
- ACWA Drought Planning Workshop on October 19, 2022
- San Geronio Pass Water Agency Board Meeting

Director Hoffman reported attending the following:

- Beaumont Chamber of Commerce Breakfast on October 14, 2022
- ACWA Drought Planning Workshop on October 19, 2022

### **b. Directors' General Comments:**

Director Hoffman advised that the Finance & Audit Committee has been working on the budget and recommended the Board members review it when it comes out.

c. General Manager's Report:

General Manager Jagers reported the following:

- The Riverside County Board of Supervisors approved the final contract for \$2.58 million in APRA funding. He has an electronic copy of the fully executed agreement and a point of contact for next steps.
- The funding will be applied to the B line and ancillary facilities as well as the Noble Tank pipeline project. Staff will begin separating the tank and pipeline projects to prepare bid documents.

d. Legal Counsel Report: None.

## 12. Action List for Future Meetings

- Presentation on the San Bernardino Valley Resource Conservation District
- Water supply for BCVWD and the region
- Matrix for delivery of recycled water

## 13. Announcements

*President Williams read the following announcements:*

- Special Board Meeting: Tuesday, Nov. 1, 2022 at 5:30 p.m.
- Collaborative Agencies Committee: Wednesday, Nov. 2, 2022 at 5 p.m.
- Finance & Audit Committee Meeting: Thursday, Nov. 3, 2022 at 3 p.m.
- Regular Board Meeting: Wednesday, Nov. 9, 2022 at 6 p.m.
- District offices will be closed on Thursday, Nov. 10 in observance of Veterans Day
- Personnel Committee Meeting: Tuesday, Nov. 15, 2022 at 5:30 p.m.
- Engineering Workshop: Thursday, Nov. 17, 2022 at 6 p.m. (date change due to holiday)
- Finance and Audit Committee Meeting: Thursday, Dec. 1, 2022 at 3 p.m.
- Beaumont Basin Watermaster Committee: Wednesday, Dec. 7, 2022 at 11 a.m.
- Regular Board Meeting: Wednesday, Dec. 14, 2022 at 6 p.m.

## 14. Closed Session

*The Board recessed to Closed Session at 8:08 p.m.*

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to California Government Code Section 54956.8  
Property: 37.46 acres at southwest corner of Brookside and Highland Springs in Cherry Valley, CA [APNs 408-080-009, 408-080-010, 408-080-011 and 408-080-012]  
Agency Negotiator: Dan Jagers, General Manager  
Under Negotiation: Price and terms of payment
- b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Pursuant to California Government Code Section 54956.9 (2) (d)  
One Case: BCVWD vs. Merlin Properties

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

**Reconvened in Open Session at 9:13 p.m.**

*Director Ramirez did not return to the Open Session.*

**15. Report on Action Taken during Closed Session:**

President Williams announced that no reportable action was taken on items 14 A or 14 B.

For Item 14C, the Board reviewed and signed off on the General Manager's performance evaluation.

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

*The Board Approved the salary increase of 4 percent for the General Manager by the following roll-call vote:*

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

**17. Adjournment**

*President Williams adjourned the meeting at 9:14 p.m.*

ATTEST:

*DRAFT UNTIL APPROVED*

*DRAFT UNTIL APPROVED*

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

\_\_\_\_\_  
Director David Hoffman, 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 SPECIAL MEETING  
OF THE BOARD OF DIRECTORS**  
Tuesday, November 1, 2022 at 11:00 a.m.

*Meeting held via video teleconference pursuant to  
California Government Code Section 54950 et. seq.  
and BCVWD Resolution 2022-32*

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**Call to Order: President Williams**

*President Williams called to order the meeting at 5:38 p.m.*

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Slawson, Williams
Directors absent:	None
Staff present:	General Manager Dan Jagers Director of Operations James Bean Director of Engineering Mark Swanson Director of Information Technology Robert Rasha Human Resources Administrator Sabrina Foley Administrative Assistant Cenica Smith
Legal Counsel	James Markman

Members of the public who registered their attendance: None.

**Announcement of Teleconference Participation**

General Manager Dan Jagers clarified that this meeting is conducted pursuant to California Government Code Section 54953 and AB 361.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda. Due to the danger of COVID-19, the teleconference locations are not publicly accessible. The public's right to comment and participate in the meeting is being assured via teleconference capabilities.

Mr. Jagers verified that all directors have indicated that they are able to hear the other directors clearly. No directors expressed any reason to believe, based on voice recognition or otherwise, that those persons representing themselves to be directors are not truly so.

**Public Comment:** None.

1. **Adjustments to the Agenda:** None.
  
2. **Approve Workshop: Strategic Planning for District Succession and Workforce Planning Led by Representatives from the Mejorando Group:**
  - a. Establish a baseline of service levels and current workload demands
  - b. Create a recommended framework for staffing levels
  - c. Analyze the workforce
  - d. Identify primary focus of succession planning efforts
  - e. Develop near and short-term priorities

Human Resources Administrator Sabrina Foley introduced Mr. Patrick Ibarra of the Mejorando Group.

Mr. Ibarra introduced the process as a short-and long-term look toward the District's future. He reminded the board of the engagement of the Mejorando Group to provide workforce planning, and provided some detail on the project and process.

Mr. Ibarra presented a diagram of "headwinds" and asked the Board for input. Board members and staff contributed the following discussion:

- Water supply
- Labor supply / efficiency
- Recycled water
- Current staffing level / cross reference with services provided
- Staffing plan for next five years
- Costs to operations budget
- Cost effectiveness / cost efficiency
- Life cycle
- Economy / recession
- Back up / training / cross-training for all employees
- Drought
- Less water sales
- Supply chain issues
- City growth
- Adequate staff for BCVWD services
- California regulatory environment and certifications
- Contract labor / use of consultants
- Investment in technology
- Minimizing staffing level
- Customer service level / desired convenience
- Employee retention / volatility
- Balance

Ibarra led the Board in discussion and advised that being incremental is the path forward. He noted this is a labor-intensive organization and determination of services will come down to that and balancing costs and obligations and financial constraints.

The inside workforce is different, Ibarra continued. He said that four of the five employees he spoke with had been with the District for less than one year. Turnover is not uncommon, but sometimes newer employees are more receptive to doing things differently.

Director of Engineering Mark Swanson commented on the amount of technology and data and noted that someone has to pore through the data. Engineering receives a lot of calls, and each takes time and manpower. Working with one man down is challenging, he explained, and said the department will have to grow as time goes on. Engineering is several years behind on infrastructure and must figure out how to move forward effectively and efficiently.

Mr. Jagers described a recent examination of and resolution to an agreement from 1909. This is an example of cleaning up missed opportunities of past management and when things like this come to light, they are being memorialized in the District's Board agendas. The hope would be that it keeps getting better and growing succession through a layered system of staffing through all the departments, he said.

Ibarra concluded, saying this helps him understand the mindset and expectation of the Board as it is included in the overall scheme.

### 3. Adjournment

*President Williams adjourned the meeting at 6:52 p.m.*

ATTEST:

*DRAFT UNTIL APPROVED*

*DRAFT UNTIL APPROVED*

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Director Lona Williams, President  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District

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Director David Hoffman, 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  
OF THE BOARD OF DIRECTORS  
Wednesday, November 9, 2022 at 6:00 p.m.**

*Meeting held in person at 560 Magnolia Ave., Beaumont, CA  
and via teleconference pursuant to  
California Government Code Section 54950 et. seq. and under the  
provisions of Assembly Bill 361 and BCVWD Resolution 2022-36*

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

*Pledge of Allegiance was led by Director Slawson.*

*Invocation was given by Director Covington.*

**Announcement of Teleconference Participation**

Dr. Kirene Bargas, Director of Finance and Administration, clarified that this meeting is conducted pursuant to California Government Code Section 54953 and AB 361.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda. Due to the danger of COVID-19, the teleconference locations are not publicly accessible.

Dr. Bargas verified that all directors were able to hear the other directors clearly. No directors expressed any reason to believe, based on voice recognition or otherwise, that those persons representing themselves to be directors are not truly so.

**Roll Call:**

Directors present:	Covington, Hoffman, Slawson, Williams
Directors absent:	Ramirez
Staff present:	General Manager Dan Jagers Director of Finance and Administration Kirene Bargas, PhD Director of Engineering Mark Swanson Director of Operations James Bean Director of Information Technology Robert Rasha Finance Manager Bill Clayton Human Resources Administrator Sabrina Foley Senior Management Analyst Sylvia Molina Water Utility Supervisor Julian Herrera Customer Service Supervisor Sandra Delgadillo Administrative Assistant Cenica Smith Administrative Assistant Lynda Kerney
Legal Counsel	James Markman

Members of the public who registered attendance: R. Provost, Directors Dr. Blair Ball and Mickey Valdivia of the San Gorgonio Pass Water Agency (SGPWA), John Wright and Cleo Koenig from Raftelis Financial Consultants (Raftelis), and Sean McReynolds of Townsend Public Affairs, Inc.

**Public Comment:**

Mr. Valdivia thanked Mr. Jagers for his presentation to the San Gorgonio Pass Economic Development Alliance.

**1. Adjustments to the Agenda:**

Mr. Jagers advised that the ad hoc Communications Committee has requested inclusion of some upcoming events and there are some corrections on Agenda Item 8.

**2. Consent Calendar:**

*Consent Calendar items 2a through 2j were approved with one motion:*

- a. Review of the September 2022 Budget Variance Reports
- b. Review of the September 30, 2022 Cash/Investment Balance Report
- c. Review of Check Register for the Month of October 2022
- d. Review of October 2022 Invoices Pending Approval
- e. Minutes of the Regular Meeting of September 14, 2022
- f. Minutes of the Regular Meeting of September 29, 2022
- g. Minutes of the Regular Meeting of October 12, 2022
- h. Resolution 2022-36 Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same
- i. Monthly Update from Townsend Public Affairs, Inc. (grant writing)
- j. Request for Proposal- Social Media and Public Relations

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

**3. Public Hearing:**

- a. **Resolution 2022-37: Approving the Miscellaneous Fee Update study and Adopting the Schedule of Miscellaneous Fees, and**
- b. **Resolution 2022-38: Amending the District’s Regulations Governing Water Service: Part 5: Charges**

*Continued from the Regular Meeting of October 27, 2022*

President Williams reminded that this item was continued for discussion due to the unavailability of materials.

Dr. Kirene Bargas advised that the Notice of Public Hearing was published in the Beaumont Record-Gazette on October 14 and 21, and was posted on the District's website, at the City of Beaumont, and at the District office on October 10, 2022.

Finance Manager Bill Clayton introduced the item and provided brief background.

Mr. John Wright of Raftelis explained the Proposition 26 basis for fees and the development of an Excel model and presented the Miscellaneous Fee Update Report.

General Manager Dan Jagers explained cost inputs. Mr. Clayton explained engineering deposits and fees based on costs. Mr. Wright described the penalty fees.

In response to President Williams, Mr. Jagers confirmed that due to changes in costs, some fees do go down. All are based on an average of true, historic costs, he said, and explained examples of the calculations contained in the Raftelis report.

President Williams questioned the GIS charges, and Director of Engineering Mark Swanson described the GIS requirements for developments, fees collected from developers, and calculation of the costs for GIS services based on mapping.

Director Covington said he understood the basis of the numbers, but he would not approve some of the proposed fees, especially those imposed directly on customers, as they are punitive. He asked about application of the results of the report in the amendment of Part 5 and Appendix A and pointed out that there is no change to the section on Cost of Water Supply which has been the same for more than a decade. Mr. Swanson explained that the Cost of Water Supply is not part of this update. Capacity Charges will be coming back in a separate report, Jagers added, and provided detail on the cost items.

Director Covington commented on the Part 5 revision. He directed staff to retain the previous two years of the rate table so the progression was shown. Covington said the text makes sense and clarifies many gray areas. The addition of explanations such as the encroachment permits is very helpful, he added.

Director Covington indicated that he needs more time to review the Raftelis report and reiterated that some of the fees are taking quite a jump, and he is concerned about customers having to pay exorbitant fees. He gave an example of meter testing fees.

Mr. Clayton acknowledged that some of the fees had substantially increased and pointed out that some of them had not been updated since 2012 or before. He recommended keeping in mind Propositions 218 and 26, which dictate the setting of fees, and that costs not charged to the customer are being absorbed and passed to everyone else.

Director Covington noted that Prop. 26 prohibits charging a fee which is more than the cost of the service and asked if the District could charge less. Legal Counsel Markman confirmed that the Board can charge less as long as the cost is not picked up in some other rate, i.e., all rates uniformly can charge the maximum cost recovery, but any can be charged less by Board policy.

Director Covington indicated that the Engineering deposits are in line with what he sees in his own work. He requested this agenda item be tabled to allow more time.

In response to President Williams, Mr. Markman confirmed that the Board can set any fee for each individual service as long as it does not exceed the cost of the service. The proposed fees are the maximum because they are based on total cost recovery, he advised.

President Williams asked if there was an option for low-income customers to have a fee waived. Customer Service Supervisor Sandra Delgadillo said there was no District program, but there is a grant program through the County of Riverside, and if a customer cannot pay their bill, they can be put on a payment plan.

Ms. Delgadillo also explained the occurrence of the meter test fee. If the test shows the meter is reading correctly, the customer pays for the test. Requests for testing are uncommon (two to four per year), she continued, but the current \$30 fee does not cover the technician's time. Fees can be added to the customer's payment plan, she noted.

President Williams acknowledged that the District is losing a lot of money, but agreed that more time is needed to review the information. Directors Slawson and Hoffman concurred.

Director Slawson noted that he assumed the figures in the report were accurate, and said he appreciated the expertise, experience, and attention to detail of Director Covington.

General Manager Jagers pointed out the potential economic exposure attached to each fee reduction.

In response to Director Covington, Mr. Jagers stated that the rates as shown in the Raftelis study are reflected in the 2023 Budget Draft. Dr. Bargas explained an example of the credit card processing fee. The amount not recovered is coming out of the operations budget, she noted. The District is losing money, meaning all customers are absorbing a piece of that cost, she said. Every fee has a methodology behind it and has been validated by Raftelis. Some of the fees are attached to employees, so it had to wait for completion of the classification and compensation study, she added.

President Williams opened the Public Hearing at 7:25 p.m. by inviting public comment. There was none.

President Williams directed staff to add further discussion of this item to the agenda of the regular meeting of November 17, 2022.

*The Board continued the Public Hearing to the regular meeting of December 14, 2022 at 6 p.m. and directed staff to add further discussion to the agenda of the regular meeting of November 17, 2022 by the following roll-call vote:*

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

**4. Consider an Amendment to the Budget for the Contract with Raftelis Financial Consultants, Inc. for Production of a Report on Miscellaneous Fees (Administrative Cost Recoveries)**

Dr. Kirene Bargas provided background on the contract and advised that in 2020 the study and report were to be finalized. Raftelis has requested a revision of costs to close out the final report, mainly because of the cost of living and the additional reports the District is requesting. The final cost will not be determined until the final report is approved by the Board, but is not anticipated to exceed another \$2,500.

President Williams invited public comment. There was none.

*The Board approved an amendment in budget allocation not to exceed \$2,500 to cover the increased costs for production of a Report on Miscellaneous Fees by Raftelis Financial Consultants, Inc. by the following roll-call vote:*

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

**5. Presentation of Draft Fiscal Year 2023 Operating Budget & 2023-2027 Capital Improvement Budget**

Dr. Kirene Bargas directed attention to the budget documents and advised that the Finance and Audit Committee has reviewed the budget line-by-line at a couple of meetings. She provided an overview:

- The proposed operating budget includes proposed gross revenues of \$22,093,000 and gross expenses of \$22,776,500
- Net unrestricted revenues are \$20,609,000 and do not include restricted capacity charges (facilities fees)
- Net or cash basis expenses are \$19,529,000 and do not include non-cash items such as depreciation expenses and GASB pension expenses
- Net position (net revenues less net expenses) is an expected increase of \$1,079,500

Dr. Bargas advised that items raised over the past year are now included in the budget. She pointed out some additions to the budget document and reviewed the District profile, which reflects total connections on 20,691 as of September 2022, an increase of 696 from the previous year. Production totaled 14,149 acre-feet, she noted.

Dr. Bargas provided comparison of the 2022 adopted amended budget to the proposed 2023 figures. She pointed out that revenue projections will change if the Board makes any type of change with the adoption of updated Miscellaneous Fees.

General Manager Jagers added that a number of budget scenarios were taken to the Finance and Audit Committee. He reminded that a letter was authorized to be sent to the SGPWA to purchase 11,000 acre-feet (af) and more if 7,000 af were



to become available in a wet year; this is not reflected in this budget and would come back to the Board for authorization to purchase those additional water supplies from reserves to replenish the Beaumont Basin storage account.

Dr. Bargas continued. Total gross operating expenses for 2023 are budgeted at \$22,776,500. She noted that there is detail for each department in the budget book. She explained the following:

- Although the District is in Stage 3 water restrictions, water sales continue to increase
- There is currently no drought surcharge imposed or budgeted for 2023, which may be changed by the Board during the year
- The budget used 2022 actual water sales for the 2023 budget projection
- Fixed meter charges and consumption charges are increasing per the rate study schedule
- Charges for service are dependent on the Board's adoption of the Miscellaneous Fee schedule
- The economic downturn represents a potential decrease in collection of capacity fees
- The budget includes purchase of 11,000 af for replenishment, AMR/AMI recurring costs of \$183,000, and personnel expenses including the 5 percent COLA for all employees except the General Manager (4 percent)
- Board per diem compensation is included remaining at \$260 per meeting

General Manager Jagers added detail on personnel expenses. Dr. Bargas noted that three significant new expenses involve the City of Beaumont's paving moratorium, personnel, and the new AMR/AMI expense. The purchase of water supply was approved by the Board and will be funded from the importation charges collected from 2021 and 2022, she said. Jagers clarified that 11,000 af is in the budget, and the 7,000 af additional would come to the Board for separate approval and is not in the budget. Net increases result in a \$1,079,500 change in budget from 2022, Bargas concluded.

Director Covington noted that no drought surcharges have been included and asked if such charges would be discussed based on drought-related implementation that comes down from Sacramento or some other separate trigger. Mr. Jagers reminded that the State has mandated enactment of portions of the Water Shortage Contingency Plan (WSCP) but has not actually mandated the conservation be achieved. The SGPWA continues to work to secure access to another 10,000 af of supply, he added. At this point, it does not make sense to put that burden on ratepayers, but drought surcharges may be appropriate in the future and may come to the Board in late February / early March if the drought is continuing, he stated.

Director Covington pointed out that water demand and sales continue to increase while the WSCP is in place, and said he was curious as to when the drought surcharges might be enacted. Mr. Jagers pointed to the addition of 600 houses in the last year and suggested that residents establishing landscaping, although told to conserve, may be watering more.

President Williams noted the Finance and Audit Committee discussed the drought surcharges and felt that instead of being punitive to the ratepayers, it should wait until the State set the trigger.

Dr. Bargas highlighted the year-over-year changes and reminded that the Board had asked to include any amounts changed during the year. The Finance and Audit Committee reviewed all changes, she noted.

Director Covington asked about fixed meter charges, and Mr. Jagers explained that the Raftelis Rate Study adopted in March 2020 included those charges; it is not impacted by the Miscellaneous Fees study. He pointed to the charges for service that will be affected by the Miscellaneous Fee study and asked the Board to pay particular attention to that budget area.

Director Covington asked about the Southern California Edison power charges pass-through and reminded that the item budget had to be amended in a previous year. Jagers explained the basis on which the surcharge is collected and noted that the number will vary based on volumetric sales. Staff is tracking the number but there is not a large enough recovery variance to bring it back to the Board, he advised.

Dr. Bargas detailed the water importation pass through charges totaling \$5,604,926 available for imported water purchases. Jagers discussed the balancing of the pass-through and noted that the total would allow for replenishment of 14,000 af, but more than that has been pulled out of storage. Water that was purchased in wet years has now been sold during the dry years, he noted.

Dr. Bargas continued the presentation and detailed departmental items and changes.

In response to Director Covington, Director of Information Technology Robert Rasha explained that the recurring expenses for the AMR/AMI project include the collectors, repeaters, antennas, and individual components that make up primarily the AMI component of the system, plus annual hosting fees. Mr. Jagers said it also includes the programming for the customer interface. Mr. Rasha added that some of that work will be done in-house. Jagers described the technology will reduce burden on labor costs. Mr. Jagers provided an update on project status and Ms. Molina indicated it is at 93 percent completion. Director Covington requested a presentation on the project.

Dr. Bargas highlighted the 2023-2027 Capital Improvement Budget. This information was represented in the Raftelis 2020 Rate Study, she noted.

Formal Board action to approve the budget will be at the December 14 regular meeting, Bargas noted, and the budget would be effective January 1 – December 31, 2023.

President Williams asked about the impact of changes made to the Miscellaneous Fees as recommended in the Raftelis report. Bargas noted that the budget draft presented on December 14 will affect some tables in the budget and will give some indication of impact, but it will be difficult as both items would need to be addressed at once.

In response to President Williams, Jagers noted that the public hearing for potential increase in the director per diem compensation would be coming before the Board at the November 17 meeting.

If necessary, final budget numbers and an amendment would come to the Board in January, Bargas added. Discussion is also agendized for November 17 in case there is further change, she said.

Directors acknowledged the work of staff.

President Williams invited public comment. There was none.

## **6. Update: Revenues and Expenses Related to District Residences**

Director of Finance and Administration Dr. Kirene Bargas reminded the Board of the adoption of Policy 5095 District Residences and Facility Emergency Policy on October 28, 2021 providing for a Monthly Maintenance Fee for the four District residences and presented the summary for fiscal year-to-date 2022, through September 30, 2022. A total of \$20,146.40 has been collected in monthly maintenance fees while \$69,353.54 has been spent. She provided additional annual figures and noted the current balance remaining is \$44,026. The fiscal impact should be net zero over time, she noted.

Director Covington noted that the remaining balance of \$44,026 moving forward is concerning; it is not a lot for four residences.

In response to President Williams, Dr. Bargas and Mr. Jaggars confirmed that the balance is low due to the expenses for roofing and septic repairs.

## **7. Review of Teleconferencing Regulations Pursuant to AB 2449 and Consideration of Adoption of New Meeting Procedures**

Director of Finance and Administration Dr. Kirene Bargas requested Board direction regarding continued teleconferencing of regular, special, and standing committee meetings. Mr. Jaggars noted that the Board may continue teleconferencing under AB 361 until the State of Emergency is terminated by Governor Newsom in February. He reminded the Board of stated interest in resuming normal procedures under the Brown Act.

Legal Counsel Markman confirmed that procedures under AB 361 will end after February and advised that the Board had two choices: revert to the Brown Act or AB 2449 which allows remote meetings without going through the necessary posting and theoretically having people join the remote location; or procedures under AB 2449. Markman explained the terms of AB 2449 and opined that it may not be any better than the original circumstances of the Brown Act. It is a Board choice as to what appears more convenient, he noted, and a decision would be effective March 1, 2023.

Director Slawson indicated favor for AB 2449 as it offers the freedom to stay home due to childcare and still attend the meetings twice per month.

Director Hoffman said it is more beneficial to attend in person.

In response to Director Covington, Mr. Markman stated that the AB 2449 procedures may be applied in January if desired. Covington favored moving toward AB 2449 effective January 1, 2023. He reminded the Board of discussion

at the October meeting and the conclusion that it is time for all to get back into the office and quit playing the COVID card.

President Williams concurred with in-person meetings, which help in focusing more on the task at hand.

Counsel Markman said he would work with staff to bring a document to the Board for the first meeting in January to move to AB 2449.

*The Board approved the adoption of AB 2449 teleconferencing procedures beginning January 1, 2023 by the following roll-call vote:*

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

**8. Approval of Purchase of Two (2) Ford F-450 (or Equivalent) Crew Trucks in an Amount Not to Exceed \$170,000.00**

Director of Operations James Bean presented the information and requested approval for a sole source vendor if necessary. The Capital Improvement Budget (CIB) sets forth a schedule for replacement of vehicles and heavy equipment with a funding source.

These two vehicles are scheduled for replacement in 2022, Bean continued; however, staff has had ongoing issues with obtaining three quotes from vendors. He explained that when a vehicle becomes available by the time three quotes are obtained, one or two of the trucks has already been sold, which is why staff seeks a sole source opportunity.

Bean noted that an initial budget of \$60,000 per truck was identified in the CIB, but with the current economic climate and historic inflation rates, the cost is greater than approved.

This requisition meets the spirit of the District's sole source policy, Bean continued. He further explained the short window for ordering Ford factory build vehicles at the local and state government rate. Delivery would be in eight months.

Additional quotes, and other manufacturers were investigated along with Sourcewell, Bean noted. Staff will pursue the one most favorable to the District, he assured. He described the vehicle specifications and cost of \$84,366 for each truck. He said he would report back to the Board on the transaction.

In response to Director Hoffman, Mr. Bean said these two vehicles are additions to the fleet until the existing trucks become unserviceable. There is currently a shortage of trucks, he noted. "Crew trucks" refers to those with a utility bed that are the District's workhorses, he noted.

Director Covington recalled discussion of vehicle purchases at a previous meeting and his reference to the Enterprise fleet leasing program utilized by the City of Banning for their service trucks, police cars and other vehicles. He wondered if staff reached out to determine if the program would work for BCVWD. He asked

how many vehicles the District owns. Mr. Jagers said he discussed the fleet management with Banning Public Works Director Art Vela and with Darren Yamamoto from Fleet Enterprise. At this time, staff believes the purchase of vehicles is better from the serviceability and cost perspective, he stated. Mr. Bean counted 17 trucks including the large dump truck.

Director Covington acknowledged that all agencies are having the same procurement issues and said he is not satisfied that the District could not be doing better with a leasing program. He provided some detail on the leasing program and his employer's experience.

Mr. Bean responded to questions from President Williams. Bean stated the District is short of trucks and provided detail on the truck that had recently reached the end of its service life at 162,000 miles. He assured that staff had reached out to Chevy and Dodge. These two trucks, plus the large vacuum / excavation truck are scheduled to be replaced in the next 18 months, he noted.

Mr. Jagers indicated that staff could look further into the leasing program.

President Williams invited public comment. There was none.

*The Board approved a budget appropriation of \$170,000.00 and authorized the General Manager to purchase two Ford F-450 (or equivalent) Crew Trucks as listed in the 2022 Capital Improvement Budget from a sole-source vendor to be identified in an amount not to exceed \$170,000.00, including emergency lights and contingencies by the following roll-call vote:*

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

**9. Approval of Additional Funds Not-to-Exceed \$18,500.00 for the Noble Tank No. 2 and Transmission Pipeline Project (T-3040-0001)**

Director of Engineering Mark Swanson explained that as part of the requirements for the American Rescue Plan Act (ARPA) grant contract is to address the National Environmental Policy Act (NEPA) compliance due to the federal funding component. The project consultant provided a proposal to complete the NEPA work, and staff requests a budget of \$18,500 (\$16,500 quote plus \$2,000 contingency) for the work.

The design of the project is at a point where the \$6,200 remaining in the budget is for design support services for bidding and contractor bid package preparation, Swanson advised.

General Manager Jagers added detail on the requirements for NEPA compliance. He advised that the project must be split to bid part of it as a non-ARPA activity.

President Williams invited public comment. There was none.

*The Board authorized additional funds for the Noble Tank No. 2 and Transmission Pipeline Project (T-3040-0001) in an amount not-to-exceed \$18,500.00 for the preparation of National Environmental Policy Act (NEPA) Compliance Documentation by the following roll-call vote:*

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

**10. Approval of Additional Project Funds Not-to-Exceed \$11,500.00 for the “B” Line Pipeline Replacement Project (P-3620-0001)**

Director of Engineering Mark Swanson explained this is a similar situation to Agenda Item 9 with ARPA funding and the requirement for NEPA compliance. He described the location of the critical B line requiring replacement, reminding the Board that during the Apple Fire, the Fire Department hit the line. It was repaired, but it does experience leaks.

The original contract was \$132,000, Swanson continued. Although there is enough money in the contingency budget, using it would leave nothing for addressing other potential issues, he noted.

Jaggers noted that this project was begun in January of 2022 and this activity is to be added.

President Williams invited public comment. There was none.

*The Board authorized additional funds for the “B” Line Pipeline Replacement Project (P-3620-0001) in an amount not-to-exceed \$11,500.00 for the preparation of National Environmental Policy Act (NEPA) Compliance Documentation by the following roll-call vote:*

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

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

Dr. Kirene Bargas advised of events requested by the ad hoc Communications Committee:

- City of Beaumont Veterans Day Parade and Ceremony on November 11 (no vote required, per President Williams)
- City of Beaumont Holiday Light Parade on December 10

The Board **declined** approval for attendance at the following event for purposes of per diem and reimbursement of associated reasonable and necessary expenses per District policy:

- City of Beaumont Holiday Light Parade on December 10

by the following roll-call vote:

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

Dr. Bargas reviewed the listed events. Directors indicated interest in the following events:

- County of Riverside 2022 State of the County on December 8 – Slawson
- Beaumont Chamber of Commerce Breakfast on December 9 – Williams, Hoffman, Slawson
- Beaumont Chamber of Commerce Breakfast on November 10 – Williams, Hoffman, Slawson
- California Special Districts Association Virtual Workshop: Special Districts Leadership Academy Module 1 Governance Foundations on Dec. 6 and 7 – Williams
- ACWA Fall Conference Nov. 29 to Dec. 1 – Williams, Slawson

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

- County of Riverside 2022 State of the County on December 8

by the following roll-call vote:

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

President Williams invited public comment. There was none.

**12. Continued Review of California Drought Conditions, District Urban Water Management Plan and Water Shortage Contingency Plan, BCVWD Resolution 2022-12 Implementing Water Use Restrictions (as amended), and Other Drought Response**

General Manager Jagers said it will be interesting to see how the next two months affect water supply in California. Drought messaging to ratepayers and constituents will continue, he noted.

### 13. Reports For Discussion

a. Ad Hoc Committees:

Communications Committee: President Williams advised that at the November 8 meeting the budget and the Request for Proposal (RFP) for a new vendor next year were discussed. She pointed to Agenda Item 2j. Director Ramirez had indicated he would like to have oral interviews of the consultants before a decision is made. The need to continue the committee for another year to continue with drought messaging was discussed. The next meeting is scheduled for January to go over the final budget analysis.

Dr. Bargas added that three responses to the RFP were received, and evaluation will begin next week. Mr. Jagers added that the budget includes a line item for a communications consultant at \$100,000.

Sites Reservoir Committee: A meeting will be warranted in early 2023, Jagers advised.

Water Re-Use 2x2: Mr. Jagers advised that staff level meetings have been held with the facilitator to share information. It is moving forward. The City had been waiting to see if their committee member was re-elected.

b. Directors' Reports:

President Hoffman reported that he will be providing a vehicle for the Mayor in the Veterans Day Parade.

c. Directors' General Comments: None.

d. General Manager's Report:

Mr. Jagers reported the following:

- Modifications have begun to the warehouse project
- Rain events were experienced this week but mud and debris flow were not impactful to District operations. Repairs to Noble Creek and Noble Street held up well. Staff continued to monitor and prepare for the winter months

e. Legal Counsel Report: No report.

### 14. Action List for Future Meetings:

- Update / Presentation on the AMR/AMI project
- Presentation on the San Bernardino Valley Resource Conservation District
- Water supply for BCVWD and the region
- Matrix for delivery of recycled water



## 15. Announcements

- District offices will be closed Thursday, Nov. 10, 2022 in observance of Veterans Day
- Personnel Committee Meeting: Tuesday, Nov. 15, 2022 at 5:30 p.m.
- Engineering Workshop: Thursday, Nov. 17, 2022 at 6 p.m. (date change due to holiday)
- Finance and Audit Committee Meeting: Thursday, Dec. 1, 2022 at 3 p.m.
- Beaumont Basin Watermaster Committee: Wednesday, Dec. 7, 2022 at 11 a.m.
- Regular Board Meeting: Wednesday, Dec. 14, 2022 at 6 p.m.

## 16. Closed Session

*The Board recessed to Closed Session at 10:07 p.m.*

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to California Government Code Section 54956.8  
Property: 37.46 acres at southwest corner of Brookside and Highland Springs in Cherry Valley, CA [APNs 408-080-009, 408-080-010, 408-080-011 and 408-080-012]  
Agency Negotiator: Dan Jagers, General Manager  
Under Negotiation: Price and terms of payment
- b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Pursuant to California Government Code Section 54956.9 (2) (d)  
One Case: BCVWD vs. Merlin Properties

**Reconvened in Open Session at 10:43 p.m.**

## 17. Report on Closed Session

President Williams announced that no reportable action was taken.

## 18. Adjournment

*President Williams adjourned the meeting at 10:43 p.m.*

ATTEST:

*DRAFT UNTIL APPROVED*

*DRAFT UNTIL APPROVED*

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Director Lona Williams, President  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District

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Director David Hoffman, Secretary  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

**Item 2h**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Resolution 2022-37: Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same**

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**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 2022-37: 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 2022-27 was adopted on November 9, 2022.

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 2022-37: Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same

**RESOLUTION 2022-37**

**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 \_\_\_\_\_, 2022, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

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Director Lona Williams, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

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Director David Hoffman, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

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MEMORANDUM

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**To:** Beaumont Cherry Valley Water District  
**From:** Townsend Public Affairs  
**Date:** December 7, 2022  
**Subject:** Monthly Report

### ACTIVITY SUMMARY

- TPA provided a summary of the recently released Urban Drought Grant Program and is working with staff on the application materials.
- TPA provided an update regarding the unofficial results of the November 2022 General Election, as well as plans for the House Republican Conference to vote on extending Community Project Funding requests.
- TPA held meetings with district staff to continue building and executing its grant and funding advocacy strategy.
- TPA continues to lay the groundwork for potential state and federal earmark opportunities in FY 2023/24 and work with district's incoming legislative delegation to secure funding.
- TPA provided an update regarding legislative proposals and grant programs that may impact the funding and operations of the district.
- TPA continued to identify new grant opportunities for the district to consider for funding.

### STATE UPDATES

#### LAO Releases State Budget 2023-24 Fiscal Outlook

The Legislative Analyst's Office (LAO) released its fiscal outlook [report](#) for the State's 2023-24 upcoming budget cycle. Last year's report included a positive growth outlook, with a projected \$31 billion operating surplus ahead of the 2022-23 budget process and revenues "growing at an historic rate". This report, however, paints a more conservative projection for future spending practices. The fiscal outlook projects a \$25 billion budget shortfall in the 2023-24 fiscal year due to rising inflation rates and constricted revenue projections, as well as anticipated deficits of \$17 billion and \$8 billion over the next two out years, before revenues and expenditures level out. While this number seems significant, it ultimately represents a 3.6% projected shortfall, as the deficit number covers the current year, in addition to the next fiscal year. In the greater context of historical California budgets, this shortfall is manageable. Additionally, the State will enter into the

next fiscal year with \$23 billion in the Rainy-Day Fund, which is accessible to help offset the impact of the deficit.

While the LAO has issued its Fiscal Outlook, the Department of Finance has its own economic projections that will be used as the basis for the Governor's January Budget. Additionally, the state's revenues will continue to fluctuate throughout the remainder of 2022 and into 2023 as taxes are filed. This means that the budget situation will continue to evolve as additional data is considered, actual revenue is collected, and spending decisions are made. As the State's Legislative Analyst Gabe Petek noted after the release of the report and the \$25 billion anticipated budget deficit, "We don't think of this as a budget crisis, we just think of it as a notable budget problem."

### **Legislature Confirms Upcoming Leadership Changes**

Assembly Democrats considered leadership changes for the 2023 Legislative Session. After hours of deliberation, it was announced that Assembly Democrats will allow Speaker Anthony Rendon to remain at the helm of the party's caucus until June 30, then will transfer power to Assembly Member Robert Rivas. Rivas will be the first Speaker in the modern era to represent a rural district. His district includes parts of San Benito, Santa Clara, and Monterey counties.

Assembly Member Rivas had previously attempted to ascend the speakership in June, following an unexpected convening of Democratic caucus members for what was reportedly a contentious 6 hour-long meeting. While current Speaker Anthony Rendon initially announced his plans to retain his leadership status until his term ends in 2024, the announcement will assist in a smooth transition of power later into the session.

Party caucuses in the Legislature typically choose their leadership between elections and the start of a new legislative session. The official votes will take place during lawmakers' swearing-in and organizing session on December 5. The transition date of June 30, 2022 will likely mean that incumbent policy committee chairs will remain the same until after 2023, wherein Speaker-Elect Rivas may make changes without impacting the regular order of business. By that date, the 2023 State Budget will have already been passed by the Legislature and will likely be signed by the Governor.

## **FEDERAL UPDATES**

### **Water Resources Development Act Moves Forward**

The biennial Water Resources Development Act (WRDA) is entering the final stage of approval as the legislative year concludes. A compromise agreement bridging differences between versions from the House and Senate was released on the evening of December 6, 2022 and is expected to become law as a part of the Fiscal Year 2023 National Defense Authorization Act.

The WRDA authorizes improvements to inland waterways and authorizes funding for flood control and coastal resilience projects. It also includes authorizations for specific drinking water, clean water, and water recycling projects. Because the bill touches communities in all 50 states, it has broad bipartisan support among lawmakers.

The WRDA also seeks to provide more assistance and resources to tribal communities and to underserved communities to complete critical water projects. The measure would also create an advisory committee to provide advice and recommendations to the Army Corps of Engineers on water resource projects in those areas.

### **House Republicans Vote to Approve Community Projects**

The House Republican Conference debated proposed changes to a package of rules that govern their internal party organization, as well as rules for the House moving forward in the 118<sup>th</sup> Congress. Of note, House Republicans voted 52-158 to defeat an amendment to their internal rules that would have banned Republican members from requesting earmarks in bills. This means that Republicans will continue to be able to request earmarks over the next two years, continuing the existing process for Community Projects through 2023-24.

Among the other amendments that were agreed to was a motion to increase the amount of members on the Republican Steering Committee, a panel that guides policy and determines who serves on what committees. In a victory for the presumptive incoming Speaker, Kevin McCarthy, an amendment was approved to require a majority of the Republican Conference to support a motion to vacate the chair, the procedural move that would theoretically remove Representative McCarthy from the speakership. This amendment will make it much more difficult for Republican members to oust the Speaker.

## Beaumont Cherry Valley Water District Grant Opportunities

Administrator & Grant Name	Application Info	Matching Funds	Eligible Projects / Updates	Application Deadline/Potential Eligible Project
Bureau of Reclamation  <b>WaterSMART Water and Energy Efficiency Grants</b>	\$160 million available annually  Max. request amount varies per project	50% cost share requirement	This program provides funding for water conservation projects result in quantifiable and sustained water savings or improved water management and projects that increase the use of renewable energy sources in managing and delivering water and/or projects that upgrade existing water management facilities resulting in quantifiable and sustained energy generation and/or savings.	Application submitted on July 28, 2022  <i>SCADA Project/Turf Replacement</i>
Federal Emergency Management Agency (FEMA)  <b>Flood Mitigation Assistance Grant</b>	Total Program Funding available: \$800,000,000	25% Match Required	The Flood Mitigation Assistance Program is a competitive grant program that provides funding to states, local communities, federally recognized tribes and territories. Funds can be used for projects that reduce or eliminate the risk of repetitive flood damage to buildings insured by the National Flood Insurance Program (NFIP).	January 27, 2023
Department of Water Resources  <b>Urban Community Drought Relief Program</b>	~\$100,000 - \$10 million (anticipated)	TBD	Funding for long term drought resiliency and relief and multi-benefit projects for urban communities.	Ongoing  <i>Well Maintenance/Replacement</i>
Bureau of Reclamation  <b>WaterSMART Environmental Water Resources Projects</b>	\$160 million in funding annually  TBD	TBD	WaterSMART Environmental Water Resources Projects is a new category of funding to support projects focused on environmental benefits and that have been developed as part of a collaborative process to help carry out an established strategy to increase the reliability of water resources.	NOFO Expected Fall 2022  <i>Recycled Water Booster Station</i>





Administrator & Grant Name	Application Info	Matching Funds	Eligible Projects / Updates	Application Deadline/Potential Eligible Project
<p>Cal Fire</p> <p><b>Forest Health Program</b></p>	<p>Award amounts from the FY21-22 cycle ranged from \$750,000 to \$2 million.</p>	<p>None</p>	<p>CAL FIRE’s Forest Health Program funds active restoration and reforestation activities aimed at providing for more resilient and sustained forests to ensure future existence of forests in California while also mitigating climate change, protecting communities from fire risk, strengthening rural economies and improving California’s water &amp; air.</p> <p>Eligible activities include but are not limited to: forest fuels reduction, <u>watershed restoration for the purpose of fire safety</u>, prescribed fire, pest management, reforestation.</p>	<p>FY23 NOFO expected early 2023, reoccurs annually</p>
<p>Department of Water Resources</p> <p><b>Riverine Stewardship Program/Urban Streams Program (USP)</b></p>	<p>\$6.5 million in available funding, \$2 million DAC set-aside</p>	<p>Varies – for USP, 20% unless located in a DAC</p>	<p>Provides funding for planning and implementation of projects that restore streams, creeks, and rivers to enhance the environment for fish, wildlife, and people. This includes:</p> <ul style="list-style-type: none"> <li>• Fish-related improvements</li> <li>• Flood risk reduction</li> <li>• Riparian, floodplain, and stream channel restoration</li> <li>• Climate adaptation</li> </ul> <p>The Urban Streams Program provides funding for projects which accomplish the following goals:</p> <p>(1) Protecting, enhancing, and restoring the natural ecological value of streams;</p> <p>(2) Preventing future property damage caused by flooding and bank erosion;</p> <p>(3) Promoting community involvement, education, and riverine stewardship.</p> <p>Certain subgrant categories (under the RSP and San Joaquin Fish Population Enhancement Program) are geographically limited to water tributaries and sources fed by the Delta or that receive water from the State Water Project or Central Valley Project, either directly or by exchange, by means of diversion from the Delta – may not apply in our case. The USP is applicable statewide.</p>	<p>Ongoing</p> <p><i>Flood Mitigation</i></p>



Administrator & Grant Name	Application Info	Matching Funds	Eligible Projects / Updates	Application Deadline/Potential Eligible Project
California Water Board  <b>Drinking Water State Revolving Fund (DWRSF)</b>	No maximum, minimum request amounts	Loan*	Planning/design and construction of drinking water infrastructure projects including: <ul style="list-style-type: none"> <li>• treatment systems</li> <li>• distribution systems</li> <li>• interconnections</li> <li>• consolidations</li> <li>• pipeline extensions</li> <li>• water sources</li> <li>• water meters</li> <li>• water storages</li> </ul> <p>*This is a low-interest financing program, grants are conditionally made available depending on funding availability and applicant need. The DWRSF and the CWRSF are also where the water board is allocating much of the BIL water infrastructure funding, so grants may become more accessible.</p>	Rolling  <i>Pipeline Replacement/ Extension Project</i>
California Water Board  <b>Clean Water State Revolving Fund (CWRSF)</b>	No maximum, minimum request amounts	Loan*	Using a combination of federal and state funds, state CWSRF programs provide loans to eligible recipients to: <ul style="list-style-type: none"> <li>• construct municipal wastewater facilities,</li> <li>• control nonpoint sources of pollution,</li> <li>• build decentralized wastewater treatment systems,</li> <li>• create green infrastructure projects,</li> <li>• protect estuaries, and</li> <li>• fund other water quality projects.</li> </ul> <p>*This is a low-interest financing program, grants are conditionally made available depending on funding availability and applicant need. The DWRSF and the CWRSF are also where the water board is allocating much of the BIL water infrastructure funding, so grants may become more accessible. These grants are often – though not always – allocated for DAC's.</p>	Rolling  <i>Raw Water Filtration System</i>



Administrator & Grant Name	Application Info	Matching Funds	Eligible Projects / Updates	Application Deadline/Potential Eligible Project
<p>State Water Resources Control Board</p> <p><b>2022 Clean Water Act Section 319 Nonpoint Source Pollution Grant</b></p>	<p>TBD, estimated \$500,000 - \$800,000</p>	<p>25% (tentative)</p>	<p>This grant program would be contingent on the State Water Board receiving additional funding from the EPA in Summer 2022 to continue this program into the current fiscal year – this is likely, but not certain.</p> <p>The program primarily funds implementation projects, but occasionally offers grants for planning projects. Examples of projects include livestock fencing to reduce sediment and nutrient discharges, agricultural best management practices to reduce pesticide and nutrient discharges, dredging contaminated sediment from pesticide-impaired waters, habitat restoration such as installation of large woody debris and riparian revegetation, and rural road inventories and repairs to reduce sedimentation and erosion. Most awards go to projects that improve impaired waters, but a small amount of funding goes to projects that protect high-quality waters, or that address a nonpoint source pollution problem created by wildfire.</p>	<p>TBD – if program is renewed, likely Winter 2022/23</p>
<p>Department of Water Resources</p> <p><b>Small Community Drought Relief Program</b></p>	<p>No minimum request amount, maximum ~5 million</p>	<p>none</p>	<p>Funding for long-term drought resiliency and emergency projects relief for small, rural communities. Applications are accepted on a rolling, first-come, first-served basis – anticipated additional funding in FY23.</p>	<p>December 29, 2023</p> <p><i>Well Maintenance/ Replacement</i></p>





# Communications & Outreach

## 2022 Year-end Report

CV Strategies  
December 2022

# Communication Initiatives

- Customer Engagement
  - Social Media
  - Digital
  - Collateral
- Media Relations & Coverage
- Spanish-speaking Audience
- Redistricting
- Conservation & Drought
- General Communications Support



# Customer Engagement – Social Media



## Facebook Growth



Page Followers - 219



Reach



Impressions



Engagement



## Twitter

BCVWD's Twitter account also remains active, with the growth strategy focused on Facebook (the District's main demographic's preferred social media platform).



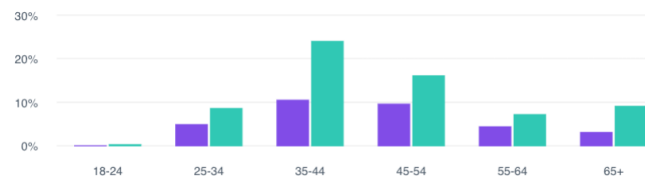
# Targeted Social Media Strategies

## Audience

219 Facebook followers

### Age and Gender

Men 33.50%  
Women 66.50%



Targeted and thoughtful Facebook strategies, such as boosted posts and partner tags, resulted in a substantial shift in customer reach and interaction. Engagement went from minimal to as high as the following (*over a 28-day period*).


- **16,149 overall reach**
- **1,951 overall engagement**
- **19,926 single post impressions**
- **934 link clicks**

There was also a significant increase in organic engagement.

**Post details**

**Beaumont-Cherry Valley Water District**  
January 18 · 🌐

Did you know? Residential customers are billed on a bimonthly basis, meaning your bill covers two months of service. Learn more about your water bill, including the different charges and how the money is used, at [bcvwd.org/how-to-read-your-water-bill](https://bcvwd.org/how-to-read-your-water-bill). #BCVWD #HowToReadYourBill



BCVWD.ORG  
**How To Read Your Water Bill - Beaumont-Cherry Valley Water District** [Learn more](#)

**7,542** People reached    **586** Engagements [Boost again](#)

Boosted on Jan 19, 2022    Completed  
By Nisha Ajmani

People Reached	<b>7.2K</b>	Link clicks	<b>115</b>
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[View results](#)

---

**Performance for your post**

**7,542** People Reached

**16** Reactions, Comments & Shares

<b>6</b> Like	<b>6</b> On Post	<b>0</b> On Shares
<b>2</b> Angry	<b>2</b> On Post	<b>0</b> On Shares
<b>7</b> Comments	<b>6</b> On Post	<b>1</b> On Shares
<b>1</b> Shares	<b>1</b> On Post	<b>0</b> On Shares


**570** Post Clicks

<b>0</b> Photo views	<b>117</b> Link clicks	<b>453</b> Other clicks
----------------------	------------------------	-------------------------

**NEGATIVE FEEDBACK**







<b>0</b> Hide post	<b>0</b> Hide all posts
<b>0</b> Report as spam	<b>0</b> Unlike Page






Reported stats may be delayed from what appears on posts

 **Did you know you can sign up to get important information from BCVWD, including updates on current...**  
Published by Spring Waters · August 31 at 11:34 AM · 🌐


<b>Post Impressions</b>	<b>Post reach</b>	<b>Post Engagement</b>
<b>17,197</b>	<b>9,815</b>	<b>256</b>

**Interactions**

					
16	0	0	0	0	0







 <b>Reactions</b>	<b>16</b>
 <b>Comments</b>	<b>0</b>
 <b>Link Clicks</b>	<b>97</b>
 <b>Shares</b>	<b>1</b>
 <b>Other Clicks</b>	<b>142</b>




 **Struggling to pay your bill? BCVWD understands COVID-19 financially impacted many people. We off...**  
Published by Nisha Ajmani · March 10 at 6:27 PM · 🌐

Post Impressions	Post Reach	Post Engagement
<b>10,836</b>	<b>5,886</b>	<b>155</b>

**Interactions**


 4
  0
  0
  0
  0
  0

😊 Reactions 4  
 💬 Comments 3  
 🖱️ Link Clicks 49  
 ➦ Shares 0  
 🖱️ Other Clicks 99







 **BCVWD implemented outdoor watering schedules due to statewide efficiency requirements. Water for ...**  
Published by Robert Rasha · July 14 at 4:12 PM · 🌐

Post Impressions	Post Reach	Post Engagement
<b>19,926</b>	<b>11,520</b>	<b>1,378</b>


**Distribution**

 **+39.6x** more impressions than your other posts within 21+ days of publishing. [Learn more](#)

**Interactions**







 21
  2
  4
  3
  0
  0

😊 Reactions 30  
 💬 Comments 45  
 🖱️ Link Clicks 191  
 ➦ Shares 21  
 🖱️ Other Clicks 1,091

 **Enjoy food, shopping and fun for the whole family at Market in the Park this Friday from 5-9 p.m. at Noble...**  
Published by Spring Waters · August 11 · 🌐

Post Impressions	Post reach	Post Engagement
<b>108</b>	<b>97</b>	<b>5</b>

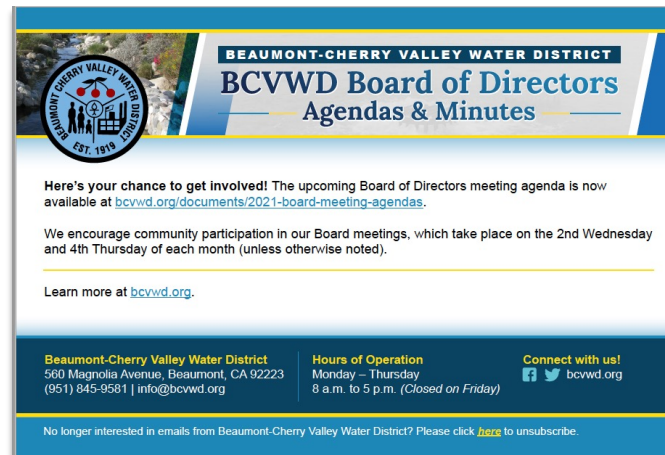
**Interactions**

 3
  0
  0
  0
  0
  0

😊 Reactions 3  
 💬 Comments 0  
 ➦ Shares 0  
 🖱️ Other Clicks --

# Customer Engagement – Digital

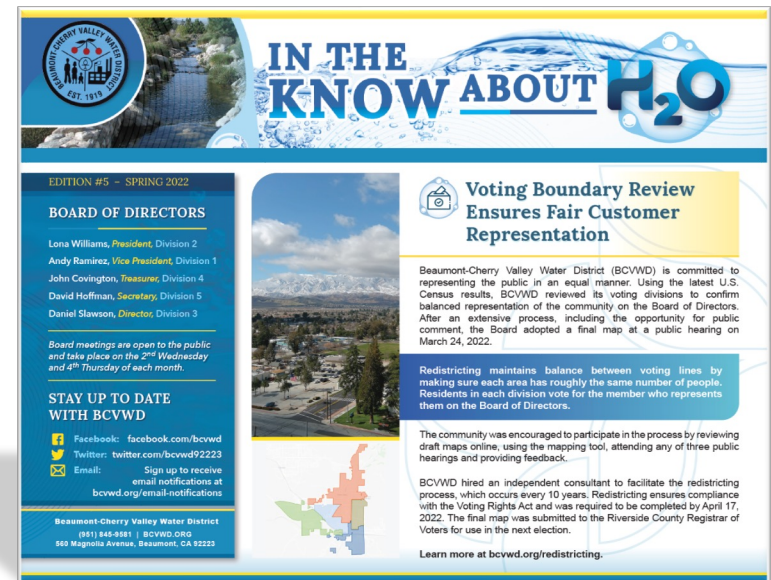
- Website Support
  - Homepage news
  - Redistricting page
  - Fishing derby
  - Conservation messages
  - Drought communication
  - Elections information
  - And more!
- E-blast Development
  - News & events
  - Board and meeting information
  - Employment opportunities
  - Doing business – Bids & RFPs



# Customer Engagement – Collateral

Building on the BCVWD brand developed and fostered over the past few years, the District produced multiple collateral pieces aimed at keeping customers informed, including:

- ✓ Water Quality Report
- ✓ Newsletters
- ✓ Drought brochure
- ✓ About Us lobby card
- ✓ Bill inserts, postcards, letterhead and more







**2021 ANNUAL Water Quality Report**  
 & CONSUMER CONFIDENCE REPORT  
 PUBLISHED JULY 2022

Este informe contiene información muy importante. Si necesita una traducción, comuníquese con nosotros por teléfono.

### UNDERSTANDING YOUR BILL

The following information explains tier and drought rates for single-family residential customers of Beaumont-Cherry Valley Water District.

**1 UNIT OF WATER = ONE HUNDRED CUBIC FEET, OR 748 GALLONS**

The **TIER RATE** varies based on the amount of water used. Conserving water is a great way to save money on your bill!

Tier 1: 0-16 units	\$0.76 per unit
Tier 2: 17-34 units	\$0.94 per unit
Tier 3: 35+ units	\$1.57 per unit

Drought surcharges are implemented during severe water shortages, usually triggered by a state declaration. They are applied to each tier rate, based on the drought stage. Customers will be notified in advance if drought rates are activated.

	Stage 1	Stage 2	Stage 3	Stage 4
Reduction in use	10%	20%	30%	40%
Surcharge per unit	\$0.17	\$0.36	\$0.60	\$0.92

To find out how these rates impact you, use our bill estimator at [bcvwd.org/water-rates](http://bcvwd.org/water-rates).

Beaumont-Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, CA 92223  
**HOURS OF OPERATION:** Monday-Thursday 8 a.m. – 5 p.m. (Closed on Friday)

## ABOUT US


Beaumont-Cherry Valley Water District (BCVWD) provides safe, reliable drinking water to our customers at the lowest possible cost. We are committed to providing excellent customer service, ensuring a long-term water supply through sustainable practices, maintaining and improving our delivery system, and making strategic investments that benefit our ratepayers and regional water resources.

### BCVWD At-a-Glance:

- 1919 WATER DISTRICT ESTABLISHED
- 59,000 POPULATION SERVED
- 19,690 SERVICE CONNECTIONS
- 28-SQUARE-MILE SERVICE AREA
- 4 billion GALLONS DELIVERED PER YEAR
- 13 WATER STORAGE TANKS
- 35-million-GALLON STORAGE CAPACITY
- 24 WELLS
- 15 RESERVOIRS
- 11 PRESSURE ZONES

### Water Sources:

Your drinking water comes from local groundwater and imported water that travels hundreds of miles from northern California via the State Water Project.



### STAY UP TO DATE WITH BCVWD!

- Facebook: [facebook.com/bcvwd](https://facebook.com/bcvwd)
- Twitter: [twitter.com/bcvwd92223](https://twitter.com/bcvwd92223)
- Email: Sign up to receive email notifications at [bcvwd.org/email-notifications](http://bcvwd.org/email-notifications)

## INFORMACIÓN PARA NUESTROS CLIENTES

Beaumont-Cherry Valley Water District (BCVWD) proporciona agua potable segura y confiable a nuestros clientes al menor costo posible. Estamos comprometidos a brindar un excelente servicio al cliente, asegurando un suministro de agua a largo plazo a través de prácticas sostenibles, mantener y mejorar nuestro sistema de distribución y realizar inversiones estratégicas que beneficien a nuestros contribuyentes y los recursos hídricos regionales.

### BCVWD de un vistazo:

- 1919 SE ESTABLECE EL DISTRITO DE AGUA
- 59,000 PERSONAS ATENDIDAS
- 19,690 CONEXIONES DE SERVICIO
- 28-MILLAS CUADRADAS DE ÁREA DE SERVICIO
- 4 mil millones DE GALONES ENTREGADOS POR AÑO
- 13 TANQUES DE ALMACENAMIENTO DE AGUA
- 35-millones DE GALONES EN CAPACIDAD DE ALMACENAMIENTO
- 24 POZOS
- 15 DEPÓSITOS
- 11 ZONAS DE PRESIÓN

### Fuentes de agua:

El agua potable proviene del agua subterránea local y del agua importada que viaja cientos de millas desde el norte de California a través del Proyecto de Agua del Estado.



### ¡MANTÉNGASE ACTUALIZADO SOBRE BCVWD!

- Facebook: [facebook.com/bcvwd](https://facebook.com/bcvwd)
- Twitter: [twitter.com/bcvwd92223](https://twitter.com/bcvwd92223)
- Email: Regístrese para recibir notificaciones por correo electrónico en [bcvwd.org/email-notifications](http://bcvwd.org/email-notifications)

# Media Relations & Coverage

- Successfully built and maintained relationships with local media such as the Record Gazette, NBC Palm Springs and the Beaumont/Banning Patch.
- Effectively gained coverage in Spanish language media outlets, such as El Informador del Valle.
- Garnered national, regional and industry coverage, such as ACWA, Water World, Stormwater Magazine and California Water News Daily.



# Media Coverage

- **Drought Press Release**

Placement in: NBC Palm Springs (7/19/22),  
Record Gazette (7/21/22), ACWA (7/20/22)

- **Water Quality Report Press Release**

Placement in: El Informador (7/14/22),  
Record Gazette (7/14/22)

- **ACWA JPIA Award Press Release**

PR Newswire:  
320 total pick-ups  
25 click-throughs  
1,990 release views

- **Payment Plans Press Release**

Multiple media responses/inquiries

- **Groundwater Op-ed**

Placement in: Record Gazette, March

- **Redistricting**

Placement in: El Informador (2/10/22)

- **Winter Storm Op-ed**

Placement in: Print version Record Gazette (2/18/22)

- **Stormwater Project Press Release**

Substantial coverage, including Record Gazette,  
Patch.com, ACWA, Stormwater Magazine, Water World,  
California Water News Daily, El Informador and more.

PR Newswire:

320 total pick-ups, 27 click-throughs, 4,000 release views

#### More Coverage Garnered

- *Local Water Symposium*, Record Gazette (9/23/22)
- *Board of Supervisors Presentation*, Beaumont/Banning and Palm Desert Patch (9/20/22), Water News Network (9/21/22)
- *Weather Warnings*, Record Gazette (9/9/22)



# Spanish-speaking Audience

Over the past year, BCVWD made significant advancement in its reach and connections with the Spanish-speaking community, utilizing the following communication tools:

- ✓ Translation option on website already in place
- ✓ Collateral, including bill inserts, About Us lobby card, postcards
- ✓ Press releases distributed in Spanish
- ✓ Media relationships and coverage, such as El Informador del Valle



# Redistricting

- Comprehensive Outreach Plan
- Talking Points
- Handout & FAQs (English & Spanish)
- Press Releases
- Dedicated Website Page
- Homepage News
- Social Media
- Postcard Content
- Newsletter Content
- E-blast Content
- Public Hearing Support

**BEAUMONT-CHERRY VALLEY WATER DISTRICT**  
**Your Water Agency is Redistricting**  
Important information about setting new division boundaries

Beaumont-Cherry Valley Water District (BCVWD) is considering new division boundaries, following the latest U.S. Census results. We are dedicated to continuing to serve our community with equal representation in mind.

### FREQUENTLY ASKED QUESTIONS

**Q What is redistricting?**  
Over time, populations within a community shift as people move and areas grow. Redistricting is a process that public agencies undergo every 10 years to maintain equal populations within voting boundaries. BCVWD will evaluate and update its division boundary maps, based on a comprehensive process by an independent expert.

**Q Why are divisions important?**  
Divisions ensure fair representation and balance. Each division is comprised of roughly the same number of people. The citizens in each division vote for the member that represents them on the BCVWD Board of Directors. Updating the boundaries ensures each Board member continues to represent approximately equal populations.

**Q Why does BCVWD have to redistrict?**  
BCVWD, like other public agencies, is required to redistrict after each U.S. Census.

**Q How many divisions are within the BCVWD service area?**  
BCVWD has five divisions within its service area. One Board member represents the customers in each division.

**Q How will this impact me?**  
If BCVWD adjusts its division maps after the redistricting process, residents could be shifted to a different BCVWD voting boundary in the next election. Redistricting does not impact your water service.

**Q What is the timeline for the redistricting process?**  
The independent consultant, Redistricting Insights, will present draft maps to the BCVWD Board of Directors at a Public Hearing on February 9, 2022. Three public hearings will be held, where the Board will review and discuss the maps, hear public comments and, finally, adopt a map. By law, boundary adjustments must be adopted by April 17, 2022. The new maps will be used during future Board member elections, until the next Census.

**How can I participate?**  
Customers can play a role in developing the revised boundaries by:  
• Using the mapping tool on the BCVWD website at [bcvwd.org/redistricting](http://bcvwd.org/redistricting)  
• Providing public comment on the draft maps by emailing [redistrictinginfo@bcvwd.org](mailto:redistrictinginfo@bcvwd.org)  
• Participating in BCVWD Board meetings to give feedback  
• Attending any or all of the following Public Hearings:  
February 9, 2022 – Board member draft maps  
March 9, 2022 – Map development discussion  
March 24, 2022 – Consideration and adoption of final map

**Where can I get more information?**  
Details are available on the BCVWD website at [bcvwd.org/redistricting](http://bcvwd.org/redistricting).

**Beaumont-Cherry Valley Water District**  
560 Magnolia Avenue  
Beaumont, CA 92223

**Hours of Operation**  
Monday – Thursday  
8 a.m. to 5 p.m. (Closed on Friday)

**Phone** (951) 845-9581  
**Email** [info@bcvwd.org](mailto:info@bcvwd.org)  
**Online** [bcvwd.org](http://bcvwd.org)

**Facebook:** [facebook.com/bcvwd](https://www.facebook.com/bcvwd) **Twitter:** [twitter.com/bcvwd92223](https://twitter.com/bcvwd92223)



# Conservation & Drought

- Regional Partnerships
- Website Messaging
- Water Restrictions Web Page
- Social Media
- Letter to Partners (including HOAs)
- Bill Insert: Watering Schedule
- Tri-fold Brochure
- Media Engagement & Coverage



**BCVWD BOARD OF DIRECTORS**

The Board meets at 6 p.m. the 2nd Wednesday and 4th Thursday of every month, unless otherwise noted, at 560 Magnolia Avenue in Beaumont.

Meetings are open to the public and you are encouraged to attend. Find agendas and participation requests 72 hours before each meeting online at [bcvwd.org](http://bcvwd.org).

Division 1 - **Andy Ramirez**, Vice President  
 Division 2 - **Leos Williams**, President  
 Division 3 - **Daniel Slavson**, Director  
 Division 4 - **John Covington**, Treasurer  
 Division 5 - **David Hoffman**, Secretary

**DIVISION BOUNDARY MAP**

Division 1 Division 4  
 Division 2 Division 5  
 Division 3

Beaumont-Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, CA 92223

**HOURS OF OPERATION:**  
 Monday-Thursday 8 a.m. – 5 p.m.  
 (Closed on Friday)  
 (951) 845-9881 | [info@bcvwd.org](mailto:info@bcvwd.org)

**2022 CALIFORNIA DROUGHT RESPONSE**

Important information about water restrictions

**2022 DROUGHT RESTRICTIONS**

Protecting water resources is up to all of us and we need your help!

In response to state conservation orders, BCVWD activated Stage 3 of its Water Shortage Contingency Plan to sustain the Beaumont Basin, which provides water to District customers. In addition to requiring a 25% reduction in use, BCVWD is implementing penalties for non-compliance.

**STATE OF CALIFORNIA DROUGHT MANDATES**

The entire state is facing extreme drought, and many areas do not have the water needed to meet demand. In response, the State Water Resources Control Board, under Governor Gavin Newsom's Executive Order, adopted water conservation measures starting June 10, 2022.

The orders require water providers like Beaumont-Cherry Valley Water District (BCVWD) to implement water restrictions that address a shortage of 10% to 20% and are appropriate for local water conditions.

Under the state order, irrigation of decorative turf not used for recreation or other community purposes year, unless changed by the State Water Resources Control Board.

BCVWD is dedicated to ensuring dependable delivery of water to our customers, and our supply remains stable. However, it is imperative that we use water as efficiently as possible to mitigate drought impacts and support a sustainable water future.

Learn more at [bcvwd.org](http://bcvwd.org).

**EXISTING STATEWIDE CONSERVATION MEASURES**

The new restrictions build upon statewide efficiency initiatives already in place that prohibit:

- Outdoor watering during and within 48 hours of measurable rainfall.
- Rinse from outdoor watering onto hard surfaces and non-irrigated areas.
- The use of drinking water for:
  - Washing cars with a hose that does not have a shut-off nozzle.
  - Hosing down sidewalks, driveways, patios or other hard surfaces.
  - Decorative fountains or filling/topping off ponds or lakes.
- Street cleaning or construction site preparation, unless necessary to protect public health and safety.

**ADDITIONAL RESTRICTIONS**

- Filling of new swimming pools is prohibited. Topping off existing pools is permitted; homeowners associations and community pools must take steps to minimize the draining and refilling of pools.
- Restaurants may only serve water upon request.
- Lodging facilities must provide guests with the option to decline linen services and display the option clearly in each room.

**PENALTIES**

Customers who first receive a written notice, followed by increasing financial penalties equal to 10%, 20%, 30% and 50% of the customer's water bill. Violators after the fifth notice are subject to suspension or termination of water service.

Actions prohibited by the State Water Resources Control Board are subject to a fine of up to \$200 for each day the violation occurs.

**WATCH OUT! IT'S A DROUGHT**

**IMPORTANT INFORMATION ABOUT SUMMER WATERING**

Warmer weather is here and drought continues to worsen across California. In response to state mandates, **BCVWD customers must follow these outdoor watering schedules:**

- 8 minutes per day, between 8 p.m. and 8 a.m. (per watering station)
- May - October Watering Schedule**
  - Monday, Wednesday and Friday for addresses ending in odd numbers or meters without a physical address
  - Tuesday, Thursday and Sunday for addresses ending in even numbers
- Schedules apply to residential lawns, parks, sports fields, schools, and turf used for recreational or community events.
- Watering of non-functional turf at commercial, industrial and institutional locations, including HOAs, is prohibited.

Customers who violate water restrictions will receive a written notice followed by increasing financial penalties equal to 10%, 20%, 30% and 50% of their water bill. Violations after the fifth notice are subject to suspension or termination of service.

Beaumont-Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, CA 92223  
**HOURS OF OPERATION:** Monday-Thursday 8 a.m. – 5 p.m. (Closed on Friday)

For more information on conservation requirements, including pools and hospitality, go to [bcvwd.org](http://bcvwd.org).

**WATCH OUT! IT'S A DROUGHT**

**INFORMACIÓN IMPORTANTE ACERCA DEL RIEGO DE VERANO**

El clima más cálido está aquí y la sequía continúa empeorando en todo California. En respuesta a los mandatos estatales, **los clientes de BCVWD deben seguir estos horarios de riego al aire libre:**

- 8 minutos por día, entre las 8 p. m. y 8 a. m. (por estación de riego)
- Horario de riego de mayo a octubre**
  - Lunes, miércoles y viernes para direcciones terminadas en números impares o metros sin dirección física
  - Martes, jueves y domingo para direcciones que terminan en números pares
- Los horarios se aplican a céspedes residenciales, parques, campos deportivos, escuelas y césped utilizado para eventos recreativos o comunitarios.
- Está prohibido regar el césped no funcional en lugares comerciales, industriales e institucionales, incluidas las HOA.

Los clientes que infrinjan las restricciones de agua recibirán un aviso por escrito seguido de multas económicas crecientes equivalentes al 10%, 20%, 30% y 50% de su factura de agua. Las infracciones después del quinto aviso están sujetas a suspensión o terminación del servicio.

Valley Water District, 560 Magnolia Avenue, Beaumont, CA 92223  
**ATENCIÓN:** Lunes a jueves de 8 a. m. a 5 p. m. (cerrado los viernes)

Para obtener más información sobre los requisitos de conservación, incluidas las piscinas y la hospitalidad, visite [bcvwd.org](http://bcvwd.org).

# General Communications Support

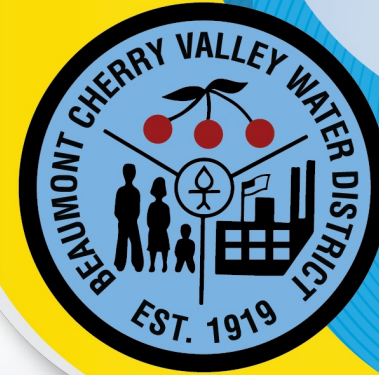
- Ongoing strategic counsel and support (as needed)
- Regular communication check-in meetings
- Monthly reports
- Ad-Hoc Communications Committee meeting preparation and participation
- Board support (as needed)





# Thank You

CV STRATEGIES  
PRECISION IN PERCEPTION™





**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 3

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Reorganization of the Board of Directors for Calendar Year 2023**

---

**Staff Recommendation**

Vote to take action on each of the following items a and b:

- a. Affirmation of Board Officer rotation
  - i. President
  - ii. Vice President
  - iii. Secretary
  - iv. Treasurer
- b. Board Appointment of the Recording Secretary

And announce the following appointments:

- c. President-Elect Appointments to Standing Committees
  - i. Appointment to the Finance & Audit Committee
  - ii. Appointment to the Personnel Committee
- d. President-Elect Appointment of Representatives to Outside Agencies
  - i. Appointment of Representative and Alternate to the San Gorgonio Pass Regional Water Alliance
  - ii. Appointment of Representative and Alternate to the Collaborative Agencies Committee
  - iii. Appointment of Representative and Alternate to the Pass Economic Development Alliance
  - iv. Appointment of Representatives (2) and Alternate to the City of Beaumont Ad Hoc 3x2 Water Reuse Committee

**Background**

The District's Policies and Procedures Policy 4025.4 Annual Organizational Meeting states:

*"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."*

Officers selected at this meeting assume their offices on January 1, 2023 per the lineup for the annual rotation of officers pursuant to Policy 4025 as adopted on December 8, 2021.



The General Manager recommends appointment of Director of Finance and Administration Kirene Bargas, PhD, as the District’s Recording Secretary.

Further, Section 3C, Appointment states:

*“The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year no later than the Board’s regular meeting in December.”*

**Fiscal Impact**

Per Water Code Section 20201, director per diem fees are payable for attendance at meetings of the Board or for each day’s service rendered as a member of the Board. The total fiscal impact for 2023 is estimated to be \$95,500 for director per diem fees. This is budgeted annually as part of director expenses. The per diem fee as set by Ordinance 2021-01 is \$260 per day of service to the District. The number of meetings in Table A below has been estimated based on the annual meeting schedule and anticipated number of ad hoc committee meetings.

- Finance and Audit Committee: meets once per month
- Personnel Committee: meets once per month
- Ad Hoc Committees: meet monthly or as needed, for a limited term. Table A below assumes the Ad Hoc committees will be re-established by the incoming Board President and will continue meeting irregularly through 2023, estimating 30 meetings. Ad Hoc committees will be established and appointed at the pleasure of the President in January 2023.

TABLE A – Director Per Diem Fees

	Monthly Meetings	Mo. Per Diem	# of mtgs	Annual total, all directors, all meetings
	Individual per diem (Ord. 2022-01)	\$ 285		
5 directors	Regular meetings	\$ 1,425	24	\$ 34,200
2 directors	Standing committees (2)	\$ 1,140	12	\$ 13,680
2 directors	Ad Hoc committees (4)	\$ 2,280	12	\$ 27,360
1 director	San Gorgonio Pass Regional Water Alliance	\$ 285	6	\$ 1,710
1 director	Collaborative Agencies Committee	\$ 285	6	\$ 1,710
1 director	Riverside County Taskforce	\$285	6	\$ 1,710
5 directors	Other Meetings/ Trainings/ Conferences	\$285	53	\$15,105
	<b>TOTAL</b>		<b>335</b>	<b>\$ 95,475 <sup>(1)</sup></b>

(1) 2023 budget rounded to nearest \$500; 2023 fully burdened expense totals \$182,000

**Attachments**

1. Organization Worksheet
2. Policy 4025 as adopted



# ATTACHMENT 1

## ORGANIZATION WORKSHEET

Position	2022	2023 (Rotation policy)
President	Williams	Ramirez
Vice President	Ramirez	Hoffman
Secretary	Hoffman	Covington
Treasurer	Covington	Slawson
Recording Secretary	Bargas	
Internal Standing Committees	2022	2023
Personnel Committee member	Covington	
Personnel Committee member	Ramirez	
Personnel Committee (alternate)	Hoffman	
Finance & Audit Committee member	Hoffman	
Finance & Audit Committee member	Williams	
Finance & Audit Committee (alternate)	Covington	

External Representative Appointments	2022	2023
San Gorgonio Pass Regional Water Alliance	Slawson	
San Gorgonio Pass Water Alliance (alternate)	Williams	
Collaborative Agencies Committee	Ramirez	
Collaborative Agencies Committee (alternate)	Williams	
Pass Economic Development Alliance		
Pass Economic Development Alliance		
Pass Econ Development Alliance (alternate)		
Ad Hoc 3x2 Water Re-use member	Hoffman	
Ad Hoc 3x2 Water Re-use member	Covington	
Ad Hoc 3x2 Water Re-use (alternate)	Ramirez	

Staff Report by Lynda J. Kerney, Administrative Assistant

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

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 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 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 president, vice president, secretary, and treasurer.

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.



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.



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 4

## STAFF REPORT

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT:** **PUBLIC HEARING** (*Continued from November 9, 2022*)

**Resolution 2022-\_\_:** **Approving the Miscellaneous Fee Update study and Adopting the Schedule of Miscellaneous Fees, and**

**Resolution 2022-\_\_** **Establishing a Cost Recovery Policy 5031 and Setting Miscellaneous Fees**

**Resolution 2022-\_\_:** **Amending the District's Regulations Governing Water Service: Part 5: Charges**

---

### **Staff Recommendation**

1. Continue the public hearing, and
2. Review and consider the draft Miscellaneous Fee Update Final Draft Report as prepared by Raftelis Financial Consultants, and the proposed revisions to the District's Regulations Governing Water Service: Part 5: Charges
3. Adopt Resolution 2022-\_\_: Approving the Miscellaneous Fee Update Report
4. Adopt Resolution 2022-\_\_: Establishing a Cost Recovery Policy 5031 and Setting Miscellaneous Fees
5. Adopt Resolution 2022-\_\_: Amending the District's Regulations Governing Water Service: Part 5: Charges

### **Background**

At its meeting of November 9, 2022, the Board heard a presentation by Raftelis Financial Consultants on the Miscellaneous Fee Update report dated October 27, 2022. The Board opened a public hearing, but received no public comment at that time. After some discussion, the Board continued the discussion to the meeting of November 17, 2022, and the public hearing to December 14, 2022.

### **Discussion**

#### **Miscellaneous Fee Update** (Attachment 2)

Raftelis Financial Consultants presented the Final Draft Miscellaneous Fee Update Report at the November 9 meeting and explained that the goal is to assure that the District's costs of providing services unique to a customer are covered by that customer and not absorbed by the ratepayers, consistent with the principles of Proposition 26. These fees and penalties are imposed on customers as a result of customer-imposed costs. The purpose of these fees and penalties is to charge ratepayers and developers for the cost of the facilities and labor required to provide



services, and no proposed fee exceeds the estimated full cost of rendering the service. The figures presented in the Report represent the true costs to the District for each service. Acceptance of the Miscellaneous Fee Update report sets the maximum (cap) of each fee.

Proposed Policy 5031 User Fee Cost Recovery (Attachment 4)

Legal Counsel Markman has advised that the Board may set a fee at any amount desired that does not exceed the cap. The Board has posited that full cost recovery is not always appropriate.

Staff maintains the recommendation to set fees and charges at 100 percent cost recovery, as any service provided that is not fully recouping 100 percent of the cost to provide that service is necessarily subsidized by the General Fund and therefore distributed across all ratepayers.

In order to provide a justified, articulated rationale for those fees that may be subsidized, staff suggests adoption of a policy regarding cost recovery and methodology for distributing those costs that are not fully recovered.

Board discussion at the November 17 meeting regarding the Raftelis Miscellaneous Fee Update report resulted in the following positions:

Raftelis Miscellaneous Fee Update report dated October 27, 2022			
Table	Type of Fee or Charge	Fees / Charges	Disposition
Table 1-1 (Page 3)	Customer Account-Related Fees	Lines 4 - 6	Acceptable
Table 1-1 (Page 3)	Customer Account-Related Deposits	Lines 14 - 16	Acceptable
Table 1-2 (Page 4)	Engineering-Related User Fees	All Fees	Acceptable
Table 1-3 (Page 5)	Engineering-Related Deposits	All Deposits	Acceptable
Table 1-4 (Page 6)	Current and Proposed Penalties	Lines 2-6 and Lines 12-13	Acceptable

Table	Type of Fee or Charge	Consideration	Note
Table 1-1 Line 2	After Hours Call Out Fee	Consider a lower fee	1
Table 1-1 Line 3	After Hours Call Out (SB 998) Fee	Consider a lower fee	1
Table 1-1 Line 7	Bench Test Credit	Cost of meter test only	2
Table 1-1 Line 8	Backflow Administration Fee	Consider a lower fee	3
Table 1-1 Line 9	Meter Test 5/8-1" Inside	Cost of meter test only	3
Table 1-1 Line 10	Meter Test 5/8-1" Outside	Cost of meter test only	3
Table 1-1 Line 11	Meter Test 1.5-2" Inside	Cost of meter test only	3
Table 1-1 Line 12	Meter Test 1.5-2" Outside	Cost of meter test only	3
Table 1-4 Line 10	Water Theft Prevention Penalty	Raise	4
Table 1-4 Line 11	Water Theft Prevention – Broken lock	Check price of lock	
Table 1-4 Line 12	Lost/Damaged Construction Meter	Will \$2650 cover meter replacement?	



Note 1: These fees cover the fully-burdened labor and materials costs to provide the service, and also serve as a disincentive to those customers who habitually fail to pay their bill timely, often resulting in disconnection. The fees are intended to be punitive in order to discourage this customer behavior. Pricing of services impacts demand for those services. As noted by Customer Service at the November 17 meeting, there are approximately 10 customers per year regularly falling into this fee category.

Note 2: The Bench Test Credit is not a fee but is instead a deposit that could be returned to the customer if the meter test results are in the customer's favor. See page 12 of the Raftelis report, Section 3.1.4 for the cost breakdown. This correlates with Table 1-1 Line 9, the Meter Test fee.

Note 3: Calculations for the Backflow Administrative Charge and Meter Test Fees are located on pages 12 to 14 of the Raftelis report. When a high bill investigation results in a customer request for a meter test, staff performs the work or sends the meter to an outside service. This occurs very infrequently - approximately two or three times annually.

Note 4: The Water Theft Prevention Charges are policy-based and are intended to be punitive. The Board voiced interest in setting these charges at an amount higher than recommended in the Raftelis report. The Broken or Stolen Lock Fee of \$20 is based on the cost to replace the lock.

Within the proposed User Fee Cost Recovery policy, the Board may set cost recovery levels as desired, either in the form of a target percentage, or adoption of a dollar figure. The fee levels as set by the Board will be incorporated into the Policy document and transferred into the Part 5 Appendix A.

#### Revisions to District's Regulations Governing Water Service: Part 5: Charges (Attachment 6)

The Board has not yet fully discussed this item.

Moving forward jointly with the adoption of the Miscellaneous Fees is a revision of related portions of the District's Regulations Governing Water Service: Part 5: Charges. At several points within Sections 5-2 to 5-16, there are parallel references to the Miscellaneous Fees, and the sections should be updated simultaneously.

On February 27, 2020, the Board adopted the 2019 Water Rate and Fee study as prepared by Raftelis, along with comprehensive revisions to Part 5-1. The current action would provide some further administrative changes to Part 5-1 (no impact on rates) and new changes to content and processes in Parts 5-2 to 5-16 to modernize the regulations and assure the language parallels the Miscellaneous Fees Update report dated October 27, 2022.

Part 5 also contains the District's Capacity Charges (facilities fees), but this recommendation does not address those fees. The rates, fees and charges for water service and related fees are set forth in the District's Rules Governing Water Service, Part 5: Charges – Appendix A (Attachment 7), which will be updated with the figures as determined by the Board after this Public Hearing.



The proposed changes to Part 5 are attached herewith in redline form as Attachment 8. The significant revised components are:

1. Language updated to reflect modern practices and clarification
2. Sections reorganized / reordered
3. Outdated information and procedures were removed
4. Fees as determined and adopted by the Board will be separated into an Appendix for greater efficiency and ease of location

### **Action Today**

1. Discuss those fees and charges identified for consideration of lower cost recovery, and assign a percentage desired. These Board-determined percentages will be entered into the Target Recovery Levels of the proposed Policy 5031, and translated into dollar figures on Appendix A.
2. Determine an effective date for implementation of the new fee schedule.
3. Vote 1: Adopt Resolution 2022-\_\_\_: Approving the Miscellaneous Fee Update Report. This accepts the report and sets the fee cap. (Attachments 1 and 2)
4. Vote 2: Adopt Resolution 2022-\_\_\_: Establishing a Cost Recovery Policy and Setting Miscellaneous Fees. This is a new policy that sets out the Board's direction regarding fee recoveries and can be used as the guideline ("bookends") to adjust fees as needed in the future upon annual review. (Attachments 3 and 4)
5. Vote 3: Adopt Resolution 2022-\_\_\_: Amending the District's Regulations Governing Water Service: Part 5: Charges (Attachments 5 and 6)

### **Fiscal Impact**

Adoption of the updated miscellaneous fees, and charges enumerated in the Report will ensure that the cost of those services is incurred by those utilizing the services. Alternatively, the costs may be distributed to the General Fund as determined by the Board.

If adopted at the Public Hearing on December 14 2022, the new fees and penalties would become effective immediately or on a date set by the Board. Staff will include any necessary budget adjustments as part of the Fiscal Year 2023 Budget.

### **Attachments**

1. Resolution 2022-\_\_\_: Approving the Miscellaneous Fee Update Report
2. Attachment A: Raftelis Miscellaneous Fee Update Report dated October 27, 2022
3. Resolution 2022-\_\_\_: Establishing a Cost Recovery Policy
4. Attachment A: Proposed Policy 5031 – User Fee Cost Recovery (revised draft)
5. Resolution 2022-\_\_\_: Amending the District's Regulations Governing Water Service: Part 5: Charges
6. Attachment A: Proposed Regulations Governing Water Service: Part 5: Charges
7. Part 5: Charges – Appendix A (draft)
8. District's Regulations Governing Water Service: Part 5: Charges: Part 5 (redline)
9. Current District Regulations Governing Water Service: Part 5: Charges

Staff Report prepared by Lynda Kerney, Administrative Assistant

# Attachment 1

## RESOLUTION 2022-\_\_

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT - CHERRY VALLEY WATER DISTRICT ACCEPTING THE MISCELLANEOUS FEES UPDATE REPORT DATED OCTOBER 27, 2022 AND ADOPTING A REVISED SCHEUDLE OF MISCELLANEOUS FEES (ADMINISTRATIVE COST RECOVERIES) EFFECTIVE DECEMBER 1, 2022 AND SUPERSEDING RESOLUTIONS 2010-09, 2012-08, 2015-06, AND 2018-04

**WHEREAS**, the Beaumont-Cherry Valley Water District (District) is authorized, pursuant to California Water Code 31007, to fix, prescribe, revise and collect fees and charges so as to yield an amount sufficient to pay the operating expenses of the District, provide for repairs and depreciation of works owned and / or operated by the District, pay the interest on any bonded debt, and provide a fund for payment of the principal of the bonded debt as it becomes due; and

**WHEREAS**, the Board of Directors has determined that District staff provides many types of services involving requests by customers and the District imposes service fees and deposits upon customers to recover the costs of staff time and other administrative expenses related to providing these services; and

**WHEREAS**, current fees and charges do not adequately recoup the District's costs of providing certain services and thus, a significant amount of those costs are currently paid from the District's general fund, and therefore are borne by the ratepayers; and

**WHEREAS**, the District finds that providing these services is of special benefit to those customers both separate and apart from the general benefits to the public, and therefore, in the interest of fairness, the District desires to better recover the costs of providing those services from customers who have sought said services by revising its Schedule of Miscellaneous Fees (Administrative Cost Recoveries); and

**WHEREAS**, the Board of Directors of the Beaumont-Cherry Valley Water District has carefully reviewed the 2022 Miscellaneous Fees Update Report prepared and submitted by Raftelis Financial Consultants dated October 27, 2022 which is attached hereto marked Exhibit "A"; and

**WHEREAS**, the Board of Directors finds the proposed fee schedules as set forth in the Report to be necessary for the District's continued recovery of costs of service, are in compliance with State law, and are in the best interests of the District and its customers; and

**WHEREAS**, Beaumont-Cherry Valley Water District provided notice of a public hearing and written notice was provided to interested parties who filed written requests for mailed notice of meetings on new or increased development-related fees or service charges; and

**WHEREAS**, on December 14, 2022, the Board of Directors conducted a public hearing for the purpose of considering the adoption of a revised schedule of miscellaneous fees and charges,

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

1. The recommendations set forth in the 2022 Miscellaneous Fees Update Report prepared and submitted by Raftelis Financial Consultants dated October 27, 2022 which is attached hereto and marked as Exhibit "A" and made a part of this Resolution are hereby approved and accepted by the Board of Directors
2. The Miscellaneous Fees (Administrative Cost Recoveries) within the Miscellaneous Fees Update Report and made a part of this Resolution are hereby adopted and shall become effective \_\_\_\_\_ with the following exceptions:
  - a. Those fees and charges that the Board has designated for less than 100 percent cost recovery as enumerated in Policy 5031: User Fee Cost Recovery
  - b. The following penalties:
    - i. \_\_\_\_\_
    - ii. \_\_\_\_\_
3. To the extent that the terms and provisions of this Resolution may be inconsistent or in conflict with the terms and conditions of any prior ordinance, resolution, rule, or regulation the terms of this Resolution shall prevail, and any such inconsistent and conflicting provisions of prior ordinance, resolution, rule, or regulation are hereby superseded
4. If any provision of this Resolution or application thereof to any person or circumstance is held invalid, no other provision of this Resolution shall be affected thereby
5. The Miscellaneous Fees and Charges as set forth in Exhibit A are not discriminatory or excessive, will comply with Government Code Sections 54340 et. seq., and will otherwise comply with law.

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

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

*DRAFT UNTIL ADOPTED*

*DRAFT UNTIL ADOPTED*

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

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

Attachments: Exhibit A: Miscellaneous Fee Update Report dated 10/27/2022

# Beaumont-Cherry Valley Water District

## **Miscellaneous Fee Update**

Final Draft Report / October 27, 2022



Final Draft

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October 27, 2022

Mr. William Clayton  
Finance and Administration Department  
Beaumont-Cherry Valley Water District  
560 Magnolia Ave.  
Beaumont, CA 92223

**Subject: Final Draft Report for the Miscellaneous Fees**

Dear Mr. Clayton,

Raftelis is pleased to provide the Beaumont-Cherry Valley Water District (District) with this report which describes the work done on the Miscellaneous Fee Update. The District's miscellaneous fees were developed originally in 2012 and the miscellaneous fees have broadly not been updated or adjusted to keep pace with rising costs associated with providing services. Therefore, the overarching purpose of the Miscellaneous Fee Update was to update the previously established fees and penalties to recover the associated costs.

This report provides a detailed discussion of key findings and recommendations. It has been a pleasure working with you and other members of the District's staff. Thank you for the support you provided during this study.

Sincerely,

A handwritten signature in blue ink that reads "John Wright".

John Wright  
*Senior Manager*

A handwritten signature in blue ink that reads "Cleo Koenig".

Cleo Koenig  
*Associate Consultant*



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# 1. Executive Summary

The Beaumont-Valley Water District (District) contracted with Raftelis to perform a miscellaneous fee study in 2022. The study's main objective is to develop fair and justifiable miscellaneous fees that reflect actual costs the District incurs to provide these miscellaneous services to their customers. This document outlines the purpose of miscellaneous fees, as well as the methodologies and rationale behind implementing these fees. This executive summary provides a brief summation of the legal precedent, the methodology, and the derived rates.

## 1.1. Background

Beaumont-Cherry Valley Water District serves over 60,000 people in both the City of Beaumont and the Cherry Valley community. The District has experienced significant growth over the past 20 years and will for the foreseeable future, exemplified by the growth in their reservoir system which went from a capacity of 7 million gallons of storage in 2000 to 23 million gallons of storage today. The District also has grown to have 21 wells, 15 reservoirs and distributes water through a system consisting of pipelines of variable size up to 30 inches in diameter.

The District's miscellaneous fees were developed originally in 2012 and the service connection fees and construction meter deposits were updated in 2015 and again in 2018, but otherwise, the miscellaneous fees have broadly not been updated or adjusted to keep pace with rising costs associated with providing services. As part of the District's review of rates and fees, a comprehensive miscellaneous fee update study was undertaken. Raftelis began by reviewing the District's existing overhead allocation methodology and miscellaneous fees schedule and calculations. After review, a Fee Calculator was developed to calculate the fees for specific services, activities, or penalties provided or charged to the District's water and recycled water customers.

## 1.2. Economic and Legal Framework

The purpose of miscellaneous fees is to recover, from customers, the cost of providing services that are not recovered through utility rates. Miscellaneous fees are not governed by the requirements of California Proposition 218. Instead, they are governed by the requirements of California Proposition 26.

California Proposition 26 was adopted in 2010 and requires that a public utility adopt fees by either ordinance or resolution. Any fees which exceed the estimated full cost of rendering the related service must be approved by a popular vote of two-thirds, as a fee that exceeds the estimated full cost would be considered a tax and not a fee. Since no fee proposed in this study exceeds the full cost to render the related service- or is considered a penalty and is therefore not considered tax- these fees do not require a popular two-thirds vote<sup>1</sup>.

The standard fee limitation established in California law for miscellaneous fees is the "estimated, reasonable cost" principle. The total cost of each service included in this analysis is primarily based on the salaries and benefits hourly rates (SBHR) that were determined for District personnel directly involved in providing each service. SBHRs are then used in conjunction with other cost inputs such as labor hours, materials, equipment, travel, and indirect overhead estimates. The calculation of the SBHRs is discussed further in Section 2.2.

---

<sup>1</sup> Raftelis does not practice law, nor does it provide legal advice. The above discussion is to provide a general review of apparent state institutional constraints. The District should consult with its counsel for clarification and/or specific review of any of the above or other matters.



Throughout this report, the District’s miscellaneous fees are categorized as either user fees or penalty fees. User fees are intended to only recover the costs associated with providing a particular service. For the purposes of this report, user fees are split between customer account-related user fees and engineering-related user fees. On the other hand, penalty fees are charged when users violate terms of agreement or service, a law, or other regulations. These fees are intended to both recover costs and change behavior.

### 1.3. Miscellaneous Fees

The District’s current and proposed miscellaneous fees are summarized in Table 1-1, Table 1-2, Table 1-3, and Table 1-4 below. Figure 1-1 is a legend explaining the per unit abbreviations in each table. The tables are separated by customer account-related user fees, engineering-related user fees, and penalty fees. These fees have not been adjusted in recent years and no longer recover the associated costs to provide their relevant services to customers. Therefore, this Study utilized time and material estimates, salary and benefit information, and indirect overhead costs to determine the adequate fees to cover the costs associated with each service. The proposed fees were designed with District staff based on workflow activities, labor and material cost information provided by the District.

**Figure 1-1: Legend for Per Unit**

Unit Abbreviation	Unit
<b>EO</b>	Each Occurrence
<b>SB</b>	Senate Bill
<b>UB</b>	Utility Billing
<b>SF</b>	Square Foot
<b>LS</b>	Lump Sum
<b>LF</b>	Linear Foot
<b>CII</b>	Commercial/Industrial/Institutional
<b>WM</b>	Water Meter
<b>DS</b>	Design Sheet

**Table 1-1: Current and Proposed Customer Account-Related User Fees**

Line	Fee Description	Existing Fee	Proposed Fee	Per
1	<b>Customer Account-Related Fees</b>			
2	After-hours Call-out Fee	\$50.00	\$200.00	EO
3	After-hours Call-out (SB 998) Fee	\$0.00	\$100.00	EO
4	Credit Card Processing Fee (UB)	\$1.75	\$2.50	EO
5	Credit Card Processing Fee (Non-UB)		3% of total charge	EO
6	Credit Check Processing Fee	\$5.00	\$10.00	EO
7	Bench Test Credit	\$30.00	\$370.00	EO
8	Backflow Administration Fee	\$40.00	\$50.00	EO
9	Meter Testing Fee - 5/8" to 1" Inside <sup>(1)</sup>	\$30.00	\$370.00	EO
10	Meter Testing Fee - 5/8" to 1" Outside <sup>(2)</sup>	\$200.00	\$420.00	EO
11	Meter Testing Fee - 1.5" to 2" Inside <sup>(1)</sup>	\$50.00	\$480.00	EO
12	Meter Testing Fee - 1.5" to 2" Outside <sup>(2)</sup>	\$250.00	\$610.00	EO
13	<b>Customer Account-Related Deposits</b>			
14	Customer Deposit - Medium <sup>(3)</sup>	\$150.00	\$150.00	EO
15	Customer Deposit – High <sup>(3)</sup>	\$250.00	\$250.00	EO
16	Customer Deposit - Low <sup>(3)</sup>	\$0.00	\$0.00	EO

**Footnotes:**

- (1) Refers to meter testing performed in-house (on site at District facilities) as opposed to by a third-party vendor
- (2) Refers to meter testing performed offsite by a third-party vendor as opposed to in-house
- (3) Refers to a non-payment risk category as determined by a credit check performed by a third-party vendor

**Table 1-2: Current and Proposed Engineering-Related User Fees**

Line	Fee Description	Existing Fee	Proposed Fee	Per
1	<b>Engineering-Related Fees</b>			
2	Service Connection Fee - 5/8" Non-Tract, Short Side	\$4,783.00	\$6,680.00	LS
3	Service Connection Fee - 5/8" Non-Tract, Long Side	\$8,213.00	\$12,590.00	LS
4	Service Connection Fee (Meter Assembly only) - 5/8" In-Tract	\$986.00	\$1,120.00	LS
5	Service Connection Fee - 3/4" Non-Tract, Short Side	\$4,845.00	\$6,710.00	LS
6	Service Connection Fee - 3/4" Non-Tract, Long Side	\$8,159.00	\$12,700.00	LS
7	Service Connection Fee (Meter Assembly only) - 3/4" In-Tract	\$1,048.00	\$1,140.00	LS
8	Service Connection Fee - 1.0" Non-Tract, Short Side	\$4,862.00	\$6,780.00	LS
9	Service Connection Fee - 1.0" Non-Tract, Long Side	\$8,292.00	\$12,770.00	LS
10	Service Connection Fee (Meter Assembly only) - 1.0" In-Tract	\$1,082.00	\$1,210.00	LS
11	Service Connection Fee - 1.5" Non-Tract, Short Side	\$5,587.00	\$7,000.00	LS
12	Service Connection Fee - 1.5" Non-Tract, Long Side	\$9,503.00	\$13,350.00	LS
13	Service Connection Fee (Meter Assembly only) - 1.5" In-Tract	\$784.00	\$730.00	LS
14	Service Connection Fee - 2.0" Non-Tract, Short Side	\$5,780.00	\$7,240.00	LS
15	Service Connection Fee - 2.0" Non-Tract, Long Side	\$9,580.00	\$13,600.00	LS
16	Service Connection Fee (Meter Assembly only) - 2.0" In-Tract	\$977.00	\$980.00	LS
17	Encroachment Permit Fee (City of Beaumont Non-Moratorium Area)	\$0.00	\$510.00	EO
18	Encroachment Permit Fee (County of Riverside)	\$0.00	\$170.00	EO
19	Encroachment Permit Fee (City of Calimesa)	\$0.00	\$120.00	EO
20	Encroachment Permit Fee (City of Beaumont Moratorium Area)	\$0.00	\$650.00	EO
21	Residential Service - No Reimbursement Agreement (Front Footage Fee)	\$28.50	\$29.50	LF
22	Commercial Service - No Reimbursement Agreement (Front Footage Fee)	\$35.00	\$35.10	LF

**Table 1-3: Current and Proposed Engineering-Related Deposits**

Line	Fee Description	Existing Fee	Proposed Fee	Per
1	1" Construction Meter Deposit	\$502.00	\$500.00	EO
2	3" Construction Meter Deposit	\$2,042.00	\$2,650.00	EO
3	Will Serve Deposit	\$500.00	\$500.00	EO
4	Fire Flow Deposit	\$500.00	\$700.00	EO
5	Water Supply Assessment Deposit	\$5,000.00	\$5,000 when prepared by the Developer; \$10,000 when prepared by the District	EO
6	Plan of Service Deposit	\$5,000.00	\$5,000 when prepared by the Developer; \$10,000 when prepared by the District	EO
7	Inspection Deposit (Typical Tract)	\$15,000.00	\$15,000.00	EO
8	Plan Check Deposit Plan Set<5 sheets	\$3,000.00	\$3,000.00	EO
9	Plan Check Deposit Plan Set 5 - 9 sheets	\$5,000.00	\$5,000.00	EO
10	Plan Check Deposit Plan Set>=10 sheets	\$0.00	7,500.00	EO
11	GIS Deposit	\$275	\$0.00	WM
12	GIS Deposit - Commercial/Institutional/Industrial	\$0.00	\$710.00	DS
13	GIS Deposit – Residential	\$0.00	\$210.00	DS
14	Fire Hydrant Deposit (Includes pavement)	\$10,000.00	\$19,150.00	EO
15	4" Fire Service Installation Deposit	\$8,929.19	\$16,010.00	EO
16	6" Fire Service Installation Deposit	\$10,594.38	\$18,860.00	EO
17	8" Fire Service Installation Deposit	\$15,867.10	\$29,070.00	EO
18	10" Fire Service Installation Deposit	\$27,450.87	\$51,710.00	EO
19	12" Fire Service Installation Deposit	\$31,242.75	\$53,250.00	EO
20	City of Beaumont Moratorium Area Additional Paving Deposit (Short Side)	\$0.00	\$6,560.00	EO
21	City of Beaumont Moratorium Area Additional Paving Deposit (Long Side)	\$0.00	\$12,500.00	EO
22	Equipment (For Repairs) (Trucks and Machinery)	\$25.00	\$0.00	EO

**Table 1-4: Current and Proposed Penalties**

Line	Penalty Description	Existing Penalty	Proposed Penalty	Per
1	<b>Customer Account-Related Penalty</b>			
2	Second Notice Charge	\$5.00	\$5.00	EO
3	Third Notice Charge	\$5.00	\$15.00	EO
4	Account Reinstatement Charge	\$50.00	\$50.00	EO
5	Lien Processing Fee	\$100.00	\$170.00	EO
6	Returned Payment Charge	\$25.00	\$25.00	EO
7	Resubmit	\$5.00	\$0.00	EO
8	Water Restriction Penalty	Varies based on consumption of the most recent bill	Varies based on consumption of the most recent bill	EO
9	<b>Engineering-Related Penalty</b>			
10	Water Theft Prevention - Illegal Jumper and/or Connection (Unauthorized Connection Charge)	\$1,150.00	\$1,150.00	EO
11	Water Theft Prevention (Broken or Stolen Lock)	\$20.00	\$20.00	EO
12	Lost/Damaged Construction Meter	\$2,042.00	\$2,650.00	EO
13	Hit Fire Hydrant	Per Work Order	Per Work Order	EO

# 2. Fee Calculation Components

The purpose of this report is to discuss the development of updated proposed miscellaneous fees for the District. The basic premise of a fee study is to determine the “reasonable costs” of each of the services provided by the District. Miscellaneous fees are necessary to ensure that customers are compensating the District for the cost of various services they are provided that are customer-specific and which are not recovered from rates. These components are used in Section 3. The proposed miscellaneous fees are calculated based on full cost recovery assumptions and include overhead costs, the salaries and benefits of staff performing work activities directly associated with the various miscellaneous fee components, and departmental costs such as supplies, materials, and mileage. The following sections describe how these components were determined.

## 2.1. Overhead Costs

In addition to recovering the direct cost of labor and materials associated with processing and administering miscellaneous fee-related activities or functions, which are primarily incurred in the District’s Engineering and Operations departments, it is common for agencies to recover support costs. Support costs are those costs relating to central service providers such as the general manager, human resources, information systems, finance and accounting, and administration. These central services costs represent costs that are not related directly to the miscellaneous fee work activities, such as utilities or wages, taxes, and benefits of other employees whose primary function is to support the Engineering and Operations departments. Table 2-1 below shows the overhead rate of 48%, which was obtained by dividing the central service costs by the total salaries and benefits. This rate is multiplied by the Salaries and Benefits Hourly Rate (SBHR), discussed below, and included as Labor Overhead in many of the miscellaneous fee-related activities or functions detailed throughout this report.

**Table 2-1: Overhead Cost Calculations**

Line	Description		Notes
1	Total 2022 Central Service Costs	\$3,551,065	
2	Total 2022 Salaries and Benefits	\$7,363,000	
3	Overhead Rate (%)	48%	Line 1/Line 2

## 2.2. Salaries and Benefits Hourly Rate (SBHR)

The salaries and benefits hourly rate is the cost to employ District personnel including wages, taxes, and benefits. The SBHRs are calculated based on an assumption of productive hours for full and part-time employees. Productive hours are those hours where staff have the potential to work on fee-related activities or functions and consider non-productive hours such as holidays, paid time off, and training. The first step in calculating the SBHR is to take the total yearly salaries and benefits for an employee and divide by the assumed productive hours. The total cost of each fee-related activity or function included in this analysis is primarily based on the SBHRs that were determined for District personnel directly involved in providing each activity or function and based on 2022 rates. If the titles performing the fee-related activities or functions are interchangeable within similar job classifications, the average of the SBHRs for those classifications is used. Table 2-2 has a summary of the SBHR for different job titles.

**Table 2-2: 2022 Salaries and Benefits Hourly Rates**

Line	Job Title	Total Salaries & Benefits <sup>(1)</sup>	Productive Hours	SBHR
1	<b>Finance and Administration Staff</b>			
2	Management Analyst II	\$167,663	1970	\$85.11
3	Senior Management Analyst	\$197,506	1970	\$100.26
4	Customer Service Representative I	\$85,228	1970	\$43.26
5	Customer Service Supervisor	\$153,838	1970	\$78.09
6				
7	<b>Engineering Staff</b>			
8	Director of Engineering	\$270,482	1970	\$137.30
9	Engineering Assistant	\$143,751	1970	\$72.97
10	Development Services Representative	\$105,863	1970	\$53.74
11	Engineering Intern	\$19,163	1000	\$19.16
12				
13	Engineering Average	\$134,815	1970	\$68.43
14				
15	<b>Operations- Transmission and Distribution Staff</b>			
16	Water Utility Superintendent	\$200,941	1970	\$102.00
17	Water Utility Supervisor	\$198,819	1970	\$100.92
18	Water Utility Worker I	\$101,808	1970	\$51.68
19	Water Utility Worker II	\$127,448	1970	\$64.69
20	Senior Water Utility Worker	\$139,783	1970	\$70.96
21				
22	Water Utility Worker I/II/III Average	\$123,013	1970	\$62.44
23				
24	Water Production Operator I	\$95,297	1970	\$48.37
25	Water Production Operator II	\$142,019	1970	\$72.09
26				
27	Water Production Operator I/II Average	\$118,658	1970	\$60.23
<b>Footnotes:</b>				
(1) Based on 2022 Salary Schedule rates and benefits. District reserves the right to adjust SBHR items annually to reflect changing costs.				

### 2.3. Other Considerations

Other costs included in this analysis are time, travel costs, equipment, services, and materials. Direct labor costs were determined by multiplying the SBHR by the estimated hours of labor for each position or employee that works on the miscellaneous fee activity or function. District staff was consulted to determine the average time needed to complete the service for each activity or function calculated in the following sections. Travel costs were calculated and applied to the relevant fee. Travel costs help recover the costs of operating a standard vehicle. Material costs include estimated office supplies, materials of construction, meters, etc. These costs may vary by the size of the meter.



**Table 2-3: Equipment and Services Costs/Rates**

Line	Description	Cost/Rate
1	Trench Paving Rate (per S/F)	\$8.25
2	Various Credit Card Vendor Processing Cost (UB)	\$2.50
3	Various Credit Card Vendor Processing Cost (Non-UB)	3%
4	Customer Deposit (Medium Non-Payment Risk)	\$150.00
5	Customer Deposit (High Non-Payment Risk)	\$250.00
6	Customer Deposit (Low Non-Payment Risk)	\$0.00
7	Vendor Credit Check Processing Cost (Online Services)	\$3.00
8	Vendor Backflow Statement Processing Cost (Infosend)	\$3.71
9	Bank Return Check/ACH/Credit Card Fee	\$25.00
10	Lien Release	\$20.00
11	GIS System (Nobel) Updates - Commercial/Institutional/Industrial (Per Design Sheet)	\$500.00
12	GIS System (Nobel) Updates - Residential (Per Design Sheet)	\$100.00
13	Meter Test 5/8" to 1" Outside Vendor	\$100.00
14	Meter Test 1.5" to 2" Outside Vendor	\$185.00
15	Utility Truck (24 Hour Rate)	\$1,200.00
16	Dump Truck (24 Hour Rate)	\$1,080.00
17	Compressor (24 Hour Rate)	\$480.00
18	Backhoe/Loader (24 Hour Rate)	\$1,050.00
19	Compactor (24 Hour Rate)	\$330.00
20	Tapper (24 Hour Rate)	\$40.00
21	8" Front Footage Cost Per Linear Foot Per Side	\$29.50
22	12" Front Footage Cost Per Linear Foot Per Side	\$35.10
23	Encroachment Permit Fee (City of Beaumont Non-Moratorium Area)	\$506.12
24	Encroachment Permit (County of Riverside)	\$166.67
25	Encroachment Permit (City of Calimesa)	\$120.00
26	Encroachment Permit (City of Beaumont Moratorium Area)	\$645.56
27	Paver Rental (B-81) (Per occurrence)	\$750.00

**Table 2-4: Materials Costs**

Line	Description	Cost <sup>(1)</sup>
1	5/8" Meter Materials of Assembly	\$1,018.29
2	5/8" Short Side Service Connection Materials of Assembly	\$1,527.85
3	5/8" Long Side Service Connection Materials of Assembly	\$1,726.49
4	3/4" Meter Materials of Assembly	\$1,046.30
5	3/4" Short Side Service Connection Materials of Assembly	\$1,555.86
6	3/4" Long Side Service Connection Materials of Assembly	\$1,843.26
7	1" Meter Materials of Assembly	\$1,117.42
8	1" Short Side Service Connection Materials of Assembly	\$1,626.98
9	1" Long Side Service Connection Materials of Assembly	\$1,914.37
10	1.5" Meter Materials of Assembly	\$635.36
11	1.5" Short Side Service Connection Materials of Assembly	\$1,850.14
12	1.5" Long Side Service Connection Materials of Assembly of Assembly	\$2,493.04
13	2" Meter Materials	\$878.03
14	2" Short Side Service Connection Materials of Assembly	\$2,092.81
15	2" Long Side Service Connection Materials of Assembly	\$2,735.71
16	1" Hydrant (Construction) Meter	\$495.00
17	3" Hydrant (Construction) Meter	\$2,645.00
18	New Fire Hydrant Materials	\$8,335.05
19	Keyed Padlock (Lock off)	\$7.49
20	4" Fire Service Connection Materials of Assembly	\$8,487.03
21	6" Fire Service Connection Materials of Assembly	\$11,329.91
22	8" Fire Service Connection Materials of Assembly	\$20,253.33
23	10" Fire Service Connection Materials of Assembly	\$31,762.28
24	12" Fire Service Connection Materials of Assembly	\$33,037.18

**Footnotes:**

(1) Based on 2022 costs of materials. District reserves the right to prorate material item costs annually to reflect cost increases.

# 3. User Fee Calculation

User fees are intended to recover the cost of providing a service. The basic concept of user fees is to determine the “reasonable cost” of each service provided by the District. The full cost of providing a service is typically seen as an objective basis for determining the fees. Each user fee calculation is discussed in the following subsections.

## 3.1. Customer Account-Related User Fees

Customer account-related user fees are costs associated with providing customer account-related services, such as processing fees, meter testing, and customer account deposits.

### 3.1.1. AFTER-HOURS CALL-OUT FEES

Below are the after-hours call-out fees of \$200 as shown in Table 3-1. This charge is based on the labor and travel costs incurred to provide service and is charged when the customer requests the service during nonoperational hours. The Water Shutoff Protection Act (SB 998) also has an after-hours turn-on charge capped at \$100, as shown in Table 3-2. The SB 998 After-hours Call-Out Fee would only be charged for residential water service during nonoperational hours. This is rounded for the ease of administrative tasks.

**Table 3-1: After-hours Call-Out Fee**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$187.33	\$0.00	\$187.33	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$5.90	\$0.00	\$5.90	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
6	<b>Total Fee</b>	<b>\$193.23</b>	<b>\$0.00</b>	<b>\$193.23</b>	<b>\$200.00</b>

**Table 3-2: After-hours Call-Out (SB 998) Fee**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$100.00	\$100.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
6	<b>Total Fee</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>

### 3.1.2. CREDIT CARD PROCESSING FEES

Credit card processing fees are based on the fees charged by banks to process these payments. For Utility Billing account payment (UB) cards, this cost is \$2.50. For non-UB cards, this is 3% of the total charge placed on the

credit card. This payment is laid out below in Table 3-3.

**Table 3-3: Credit Card Processing Fees**

Line	Fee Calculation	Proposed Fee
1	Credit Card Processing Fee (UB)	\$2.50
2	Credit Card Processing Fee (Non-UB)	3% of total charge

### 3.1.3. CREDIT CHECK PROCESSING FEE

The credit check processing fee is based on the costs incurred to investigate a customer’s credit, including labor, equipment, and services. This calculation is laid out below in Table 3-4 and rounded for ease of administration.

**Table 3-4: Credit Check Processing Fee**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$3.61	\$0.00	\$3.61	
2	Labor Overhead	\$1.74	\$0.00	\$1.74	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	\$3.00	\$0.00	\$3.00	
6	<b>Total Fee</b>	<b>\$8.34</b>	<b>\$0.00</b>	<b>\$8.34</b>	<b>\$10.00</b>

### 3.1.4. BENCH TEST CREDIT

The bench test credit is not a fee but is instead a deposit that could be returned to the customer if the meter test results are in the customer’s favor. This is cost-based, and the calculations are shown below in Table 3-5 and are rounded to the nearest \$10 for ease of administration.

**Table 3-5: Bench Test Credit**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$248.35	\$0.00	\$248.35	
2	Labor Overhead	\$119.77	\$0.00	\$119.77	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	\$0.00	\$0.00	\$0.00	
6	<b>Total Fee</b>	<b>\$368.12</b>	<b>\$0.00</b>	<b>\$368.12</b>	<b>\$370.00</b>

### 3.1.5. BACKFLOW ADMINISTRATION FEE

The backflow administration fee recovers the costs associated with labor, travel, and services. The calculations are shown below in Table 3-6 and are rounded to the nearest \$10 for ease of administration.

**Table 3-6: Backflow Administration Fee**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$26.93	\$0.00	\$26.93	
2	Labor Overhead	\$12.99	\$0.00	\$12.99	
3	Travel	\$5.77	\$0.00	\$5.77	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>\$3.71</u>	<u>\$0.00</u>	<u>\$3.71</u>	
6	<b>Total Fee</b>	<b>\$49.40</b>	<b>\$0.00</b>	<b>\$49.40</b>	<b>\$50.00</b>

### 3.1.6. METER TESTING FEES

The meter testing fee recovers the costs associated with labor, equipment, and labor overhead. The calculations are shown below in Table 3-7, Table 3-8, Table 3-9, and Table 3-10 and are rounded to the nearest \$10 for ease of administration. The costs vary based on the size of the meter and whether the meter test is done in-house by the District (inside) or by a third party (outside).

**Table 3-7: Meter Testing 5/8” to 1” Inside Fee**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$248.35	\$0.00	\$248.35	
2	Labor Overhead	\$119.77	\$0.00	\$119.77	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
6	<b>Total Fee</b>	<b>\$368.12</b>	<b>\$0.00</b>	<b>\$368.12</b>	<b>\$370.00</b>

**Table 3-8: Meter Testing 5/8” to 1” Outside Fee**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$212.87	\$0.00	\$212.87	
2	Labor Overhead	\$102.66	\$0.00	\$102.66	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>\$100.00</u>	<u>\$0.00</u>	<u>\$100.00</u>	
6	<b>Total Fee</b>	<b>\$415.53</b>	<b>\$0.00</b>	<b>\$415.53</b>	<b>\$420.00</b>

**Table 3-9: Meter Testing 1.5” to 2” Inside Fee**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$319.30	\$0.00	\$319.30	
2	Labor Overhead	\$153.99	\$0.00	\$153.99	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	\$0.00	\$0.00	\$0.00	
6	<b>Total Fee</b>	<b>\$473.30</b>	<b>\$0.00</b>	<b>\$473.30</b>	<b>\$480.00</b>

**Table 3-10: Meter Testing 1.5” to 2” Outside Fee**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$283.82	\$0.00	\$283.82	
2	Labor Overhead	\$136.88	\$0.00	\$136.88	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	\$185.00	\$0.00	\$185.00	
6	<b>Total Fee</b>	<b>\$605.70</b>	<b>\$0.00</b>	<b>\$605.70</b>	<b>\$610.00</b>

### 3.1.7. CUSTOMER ACCOUNT DEPOSITS

The customer account deposits are split into three groups: medium, high, and low. A medium deposit is based on average off-peak billed usage and is assessed when a credit check results in a medium non-payment risk category. A high deposit is based on average peak billed usage and is assessed when a credit check results in a high non-payment risk category. A low deposit (no deposit) is assessed when a credit check results in a minimum non-payment risk category. Off-peak billed usage for this purpose is defined as the combination of two residential water bills during the winter months, while peak billed usage is defined as the combination of two residential water bills during the summer months. These fees are shown below in Table 3-11 and Table 3-12.

**Table 3-11: Medium Customer Deposit**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$0.00	\$0.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	\$150.00	\$0.00	\$150.00	
6	<b>Total Deposit</b>	<b>\$150.00</b>	<b>\$0.00</b>	<b>\$150.00</b>	<b>\$150.00</b>

**Table 3-12: High Customer Deposit**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$0.00	\$0.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	\$250.00	\$0.00	\$250.00	
6	<b>Total Deposit</b>	<b>\$250.00</b>	<b>\$0.00</b>	<b>\$250.00</b>	<b>\$250.00</b>

## 3.2. Engineering-Related User Fees

Engineering-related user fees are costs associated with providing engineering-related services, such as Service Connection fees, fire installation fees, and engineering deposits.

### 3.2.1. SERVICE CONNECTION FEES

The Service Connection fees are designed to recover the costs associated with installing meters and related services, which include labor, materials, and services. These costs are based on meter size and whether the meter falls on a short or long side. The calculations are shown in Table 3-13, Table 3-14, Table 3-15, Table 3-16, and Table 3-17 where column D shows the final rounded proposed fee for each meter.

**Table 3-13: 5/8” Service Connection Fees**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	<b>Non-Tract, Short Side</b>				
2	Direct Labor	\$1,873.29	\$0.00	\$1,873.29	
3	Labor Overhead	\$903.46	\$0.00	\$903.46	
4	Travel	\$0.00	\$0.00	\$0.00	
5	Materials	\$1,527.85	\$0.00	\$1,527.85	
6	Equipment/Services	\$2,368.67	\$0.00	\$2,368.67	
7	<b>Total Fee</b>	<b>\$6,673.27</b>	<b>\$0.00</b>	<b>\$6,673.27</b>	<b>\$6,680.00</b>
8					
9	<b>Non-Tract, Long Side</b>				
10	Direct Labor	\$3,746.59	\$0.00	\$3,746.59	
11	Labor Overhead	\$1,806.92	\$0.00	\$1,806.92	
12	Travel	\$0.00	\$0.00	\$0.00	
13	Materials	\$1,726.49	\$0.00	\$1,726.49	
14	Equipment/Services	\$5,302.00	\$0.00	\$5,302.00	
15	<b>Total Fee</b>	<b>\$12,582.00</b>	<b>\$0.00</b>	<b>\$12,582.00</b>	<b>\$12,590.00</b>
16					
17	<b>(Meter Assembly only) - In-Tract</b>				
18	Direct Labor	\$62.44	\$0.00	\$62.44	
19	Labor Overhead	\$30.12	\$0.00	\$30.12	
20	Travel	\$0.00	\$0.00	\$0.00	
21	Materials	\$1,018.29	\$0.00	\$1,018.29	
22	Equipment/Services	\$0.00	\$0.00	\$0.00	
23	<b>Total Fee</b>	<b>\$1,110.85</b>	<b>\$0.00</b>	<b>\$1,110.85</b>	<b>\$1,120.00</b>



**Table 3-14: 3/4" Service Connection Fees**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	<b>Non-Tract, Short Side</b>				
2	Direct Labor	\$1,873.29	\$0.00	\$1,873.29	
3	Labor Overhead	\$903.46	\$0.00	\$903.46	
4	Travel	\$0.00	\$0.00	\$0.00	
5	Materials	\$1,555.86	\$0.00	\$1,555.86	
6	Equipment/Services	<u>\$2,368.67</u>	<u>\$0.00</u>	<u>\$2,368.67</u>	
7	<b>Total Fee</b>	<b>\$6,701.28</b>	<b>\$0.00</b>	<b>\$6,701.28</b>	<b>\$6,710.00</b>
8					
9	<b>Non-Tract, Long Side</b>				
10	Direct Labor	\$3,746.59	\$0.00	\$3,746.59	
11	Labor Overhead	\$1,806.92	\$0.00	\$1,806.92	
12	Travel	\$0.00	\$0.00	\$0.00	
13	Materials	\$1,843.26	\$0.00	\$1,843.26	
14	Equipment/Services	<u>\$5,302.00</u>	<u>\$0.00</u>	<u>\$5,302.00</u>	
15	<b>Total Fee</b>	<b>\$12,698.77</b>	<b>\$0.00</b>	<b>\$12,698.77</b>	<b>\$12,700.00</b>
16					
17	<b>(Meter Assembly only) - In-Tract</b>				
18	Direct Labor	\$62.44	\$0.00	\$62.44	
19	Labor Overhead	\$30.12	\$0.00	\$30.12	
20	Travel	\$0.00	\$0.00	\$0.00	
21	Materials	\$1,046.30	\$0.00	\$1,046.30	
22	Equipment/Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
23	<b>Total Fee</b>	<b>\$1,138.86</b>	<b>\$0.00</b>	<b>\$1,138.86</b>	<b>\$1,140.00</b>

**Table 3-15: 1” Service Connection Fees**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	<b>Non-Tract, Short Side</b>				
2	Direct Labor	\$1,873.29	\$0.00	\$1,873.29	
3	Labor Overhead	\$903.46	\$0.00	\$903.46	
4	Travel	\$0.00	\$0.00	\$0.00	
5	Materials	\$1,626.98	\$0.00	\$1,626.98	
6	Equipment/Services	<u>\$2,368.67</u>	<u>\$0.00</u>	<u>\$2,368.67</u>	
7	<b>Total Fee</b>	<b>\$6,772.40</b>	<b>\$0.00</b>	<b>\$6,772.40</b>	<b>\$6,780.00</b>
8					
9	<b>Non-Tract, Long Side</b>				
10	Direct Labor	\$3,746.59	\$0.00	\$3,746.59	
11	Labor Overhead	\$1,806.92	\$0.00	\$1,806.92	
12	Travel	\$0.00	\$0.00	\$0.00	
13	Materials	\$1,914.37	\$0.00	\$1,914.37	
14	Equipment/Services	<u>\$5,302.00</u>	<u>\$0.00</u>	<u>\$5,302.00</u>	
15	<b>Total Fee</b>	<b>\$12,769.88</b>	<b>\$0.00</b>	<b>\$12,769.88</b>	<b>\$12,770.00</b>
16					
17	<b>(Meter Assembly only) - In-Tract</b>				
18	Direct Labor	\$62.44	\$0.00	\$62.44	
19	Labor Overhead	\$30.12	\$0.00	\$30.12	
20	Travel	\$0.00	\$0.00	\$0.00	
21	Materials	\$1,117.42	\$0.00	\$1,117.42	
22	Equipment/Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
23	<b>Total Fee</b>	<b>\$1,209.98</b>	<b>\$0.00</b>	<b>\$1,209.98</b>	<b>\$1,210.00</b>

**Table 3-16: 1.5” Service Connection Fees**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	<b>Non-Tract, Short Side</b>				
2	Direct Labor	\$1,873.29	\$0.00	\$1,873.29	
3	Labor Overhead	\$903.46	\$0.00	\$903.46	
4	Travel	\$0.00	\$0.00	\$0.00	
5	Materials	\$1,850.14	\$0.00	\$1,850.14	
6	Equipment/Services	<u>\$2,368.67</u>	<u>\$0.00</u>	<u>\$2,368.67</u>	
7	<b>Total Fee</b>	<b>\$6,995.56</b>	<b>\$0.00</b>	<b>\$6,995.56</b>	<b>\$7,000.00</b>
8					
9	<b>Non-Tract, Long Side</b>				
10	Direct Labor	\$3,746.59	\$0.00	\$3,746.59	
11	Labor Overhead	\$1,806.92	\$0.00	\$1,806.92	
12	Travel	\$0.00	\$0.00	\$0.00	
13	Materials	\$2,493.04	\$0.00	\$2,493.04	
14	Equipment/Services	<u>\$5,302.00</u>	<u>\$0.00</u>	<u>\$5,302.00</u>	
15	<b>Total Fee</b>	<b>\$13,348.55</b>	<b>\$0.00</b>	<b>\$13,348.55</b>	<b>\$13,350.00</b>
16					
17	<b>(Meter Assembly only) - In-Tract</b>				
18	Direct Labor	\$62.44	\$0.00	\$62.44	
19	Labor Overhead	\$30.12	\$0.00	\$30.12	
20	Travel	\$0.00	\$0.00	\$0.00	
21	Materials	\$635.36	\$0.00	\$635.36	
22	Equipment/Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
23	<b>Total Fee</b>	<b>\$727.92</b>	<b>\$0.00</b>	<b>\$727.92</b>	<b>\$730.00</b>

**Table 3-17: 2” Service Connection Fees**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	<b>Non-Tract, Short Side</b>				
2	Direct Labor	\$1,873.29	\$0.00	\$1,873.29	
3	Labor Overhead	\$903.46	\$0.00	\$903.46	
4	Travel	\$0.00	\$0.00	\$0.00	
5	Materials	\$2,092.81	\$0.00	\$2,092.81	
6	Equipment/Services	<u>\$2,368.67</u>	<u>\$0.00</u>	<u>\$2,368.67</u>	
7	<b>Total Fee</b>	<b>\$7,238.23</b>	<b>\$0.00</b>	<b>\$7,238.23</b>	<b>\$7,240.00</b>
8					
9	<b>Non-Tract, Long Side</b>				
10	Direct Labor	\$3,746.59	\$0.00	\$3,746.59	
11	Labor Overhead	\$1,806.92	\$0.00	\$1,806.92	
12	Travel	\$0.00	\$0.00	\$0.00	
13	Materials	\$2,735.71	\$0.00	\$2,735.71	
14	Equipment/Services	<u>\$5,302.00</u>	<u>\$0.00</u>	<u>\$5,302.00</u>	
15	<b>Total Fee</b>	<b>\$13,591.22</b>	<b>\$0.00</b>	<b>\$13,591.22</b>	<b>\$13,600.00</b>
16					
17	<b>(Meter Assembly only) - In-Tract</b>				
18	Direct Labor	\$62.44	\$0.00	\$62.44	
19	Labor Overhead	\$30.12	\$0.00	\$30.12	
20	Travel	\$0.00	\$0.00	\$0.00	
21	Materials	\$878.03	\$0.00	\$878.03	
22	Equipment/Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
23	<b>Total Fee</b>	<b>\$970.59</b>	<b>\$0.00</b>	<b>\$970.59</b>	<b>\$980.00</b>

### 3.2.2. ENCROACHMENT PERMIT FEES

The encroachment permit fees are a new fee based on the average cost per permit issued by the three jurisdictions that overlap the District’s service area:

1. City of Beaumont
2. County of Riverside
3. City of Calimesa

This fee is assessed in addition to the respective service connection charges. There are two separate fees for permits issued by the City of Beaumont, which are derived from the separately identified costs for streets outside of the City’s Moratorium Areas and those within. These have been rounded up to the nearest \$10 for administrative purposes, as shown in Table 3-18.

**Table 3-18: Encroachment Permit Fees**

Line	Fee Calculation	Cost-Based A	Policy- Based B	Total Cost C = A + B	Proposed Fee D
1	<b>City of Beaumont Non-Moratorium Area</b>				
2	Direct Labor	\$0.00	\$0.00	\$0.00	
3	Labor Overhead	\$0.00	\$0.00	\$0.00	
4	Travel	\$0.00	\$0.00	\$0.00	
5	Materials	\$0.00	\$0.00	\$0.00	
6	Equipment/Services	\$506.12	\$0.00	\$506.12	
7	<b>Total Fee</b>	<b>\$506.12</b>	<b>\$0.00</b>	<b>\$506.12</b>	<b>\$510.00</b>
8	<b>County of Riverside</b>				
9	Direct Labor	\$0.00	\$0.00	\$0.00	
10	Labor Overhead	\$0.00	\$0.00	\$0.00	
11	Travel	\$0.00	\$0.00	\$0.00	
12	Materials	\$0.00	\$0.00	\$0.00	
13	Equipment/Services	\$166.67	\$0.00	\$166.67	
14	<b>Total Fee</b>	<b>\$166.67</b>	<b>\$0.00</b>	<b>\$166.67</b>	<b>\$170.00</b>
15	<b>City of Calimesa</b>				
16	Direct Labor	\$0.00	\$0.00	\$0.00	
17	Labor Overhead	\$0.00	\$0.00	\$0.00	
18	Travel	\$0.00	\$0.00	\$0.00	
19	Materials	\$0.00	\$0.00	\$0.00	
20	Equipment/Services	\$120.00	\$0.00	\$120.00	
21	<b>Total Fee</b>	<b>\$120.00</b>	<b>\$0.00</b>	<b>\$120.00</b>	<b>\$120.00</b>
22	<b>City of Beaumont Moratorium Area</b>				
23	Direct Labor	\$0.00	\$0.00	\$0.00	
24	Labor Overhead	\$0.00	\$0.00	\$0.00	
25	Travel	\$0.00	\$0.00	\$0.00	
26	Materials	\$0.00	\$0.00	\$0.00	
27	Equipment/Services	\$645.56	\$0.00	\$645.56	
28	<b>Total Fee</b>	<b>\$645.56</b>	<b>\$0.00</b>	<b>\$645.56</b>	<b>\$650.00</b>

**3.2.3. RESIDENTIAL AND COMMERCIAL SERVICE – NO REIMBURSEMENT AGREEMENT (FRONT FOOTAGE FEES)**

The residential and commercial service (no reimbursement agreements) (Front Footage Fees) are based on a weighted cost per linear foot for half of the cost to construct (1/2 to each side of parcel frontage) either an 8-inch mainline for residential or a 12-inch mainline for commercial. This is shown in Table 3-19 and Table 3-20 below and is ½ of the total cost per linear foot.

**Table 3-19: Residential Service No Reimbursement Agreement (1/2 of Frontage – i.e., each side of street)**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$0.00	\$0.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>\$29.50</u>	<u>\$0.00</u>	<u>\$29.50</u>	
6	<b>Total Fee</b>	<b>\$29.50</b>	<b>\$0.00</b>	<b>\$29.50</b>	<b>\$29.50</b>

**Table 3-20: Commercial Service No Reimbursement Agreement (1/2 of Frontage – i.e., each side of street)**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$0.00	\$0.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>\$35.10</u>	<u>\$0.00</u>	<u>\$35.10</u>	
6	<b>Total Fee</b>	<b>\$35.10</b>	<b>\$0.00</b>	<b>\$35.10</b>	<b>\$35.10</b>

### 3.2.4. CONSTRUCTION METER DEPOSITS

Construction meter deposits are based solely on the cost of the meter, which varies based on meter size. There are two meter types, 1” and 3”, for which the costs are rounded for administrative purposes and shown in Table 3-21 and Table 3-22 below. The 3” meter cost was also used when determining the cost of a lost or damaged construction meter penalty in Table 4-6. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-21: 1” Meter Deposit**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$0.00	\$0.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$495.00	\$0.00	\$495.00	
5	Equipment/Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
6	<b>Total Deposit</b>	<b>\$495.00</b>	<b>\$0.00</b>	<b>\$495.00</b>	<b>\$500.00</b>

**Table 3-22: 3” Meter Deposit**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$0.00	\$0.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$2,645.00	\$0.00	\$2,645.00	
5	Equipment/Services	\$0.00	\$0.00	\$0.00	
6	<b>Total Deposit</b>	<b>\$2,645.00</b>	<b>\$0.00</b>	<b>\$2,645.00</b>	<b>\$2,650.00</b>

### 3.2.5. WILL SERVE DEPOSIT

The Will Serve deposit is based on estimated labor costs and is then rounded for administrative purposes. The District personnel involved in providing this service are provided by the Engineering department. Those SBHRs are shown in Table 2-2. The proposed Will Serve deposit has not changed from the current deposit of \$500 and is shown below in Table 3-23. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-23: Will Serve Deposit**

Line	Description	Deposit
1	Will Serve Deposit	\$500.00

### 3.2.6. FIRE FLOW DEPOSIT

The fire flow deposit is based on labor costs expected to incur based on studies of average hours across 20 projects over multiple years. The deposit was rounded for administrative purposes, with the final cost of \$700 shown below in Table 3-24. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-24: Fire Flow Deposit**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$469.99	\$0.00	\$469.99	
2	Labor Overhead	\$226.67	\$0.00	\$226.67	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	\$0.00	\$0.00	\$0.00	
6	<b>Total Deposit</b>	<b>\$696.65</b>	<b>\$0.00</b>	<b>\$696.65</b>	<b>\$700.00</b>

### 3.2.7. WATER SUPPLY ASSESSMENT DEPOSIT

The water supply deposit is based on estimated labor costs and is then rounded for administrative purposes. The District personnel involved in providing this service are the Director of Engineering, the Engineering Assistant, and the Development Services Representative. Their respective SBHRs are shown in Table 2-2. When the assessment is prepared by the District, the deposit is \$10,000. However, if the assessment is prepared by the developer, the



deposit is only \$5,000. These are both shown in Table 3-25. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-25: Water Supply Assessment Deposit**

Line	Description	Deposit
1	Assessment Prepared by District	\$10,000.00
2	Assessment Prepared by Developer	\$5,000.00

### 3.2.8. PLAN OF SERVICE DEPOSIT

The Plan of Service deposit is based on labor costs incurred by the Director of Engineering, an Engineering Assistant, and a Development Services Representative. Thee FBHR for each of these personnel is presented in Table 2-2. When the Plan of Service is prepared by the District, the deposit is \$10,000. However, if the Plan of Service is prepared by the developer, the deposit is \$5,000. The District does not process annexation applications with LAFCO.

**Table 3-26: Plan of Service Deposit**

Line	Description	Deposit
1	Plan of Service Prepared by District	\$10,000.00
2	Plan of Service Prepared by Developer	\$5,000.00

### 3.2.9. INSPECTION DEPOSIT

The inspection deposit is based on estimated labor costs and is then rounded for administrative purposes. The District personnel involved in providing this service are the Water Utility Superintendent, a Water Utility Supervisor, a Water Utility Worker I and II, and a Senior Water Utility Worker. Their respective SBHRs are shown in Table 2-2. The proposed inspection deposit has not changed from the current deposit of \$15,000. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-27: Inspection Deposit**

Line	Description	Deposit
1	Inspection Deposit	\$15,000.00

### 3.2.10. PLAN CHECK DEPOSITS

The plan check deposits are based on estimated labor costs incurred and are varied based on the number of plan sheets for the project. The existing plan check deposits have not changed from the current deposits of \$3,000 for less than 5 sheets and \$5,000 for any plan sets of 5 sheets up to 9 sheets. A deposit of \$7,500 for 10 sheets and over will now be collected as shown in Table 3-28. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-28: Plan Check Deposits**

Line	Description	Deposit
1	Plan Check (Less than 5 sheets) Deposit	\$3,000.00
2	Plan Check Deposit (5 – 9 Sheets) Deposit	\$5,000.00
3	Plan Check Deposit (10 sheets or More)	\$7,500.00

### 3.2.11. GIS DEPOSITS

The existing GIS deposit is based on a charge of \$275 per meter, for maintenance of and ongoing updates to the District’s GIS system. There are now two types of GIS deposits being proposed, one for Commercial, Institutional, and Industrial maps (CII), and one for Residential maps. The deposit to be collected is based on the count of plan design sheets, and estimated labor costs incurred, and is proposed as \$710 per design sheet for CII and \$210 per design sheet for residential, as shown below in Table 3-29. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-29: GIS Deposits**

Line	Description	Deposit
1	GIS Deposit – Commercial/Institutional/Industrial	\$710.00 / Design Sheet
2	GIS Deposit – Residential	\$210.00 / Design Sheet

### 3.2.12. FIRE DEPOSITS

The fire hydrant deposit and fire service installation fee costs are based on the labor costs, equipment, and materials. The fire hydrant deposit calculations are summarized in Table 3-30. The fire service installation fee varies by meter size and the calculations are summarized in Table 3-31. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-30: Fire Hydrant Deposit**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$5,708.15	\$0.00	\$5,708.15	
2	Labor Overhead	\$2,752.95	\$0.00	\$2,752.95	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$8,335.05	\$0.00	\$8,335.05	
5	Equipment/Services	\$2,352.00	\$0.00	\$2,352.00	
6	<b>Total Deposit</b>	<b>\$19,148.15</b>	<b>\$0.00</b>	<b>\$19,148.15</b>	<b>\$19,150.00</b>

**Table 3-31: Fire Service Installation Fees**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	<b>4" Service Installation</b>				
2	Direct Labor	\$3,488.25	\$0.00	\$3,488.25	
3	Labor Overhead	\$1,682.33	\$0.00	\$1,682.33	
4	Travel	\$0.00	\$0.00	\$0.00	
5	Materials	\$8,487.03	\$0.00	\$8,487.03	
6	Equipment/Services	<u>\$2,352.00</u>	<u>\$0.00</u>	<u>\$2,352.00</u>	
7	<b>Total Fee</b>	<b>\$16,009.62</b>	<b>\$0.00</b>	<b>\$16,009.62</b>	<b>\$16,010.00</b>
8	<b>6" Service Installation</b>				
9	Direct Labor	\$3,488.25	\$0.00	\$3,488.25	
10	Labor Overhead	\$1,682.33	\$0.00	\$1,682.33	
11	Travel	\$0.00	\$0.00	\$0.00	
12	Materials	\$11,329.91	\$0.00	\$11,329.91	
13	Equipment/Services	<u>\$2,352.00</u>	<u>\$0.00</u>	<u>\$2,352.00</u>	
14	<b>Total Fee</b>	<b>\$18,852.50</b>	<b>\$0.00</b>	<b>\$18,852.50</b>	<b>\$18,860.00</b>
15	<b>8" Service Installation</b>				
16	Direct Labor	\$4,360.32	\$0.00	\$4,360.32	
17	Labor Overhead	\$2,102.92	\$0.00	\$2,102.92	
18	Travel	\$0.00	\$0.00	\$0.00	
19	Materials	\$20,253.33	\$0.00	\$20,253.33	
20	Equipment/Services	<u>\$2,352.00</u>	<u>\$0.00</u>	<u>\$2,352.00</u>	
21	<b>Total Fee</b>	<b>\$29,068.56</b>	<b>\$0.00</b>	<b>\$29,068.56</b>	<b>\$29,070.00</b>
22	<b>10" Service Installation</b>				
23	Direct Labor	\$10,174.07	\$0.00	\$10,174.07	
24	Labor Overhead	\$4,906.80	\$0.00	\$4,906.80	
25	Travel	\$0.00	\$0.00	\$0.00	
26	Materials	\$31,762.28	\$0.00	\$31,762.28	
27	Equipment/Services	<u>\$4,866.00</u>	<u>\$0.00</u>	<u>\$4,866.00</u>	
28	<b>Total Fee</b>	<b>\$51,709.16</b>	<b>\$0.00</b>	<b>\$51,709.16</b>	<b>\$51,710.00</b>
29	<b>12" Service Installation</b>				
30	Direct Labor	\$10,174.07	\$0.00	\$10,174.07	
31	Labor Overhead	\$4,906.80	\$0.00	\$4,906.80	
32	Travel	\$0.00	\$0.00	\$0.00	
33	Materials	\$33,037.18	\$0.00	\$33,037.18	
34	Equipment/Services	<u>\$5,130.00</u>	<u>\$0.00</u>	<u>\$5,130.00</u>	
35	<b>Total Fee</b>	<b>\$53,248.06</b>	<b>\$0.00</b>	<b>\$53,248.06</b>	<b>\$53,250.00</b>

### 3.2.13. CITY OF BEAUMONT MORATORIUM AREA ADDITIONAL PAVING DEPOSITS

The additional paving deposits are a new, cost-based deposit to cover the service costs associated with this service, related to additional paving required by the City of Beaumont’s street moratorium. On November 19, 2019, the City of Beaumont adopted Ordinance No. 1113, placing a moratorium on recently paved or resurfaced streets. Due to Ordinance No. 1113, the District must follow stringent requirements to complete extensive repairs and/or improvements to the roadway following leak repair and/or maintenance which requires trenching in City streets that are subject to the moratorium. These deposits vary based on whether it is a short or long side and are based only on the additional dimensions required by Ordinance No. 1113. Said deposits are laid out in Table 3-32 below. The differential of the deposit and the actual costs incurred is returned to or collected from the customer.

**Table 3-32: City of Beaumont Moratorium Area Additional Paving Deposit (Short Side)**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$0.00	\$0.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>6,560.00</u>	<u>\$0.00</u>	<u>\$6,560.00</u>	
6	<b>Total Fee</b>	<b>\$6,560.00</b>	<b>\$0.00</b>	<b>\$6,560.00</b>	<b>\$6,560.00</b>

**Table 3-33: City of Beaumont Moratorium Area Additional Paving Deposit (Long Side)**

Line	Fee Calculation	Cost-Based A	Policy-Based B	Total Cost C = A + B	Proposed Fee D
1	Direct Labor	\$0.00	\$0.00	\$0.00	
2	Labor Overhead	\$0.00	\$0.00	\$0.00	
3	Travel	\$0.00	\$0.00	\$0.00	
4	Materials	\$0.00	\$0.00	\$0.00	
5	Equipment/Services	<u>\$12,500.00</u>	<u>\$0.00</u>	<u>\$12,500.00</u>	
6	<b>Total Fee</b>	<b>\$12,500.00</b>	<b>\$0.00</b>	<b>\$12,500.00</b>	<b>12,500.00</b>

# 4. Penalty Fees

Penalty fees are charged when users violate terms of agreement/service, a law, or other regulations. These fees are intended to not only recover costs but also change behavior. These penalty fees have a clear trigger and, according to Proposition 26, do not require a nexus linking the costs of providing the service and the fee. The Board may set all penalty fees, except where limitations are noted.

## 4.1. Late Fee Charges

A late fee is a policy-based charge to customers for making a required payment after the due date. The proposed fee is set at \$5.00 for a second notice and \$15.00 for a third notice as shown in Table 4-1.

Table 4-1: Late Fee Charges

Line	Description	
1	Second Notice Charge	\$5.00
2	Third Notice Charge	\$15.00

## 4.2. Returned Payment Charge

The return check fee is charged when a bank returns a payment for non-sufficient funds. This fee has been determined by the California Civil Code. Table 4-2 summarizes the proposed fee of \$25.00.

Table 4-2: Return Payment Charge

Line	Description	
1	Returned Payment Charge	\$25.00

## 4.3. Account Reinstatement Fee

The account reinstatement fee is charged to reinstate a customer account. This fee is policy-based on two hours of hourly work according to Resolution 2012-08. Table 4-3 summarizes the proposed fee of \$50.00.

Table 4-3: Account Reinstatement Fee

Line	Description	
1	Account Reinstatement Fee	\$50.00

## 4.4. Lien Processing Fee

The lien processing fee is charged to process a lien. This fee is policy-based according to Resolution 2012-08. Table 4-4 summarizes the proposed fee of \$170.00.

Table 4-4: Lien Processing Fee

Line	Description	
1	Lien Processing Fee	\$170.00

## 4.5. Water Restriction Bill Fee

The water restriction bill is charged when customers use water inappropriately during water restrictions. This proposed fee varies based on the consumption of the most recent bill and is outlined in Board Resolution 2022-12. The first violation is a written warning, the second violation is 10% of the customer's current bill, the third violation is 20% of the customer's current bill, the fourth violation is 30% of the customer's current bill, and the fifth violation is 50% of the customer's current bill.

## 4.6. Water Theft Prevention Fees

The water theft prevention fee is charged when the theft of water occurs. The proposed fee is a policy-based fee that has been set at \$1,150, as shown in Table 4-5. The broken or stolen lock fee is charge based on the cost to replace a lock broken off or stolen from the meter, also shown in the table below.

**Table 4-5: Water Theft Prevention Fees**

Line	Description	
1	Water Theft Prevention Fee	\$1,150.00
2	Broken or Stolen Lock Fee	\$20.00

## 4.7. Lost or Damaged Construction Meter

The lost or damaged construction meter fee is charged when a meter is broken or deemed unrecoverable. The proposed fee has been set at \$2,700 as shown in Table 4-6 based on the 3" construction meter deposit in Table 3-22.

**Table 4-6: Lost or Damaged Construction Meter**

Line	Description	
1	Lost/Damaged Construction Meter	\$2,650.00

## 4.8. Hit Fire Hydrant

The hit fire hydrant penalty is charged when a fire hydrant is broken. The proposed penalty has no set rate and instead varies per work order based on the cost of materials, labor, and water lost at the highest tiered rate.

**RESOLUTION 2022-\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT AMENDING THE DISTRICT'S POLICIES AND PROCEDURES MANUAL TO ADD POLICY 5031: USER FEE COST RECOVERY**

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

**WHEREAS**, on December 14, 2022 the Board accepted the Miscellaneous Fees Update report compiled by Raftelis Financial Consultants dated October 27, 2022; and

**WHEREAS**, the Board of Directors has determined that full cost recovery is not always appropriate and desires to set some fees below 100 percent cost recovery; and

**WHEREAS**, the Board of Directors has reviewed and considered the addition of Policy 5031 to the BCVWD Policies and Procedures Manual attached as Exhibit A and finds the policy relevant, acceptable, and accomplishes the goal of the Board,

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of the Beaumont-Cherry Valley Water District that the BCVWD Policies and Procedures Manual is amended to include Policy 5031 as attached hereto as Exhibit A.

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

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

ATTEST:

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Director Lona Williams, President of the Board of Directors of the Beaumont-Cherry Valley Water District

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Director David Hoffman, Secretary to the Board of Directors of the Beaumont-Cherry Valley Water District

Attachment – Exhibit A: Policy 5031 User Fee Cost Recovery



POLICY TITLE: USER FEE COST RECOVERY  
POLICY NUMBER: 5031

## Attachment 4

5031.1 **General.** The User Fee Cost Recovery Policy allows an ongoing, sound basis for setting fees that are periodically reviewed and updated based on predetermined, researched and supportable criteria.

User fee services are those performed by the District on behalf of a private citizen or group with the assumption that the costs of services benefiting individuals, and not society as a whole, should be borne by the individual receiving the benefit. However, in some circumstances it is reasonable to set fees at a level that does not reflect the full cost of providing service but to subsidize the service.

5031.2 **Establishment of Fees.** The Board shall establish fees and charges sufficient to recover the cost of operating and maintaining service, current operational needs of the District, including the financing of capital improvements in accordance with the Capital Improvement Program, or as determined in accordance with recovery targets as established by the Board.

5031.3 Fees shall not exceed the reasonable cost of the service.

5031.4 The Board has determined that full cost recovery is not always appropriate.

5031.5 **Collection of Fees and Charges.** The District shall strive to collect all fees and charges imposed, and shall actively pursue and settle delinquent accounts.

5031.5 **Review of Fees.** At least annually, the Board shall review the rates, fees and charges for service to ensure they are set at appropriate amounts to keep pace with the costs and levels of service delivery. Adoption of the annual budget, with the fee assumptions included therein, may constitute such a review.

A comprehensive analysis of the District's costs and fees should be performed at least every five years.

5031.6 **Standards.** The Rates, fees and charges for water service and related fees are set forth in the District's Rules Governing Water Service, Part 5: Charges – Appendix A.

5031.7 **Target Recovery Levels.** Target cost recovery levels are established in Exhibit A to this Policy.

Adopted by Resolution 22-XXX

EXHIBIT A – Target Cost Recoveries

		Percentage OR Dollar Amount of Fee	
	Type of Fee or Charge	Cost Recovery Percentage	Cost Recovery Dollar Amount
1	After Hours Call Out Fee	00% TBD	\$0.0
2	After Hours Call Out (SB 998) Fee	00% TBD	\$0.0
3	Bench Test Credit	00% TBD	\$0.0
4	Backflow Administration Fee	00% TBD	\$0.0
5	Meter Test 5/8-1" Inside	00% TBD	\$0.0
6	Meter Test 5/8-1" Outside	00% TBD	\$0.0
7	Meter Test 1.5-2" Inside	00% TBD	\$0.0
8	Meter Test 1.5-2" Outside	00% TBD	\$0.0
9	Water Theft Prevention Penalty	00% TBD	\$0.0
10	Water Theft Prevention Broken Lock	00% TBD	\$0.0
11	Lost / Damaged Construction Meter	00% TBD	\$0.0

Adopted by Resolution 22-XXX

**RESOLUTION 2022-\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
BEAUMONT - CHERRY VALLEY WATER DISTRICT  
AMENDING THE DISTRICT RULES AND REGULATIONS  
GOVERNING WATER SERVICE PART 5: CHARGES  
EFFECTIVE \_\_\_\_\_ AND  
SUPERSEDING RESOLUTION 2010-09**

**WHEREAS**, the Beaumont-Cherry Valley Water District (District) is authorized, pursuant to California Water Code 31007, to fix, prescribe, revise and collect fees and charges so as to yield an amount sufficient to pay the operating expenses of the District, provide for repairs and depreciation of works owned and / or operated by the District, pay the interest on any bonded debt, and provide a fund for payment of the principal of the bonded debt as it becomes due; and

**WHEREAS**, on November 9, 2022 the Board of Directors of the Beaumont-Cherry Valley Water District held a public hearing for the purpose of considering the adoption of a revised schedule of miscellaneous fees and charges and revisions to the District's Regulations Governing Water Service: Part 5: Charges; and

**WHEREAS**, the Board of Directors has determined that it is in the best interest of the District and desires to further amend the District's Regulations Governing Water Service: Part 5: Charges in order to revise certain charges, fees, and deposits, and to update certain provisions of the Regulations as shown on Exhibit A, attached hereto; and

**WHEREAS**, the charges and fees established herein reflect the estimated costs of providing the services for which those charges and fees are levied, pursuant to the Miscellaneous Fees as adopted with Resolution 2022-\_\_\_\_\_; and

**WHEREAS**, the Board of Directors has carefully considered and finds the proposed revisions to the District's Regulations Governing Water Service: Part 5: Charges as set forth in the attachment hereto marked Exhibit "A" to be necessary for the District's continued recovery of costs of service, are in compliance with State law, and are in the best interests of the District and its customers,

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

1. The Beaumont-Cherry Valley Water District's Regulations Governing Water Service: Part 5: Charges as set forth in the attachment hereto marked Exhibit "A" and incorporated herein by this reference are hereby adopted and shall become effective on \_\_\_\_\_
2. To the extent that the terms and provisions of this Resolution may be inconsistent or in conflict with the terms and conditions of any prior ordinance, resolution, rule or regulation concerning Part 5-2 through 5-16 of the Regulations Governing Water Service the terms of this Resolution shall prevail, and any such inconsistent and conflicting provisions of prior ordinance, resolution, rule or regulation are hereby superseded
3. If any provision of this Resolution or application thereof to any person or circumstance is held invalid, no other provision of this Resolution shall be affected thereby

4. The Part 5 revisions as set forth are not discriminatory or excessive, will comply with Government Code Sections 54340 et. seq., and will otherwise comply with law.

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

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

*DRAFT UNTIL ADOPTED*

*DRAFT UNTIL ADOPTED*

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Director Lona Williams, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

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Director David Hoffman, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

**PART 5      CHARGES**

The rates, fees, and charges for water service and related fees are set forth in Part 5 Appendix A: Water Service Charges, Deposits, and Miscellaneous Fees which is attached to the Regulations and incorporated herein by reference. The Board of Directors reserves the right to change the schedule of charges and fees periodically or at any time.

**5-1      SERVICE CHARGE**

The basis for bi-monthly service charges will be as follows:

**5-1.1.1 DOMESTIC.** For all metered domestic water service connections located within or outside of the boundaries of the District, a bi-monthly charge for water service will consist of a fixed meter charge (base rate or minimum bill) plus a charge for water used (commodity rate).

**5-1.1.2 SCHEDULED IRRIGATION.** A charge for distribution of scheduled irrigation water through permanently set meters, shall be adjusted from time to time on a schedule prepared by the Board. Scheduled irrigation is further defined in Part 13 of these regulations.

**5-1.1.3 DOMESTIC IRRIGATION.** A charge for distribution of domestic irrigation water will be determined as set forth in Part 13 of these regulations.

**5-1.1.4 MULTIPLE RESIDENTIAL –** Where a premises containing multiple residential housing units is served by one (1) meter or service connection, the bi-monthly service charge will be assessed based on the size of the meter that services the property, regardless of the number of dwellings. The charges for water used differs from the tiered single family residential rate due to the additional living (dwelling) units on site and the increased demand on the meter or service connection.

**5-1.1.5 MULTIPLE COMMERCIAL –** Where a premises containing multiple commercial units is served by one (1) meter or service connection, the bi-monthly service charge will be assessed based on the size of the meter that services the property regardless of the number of dwellings. The charges for water used differs from the single commercial rate due to the additional commercial units on site and the increased demand on the meter or service connection.

**Beaumont-Cherry Valley Water District  
REGULATIONS GOVERNING WATER SERVICE – PROPOSED REVISION**

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**5-1.2 FIXED METER CHARGE**

NOTE: Non-residential accounts that are billed on a monthly basis will be pro-rated at one-half (1/2) of the bi-monthly fixed water charge.

**5-1.2.1 BI-MONTHLY POTABLE AND NON-POTABLE METER SERVICE CHARGES:**

Applicable to Domestic and Commercial services

Meter Size	Effective March 2020	January 2021	January 2022	January 2023	January 2024
5/8"	\$ 22.58	\$ 24.17	\$ 25.87	\$ 27.69	\$ 29.63
3/4"	\$ 31.13	\$ 33.31	\$ 35.65	\$ 38.15	\$ 40.83
1"	\$ 48.24	\$ 51.62	\$ 55.24	\$ 59.11	\$ 63.25
1-1/2"	\$ 91.01	\$ 97.39	\$ 104.21	\$ 111.51	\$ 119.32
2"	\$ 142.33	\$ 152.30	\$ 162.97	\$ 174.38	\$ 186.59
3"	\$ 304.84	\$ 326.18	\$ 349.02	\$ 373.46	\$ 399.61
4"	\$ 544.34	\$ 582.45	\$ 623.23	\$ 666.86	\$ 713.55
6"	\$ 1,117.43	\$ 1,195.66	\$ 1,279.36	\$ 1,368.92	\$ 1,464.75
8"	\$ 2,400.46	\$ 2,568.50	\$ 2,748.30	\$ 2,940.69	\$ 3,146.54
10"	\$ 3,597.95	\$ 3,849.81	\$ 4,119.30	\$ 4,407.66	\$ 4,716.20
12"	\$ 4,538.84	\$ 4,856.56	\$ 5,196.52	\$ 5,560.28	\$ 5,949.50

**5-1.2.2 BI-MONTHLY PRIVATE FIRE SERVICE CHARGES:**

Meter Size	Effective March 2020	January 2021	January 2022	January 2023	January 2024
4"	\$ 44.25	\$ 47.35	\$ 50.67	\$ 54.22	\$ 58.02
6"	\$ 118.12	\$ 126.39	\$ 135.24	\$ 144.71	\$ 154.84
8"	\$ 245.52	\$ 262.71	\$ 281.10	\$ 300.78	\$ 321.84
10"	\$ 437.17	\$ 467.78	\$ 500.53	\$ 535.57	\$ 573.06
12"	\$ 702.78	\$ 751.98	\$ 804.62	\$ 860.95	\$ 921.22

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**5-1.2.3 GENERAL PROVISIONS.** When service is started or discontinued during the month, the charge will be determined as follows:

1. Permanent Service Connection:
  - a. For service connections started after the 1<sup>st</sup> day of the billing period, the service charge will be pro-rated for said billing period.
  - b. For service connections discontinued within the billing period, the service charge will be based on the full billing periods of active service.
2. Temporary Service Connection:  
The charge will be pro-rated.

**5-1.3 CHARGE FOR WATER USED (Quantitative Use):**

Commodity charges are billed on a per unit basis for water consumption registered by the water service meter. One unit is 100 cubic feet (hcf or ccf) of water, which is equal to 748 gallons.

Customer Class	Units* (ccf)	March 2020	January 2021	January 2022	January 2023	January 2024
Single Family						
Tier 1	16	\$ 0.66	\$ 0.71	\$ 0.76	\$ 0.82	\$ 0.88
Tier 2	34	\$ 0.81	\$ 0.87	\$ 0.94	\$ 1.01	\$ 1.09
Tier 3	34+	\$ 1.36	\$ 1.46	\$ 1.57	\$ 1.68	\$ 1.80
Multi-Family	Uniform	\$ 1.01	\$ 1.09	\$ 1.17	\$ 1.26	\$ 1.35
Commercial / Industrial	Uniform	\$ 0.95	\$ 1.02	\$ 1.10	\$ 1.18	\$ 1.27
Fire Service	Uniform	\$ 1.17	\$ 1.26	\$ 1.35	\$ 1.45	\$ 1.56
Landscape Irrigation	Uniform	\$ 1.06	\$ 1.14	\$ 1.22	\$ 1.31	\$ 1.41
Schedule Irrigation	Uniform	\$ 1.06	\$ 1.14	\$ 1.22	\$ 1.31	\$ 1.41
Construction	Uniform	\$ 1.17	\$ 1.26	\$ 1.35	\$ 1.45	\$ 1.56
Non-Potable	Uniform	\$ 0.72	\$ 1.02	\$ 1.04	\$ 1.06	\$ 1.07

\*Units shown are based on bi-monthly billing cycle for single-family customer class

**5-1.4 ADJUSTMENT OF PASS-THROUGH CHARGES**

**SCE POWER CHARGE:** To account for fluctuations in District costs to provide water service, the consumption based pass-through service charge may be adjusted as necessary by the District by an amount equal to any incremental adjustments imposed on the District for the cost of energy purchased from Southern California Edison (SCE) upon 30 days' notice. This is the cost of electricity to pump and deliver water to the consumer. It includes all SCE power charges for operation of pumps and wells in the water system. Beaumont-Cherry Valley Water District strives to operate during SCE Time of Use (off-peak and mid-peak) in order to maintain lower rates for the consumer.

**Beaumont-Cherry Valley Water District  
REGULATIONS GOVERNING WATER SERVICE – PROPOSED REVISION**

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**Amended 00/00/2022 – RESOLUTION 2022-00**

**IMPORTED WATER CHARGE:** The pass-through charges for imported water may be adjusted as necessary by the District by an amount equal to any adjustments for the cost of water purchased from the San Geronio Pass Water Agency (SGPWA) or other water supplier upon 30 days' notice. Adjustments shall not be made in an amount that exceeds the cost of that water.

**5-1.5 DROUGHT SURCHARGES**

In the event that the District activates its Water Shortage Contingency Plan (WSCP), water supply drought rates may be applied as approved by the Board of Directors. 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 Charge, per unit of water, at the date of adoption. The Surcharge Rate in effect is dependent on the drought stage declared.

	Stage 1	Stage 2	Stage 3	Stage 4
Reduction in Use	10%	20%	30%	40%
Surcharge	\$.017	\$0.36	\$0.60	\$0.92

**5-1.6 ESTIMATING WATER USAGE.** Where a meter is damaged or is not operational, and the District is unable to 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 on 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 available.

**5-1.7 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 within the billing period based on the final date of service, along with all consumption related charges.



**5-2 CAPACITY CHARGES (FACILITIES FEES)**

**5-2.1** The Capacity Charge is the charge for the type and size of water service connection desired. Such regular charge shall be paid in advance by the applicant. Where there is no regular charge, the District reserves the right to require the applicant to deposit an amount equal to the estimated cost of such service connection.

**5-2.2** Capacity Charges are due and payable upon execution of the mainline extension agreement.

**5-2.3** Where fire flow exceeds the 1,000 gallons-per-minute (gpm) for a two-hour duration (120,000 gallons), the applicant will pay its pro-rata share for additional fire protection storage for the volumetric differential above 120,000 gallons at a rate of \$0.05 per gallon. Where a development proposes multiple buildings or structures, the building or structure with the greatest volumetric demand shall be considered the project standard.

**5-2.4 Capacity Charges Schedules.** Capacity Charges for the properties enumerated below are located in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-2.5.1 SINGLE FAMILY RESIDENTIAL.** Includes detached residential dwelling units served by meters up to 1-inch.

**5-2.5.2 MULTIPLE FAMILY RESIDENTIAL PROPERTY.** The Capacity Charge is based on an equivalent dwelling unit (EDU) and includes apartments, duplexes, attached (multiple unit) townhouses, condominiums, mobile home parks, and other developments with multiple residential units served by one (1) meter and separate irrigation meters (where applicable) as designated by the District.

**5-2.5.3 COMMERCIAL PROPERTY.** Capacity Charges for commercial property shall be calculated on a case-by-case basis, comparing the projected water use of the commercial center, motel, and/or hotel to that of an equivalent dwelling unit (EDU) (580 gallons per day per EDU).

**5-2.5.4 INDUSTRIAL PROPERTY.** Capacity Charges for industrial facilities will be based on a case-by-case basis, comparing the projected water use by the industrial facility to that of an equivalent dwelling unit (EDU) (580 gallons per day per EDU).

**5-2.5.5 INSTITUTIONAL PROPERTY.** Capacity Charges for institutional facilities will be based on a case-by-case basis, comparing the projected water use by the institutional facility to that of an equivalent dwelling unit (EDU) (580 gallons per day per EDU).

**5-3 WATER SERVICE INSTALLATION CHARGES (METER INSTALL)**

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 is located in Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-3.1** Service installation charges for service connections with larger than 2” meters will be billed on a time and materials basis.

**5-3.2** Service installation charges are lower in-tract, as water service connections (service laterals) will have previously been installed / established by the developer.

**5-3.3** The non-tract charge is for physical installation of meter, meter box, service lateral, and appurtenances (including pavement repair) and is adjusted from time to time by the Board of Directors.

**5-3.4 Encroachment Permit Fee (City of Beaumont).** This encroachment permit fee reflects the average cost of the permit from the City of Beaumont, for streets that are not subject to the City’s paving moratorium and is not assessed on service installation activities outside the City of Beaumont.

**5-3.5 Encroachment Permit Fee (County of Riverside).** This encroachment permit fee reflects the average cost of the permit from the County of Riverside and is not assessed on service installation activities outside the County of Riverside.

**5-3.6 Encroachment Permit Fee (City of Calimesa).** This encroachment permit fee reflects the average cost of the permit from the City of Calimesa and is not assessed on service installation activities outside the City of Calimesa.

**5-3.7 Encroachment Permit Fee (City of Beaumont – Moratorium Streets).** This encroachment permit fee reflects the average cost of the permit from the City of Beaumont for streets that are subject to the City’s paving moratorium and is not assessed on service installation activities outside the City of Beaumont.

**5-4 FRONT FOOTAGE FEES**

**5-4.1 Front Footage Fees / Reimbursement Agreement.** Where a Reimbursement Agreement (or an agreement of like or similar kind) exists, the applicant shall pay the District the amount specified in the Reimbursement Agreement or as required in section 5-6.2 and the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**Beaumont-Cherry Valley Water District  
REGULATIONS GOVERNING WATER SERVICE – PROPOSED REVISION**

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**5-4.2 Residential Service – No Reimbursement Agreement.** Where there is no Reimbursement Agreement the applicant shall pay to the District the per linear foot amount located in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees for the pipeline crossing the frontage.

**5-4.3 Commercial Service – No Reimbursement Agreement.** Where there is no Reimbursement Agreement the applicant shall pay to the District the per linear foot amount located in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees for the pipeline crossing the frontage.

**5-4.4 Front Footage Fees, Corner Lot.** Where a corner lot requesting water is not subject to a Reimbursement Agreement, the fees will be equal to those set forth in the preceding subsection for all frontages.

**5-5 CONSTRUCTION METER CHARGES AND DEPOSITS**

Each applicant for a construction meter shall pay a deposit as set forth in Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees. When an applicant requires a meter that is larger than what the District supplies, the applicant shall provide said meter and certification as to the accuracy of the applicant-provided meter and provide the District with access to read said meter daily.

There will be a new account charge for construction meters. The charges and deposits for construction water meter service are located in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

Repairs to damaged District construction meters and backflow devices will be charged at prevailing time and material rates to repair the meter.

**5-6 DEPOSITS: ENGINEERING PLAN REVIEW, SUPPORT AND PROCESSING / INSPECTIONS**

**5-6.1 Calculation.** Plan checking, engineering, and other engineering-related deposits shall be paid prior to commencement of work or initiation of service (where applicable) as shown in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-6.2 Payment of Deposit.** The applicant shall deposit the estimated cost of the engineering and inspection services prior to commencement of work and/or as part of the Water Main Extension and Facilities Construction Agreement. When the engineering and/or inspection charges exceed 75 percent of the deposit, the applicant shall make additional deposits as required by the District Engineer prior to any additional engineering services and/or inspection.

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**5-6.3 Refund.** The District will refund any excess funds following the dedication of the facilities from the developer to the District and the acceptance of the facilities by the District.

**5-7 FIRE PROTECTION SERVICE**

Deposits may be adjusted from time to time by the District Engineer.

**5-7.1 Fire Hydrant Installation Deposit.** A hydrant to be installed by the District will require a deposit for the work. Deposit amounts are listed in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees. Such deposits shall be paid in advance by the applicant.

**5-7.2 Fire Service Installation.** Should an applicant request a fire service installation, an estimate (materials, labor, administrative, and other costs) will be provided by District staff in accordance with the estimated deposits listed in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-7.3 Fire flow requirements** for each project are determined by the Riverside County Fire Department, or Cal Fire.

**5-7.3.1** Fire service connection shall be completed by the property owner or developer.

**5-7.3.2** Should the property owner request the installation be performed by the District, District staff will perform a field inspection to determine site specific construction conditions and requirements and make a determination of the District's availability to perform the installation of the service.

**5-7.3.3** All relevant work by the District pertaining to fire service installation shall be charged to the project owner on a time and material basis. Additional billing and/or credits will be issued following installation and acceptance of the installation by the Fire Department. Installation charges will be estimated by the District based on availability of District staff to complete the work.

**5-8 CUSTOMER ACCOUNT-RELATED USER FEES**

Refer to Part 5 Appendix A: Water Service Charges, Deposits, and Miscellaneous Fees for itemized amounts associated with all of the following:

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**5-8.1 Service Initiation Charge:** There is no charge to turn on a service connection for which proper application has been made and approved if the turn-on can be made during Water Service Business Hours: between 8:00 a.m. and 5:00 p.m. Monday through Thursday. The charge for any authorized turn-on made outside of these hours will be the After Hours Call Out Charge as described in 5-8.3.

**5-8.2 Service Reconnect Charge (After Water Service Business Hours SB 998).** This charge covers the reasonable District costs for disconnection and reconnection during all times outside of Water Service Business Hours, of service connections which are in violation of the provisions contained herein. In accordance with SB 998, the maximum charge is \$100 per occurrence.

**5-8.3 Service Reconnect Charge (After Water Service Business Hours Call Out).** This charge covers the reasonable District costs for service evaluation during all times outside of Water Service Business Hours.

**5-8.4 Credit Card Processing Fees.** Fees that are based on charges the District is assessed by banks to process card payments. The fee for cards used to make water utility billing payments is different from that for cards used to make all other types of payments.

**5-8.5 Credit Check Fees.** Fees that are based on the costs incurred to investigate a customer's creditworthiness, including labor, equipment, and services.

**5-8.6 Meter Testing.** Charges for outside contractor (third-party) or in-house testing of meters are found in Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-8.7 Backflow Prevention Devices**

**5-8.7.1 Administrative Charge.** A charge shall be applied to each service connection with a backflow preventive device installed as indicated on the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees. The charge is for the administrative portion of the program only. The owner of the backflow device is responsible for the maintenance and annual testing of the backflow preventive device as set forth in Part 11.

**5-8.7.2 Installation Fee.** Installation of new backflow prevention assemblies completed by the District will be billed to the customer at actual cost.

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**5-9 CUSTOMER ACCOUNT-RELATED DEPOSITS**

**5-9.1 Determination.** Based on the results of the credit check, customers are charged a deposit pursuant to Rule 4-1.5.1.

**5-10 CUSTOMER ACCOUNT-RELATED PENALTIES**

Refer to Part 5 Appendix A: Water Service Charges, Deposits, and Miscellaneous Fees for itemized amounts associated with all of the following:

**5-10.1 Late Charges.** Rates and charges which are not paid on or before the due dates shall be subject to various late fee charges, including but not limited to a Second Notice Charge and a Third Notice Charge, if applicable.

**5-10.2 Account Reinstatement Charge.** The reinstatement charge is the charge which covers reasonable District when water service is subject to impending termination.

**5-10.3 Lien Processing Fee.** A fee is charged to recover the costs associated with recording a lien on an account, including but not limited to, staff time, notary services, filing of required documents with the County Recorder. and mileage to and from the County Recorder's office.

**5-10.4 Return Payment Fee.** A return payment fee is a charge which covers the reasonable administrative cost and banking charges for processing a returned payment.

**5-11 ENGINEERING-RELATED PENALTIES**

**5-11.1 Water Theft Prevention – Illegal Jumper.** This charge shall be charged to any person, organization, or agency for each unauthorized use of District water or for tampering in any manner with any meter belonging to the District where this tampering shall affect the accuracy of such meter. The unauthorized use of water charge is hereby established at the rate set forth in in Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees for a first occurrence and each subsequent occurrence. In severe cases, the water meter may be removed, and additional charges will be incurred. All damages will be charged to the property owner at current labor, time, and material rates.

**5-11.2 Water Theft Prevention (Broken or Stolen Lock).** This charge shall be charged to any person, organization, or agency for breaking, stealing, or otherwise tampering with the District's locking device on a meter and is based on the cost to replace a lock broken off or stolen from the meter.

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**5-12 MISCELLANEOUS CHANGES, UPGRADES, DOWNGRADES, AND ADDITIONAL UNITS**

**5-12.1 Scheduled Irrigation Meter Exchange.** Where a property or lot has been previously served by a schedule irrigation meter, as defined in Part 13 of these Regulations, the property owner may exchange his or her 1” or 1 ½” or 2” Scheduled irrigation meter for a 1” domestic meter. The exchange shall occur without additional capacity charge requirements.

**5-12.1.1** Installation and retirement costs: The applicant shall be responsible for water service installation charges per Section 5-3. Additionally, the applicant shall reimburse the District for labor and equipment costs associated with the retirement of the scheduled irrigation meter.

**5-12.1.2** Additionally, applicant shall pay all costs for installation of 1” Domestic Meter and Service pursuant to Section 5-3: Water Service Installation Charge.

**5-12.2 Downgrades.** Where a meter is exchanged for a smaller meter, while still meeting State and/or Fire requirements, no capacity charge will be imposed, and no refund or credit will be made or given.

**5-12.3 Addition of Dwelling / Commercial Units.** Where additional dwelling or commercial units are created by the addition to or division or remodeling of any existing, free standing single family or multiple family residential structure or any existing, free standing commercial or multiple commercial structure, a capacity charge or pro rata share thereof shall be imposed on each such unit as per the schedules set forth above and in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees as appropriate.

**5-12.4 Multiple Family Residential Rate.** The multiple family residential rate shall apply to the multiple dwelling units in each free standing multiple residential structure on a property; each additional free standing multiple family residential structure on that same property will require a separate meter and a capacity charge will be imposed on each dwelling unit therein per subsection 5-2 above and as enumerated in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-12.5 Multiple Commercial Property Rate.** The multiple commercial property rate shall apply to the commercial units in each free-standing commercial structure on a property; each additional free standing multiple commercial structure on that same property will require a separate meter, and a capacity charge will be imposed on each commercial unit therein per subsection 5-2 above and as enumerated in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

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**5-13 OTHER SERVICES**

Whenever the District performs a service not specifically listed in these rules and regulations or covered by a charge or fee described herein, the person for whom the service is being performed shall pay a reasonable fee. A deposit toward the fee shall be established by the corresponding department and shall be paid prior to work being performed. The fee shall be calculated on a time and material basis.

**5-14 RELOCATION**

The consideration and charge for the relocation of facilities other than a meter or permanent service connection is determined by the Board of Directors.

**5-15 DEPOSIT AND CHARGES FOR RECYCLING / RECLAMATION STUDY**

The applicant for new commercial / industrial / institutional service shall make a deposit for an engineering study to determine the feasibility of onsite recycling / reclamation as determined by the General Manager. If the actual cost of such study as performed is more or less than said deposit, the applicant shall pay the difference upon receipt of an invoice therefore by the District or shall be given a credit against other charges, as appropriate.

**5-16 PAYMENT**

Any deposits, fees, or charges, as may be required, shall be paid prior to the District issuing a financial arrangements letter to any public or private agency, State of California, or prior to the District providing service, whichever comes first.



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**PART 5 APPENDIX A**

**WATER SERVICE CHARGES, DEPOSITS, AND MISCELLANEOUS FEES  
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**1. CAPACITY CHARGES (Facilities Fees)**

Equivalent Dwelling Unit (EDU) = 580 gallons per day

Single Family Residential	Per EDU	\$10,222
Multiple Family Residential	Per EDU	\$6,073
Commercial Property	Calculated on a case-by-case basis	
Industrial Property	Calculated on a case-by-case basis	
Institutional Property	Calculated on a case-by-case basis	

**2. WATER SUPPLY**

<b>Cost of Water Supply</b>			
Wells	\$1,936	Transmission (=16")	\$1,568
Water Rights (SWP)	\$1,225	Storage	\$2,008
Water Treatment Plant	\$921	Booster	\$139
Local Water Resources	\$485	Pressure Reducing Stations	\$71
Recycled Water Facilities	\$1,402	Miscellaneous Projects	\$62
<b>SUBTOTAL</b>	<b>\$5,969</b>	<b>SUBTOTAL</b>	<b>\$9,818</b>

Financing Costs	\$305
<b>TOTAL</b>	<b>\$10,122</b>

**3. WATER SERVICE INSTALLATION CHARGE**

<b>METER SIZE</b>	<b>NON-TRACT (Short Side)</b>	<b>NON-TRACT (Long Side)</b>	<b>IN-TRACT</b>
5/8"	\$6,680.00	\$12,590.00	\$1,120.00
3/4"	\$6,710.00	\$12,700.00	\$1,140.00
1.0"	\$6,780.00	\$12,770.00	\$1,210.00
1.5"	\$7,000.00	\$13,350.00	\$730.00
2.0"	\$7,240.00	\$13,600.00	\$980.00

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**4. CONSTRUCTION METER DEPOSIT**

<b>Water Usage Rate (see Section 5-1.3)</b>	
1" Construction Meter Deposit	\$500
3" Construction Meter Deposit	\$2,650

**5. ENGINEERING-RELATED DEPOSITS**

*Deposits may be adjusted from time to time by the District Engineer*

Will-Serve	\$500
Fire Flow	\$700
Water Supply Assessment (WSA)	
WSA Prepared by Developer	\$5,000
WSA prepared by District	\$10,000
Plan of Service	
Prepared by Developer	\$5,000
Prepared by District	\$10,000

LAFCO Annexation	\$5,000
Inspection Charges (typical tract)	\$15,000
Plan Check Deposit <5 sheets	\$3,000
Plan Check Deposit 5 – 9 sheets	\$5,000
Plan Check Deposit >=10 sheets	\$7,500
GIS services (per meter) residential	\$210
GIS services (per meter) commercial	\$710
Fire Hydrant	\$19,150
Encroachment Permit (City of Beaumont – moratorium area) (short side)	\$6,560
Encroachment Permit (City of Beaumont – moratorium area) (long side)	\$12,500

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**6. FIRE PROTECTION SERVICE INSTALLATION**

Size of service	Fee
4" Fire Service Installation	\$16,010
6" Fire Service Installation	\$18,860
8" Fire Service Installation	\$29,070
10" Fire Service Installation	\$51,710
12" Fire Service Installation	\$53,250

**7. MISCELLANEOUS FEES**

Customer Account-Related User Fees		
After Hours Call Out		
After Hours Call Out (SB 998)		
Credit Card Processing (UB)		\$2.50
Credit Card Processing (non-UB)		3%
Credit Check Fee		\$10.00
Bench Test Credit		
Meter Testing done in-house	5/8" to 1" meters	
	1.5" to 2" meters	
Testing done by outside contractor	5/8" to 1" meters	
	1.5" to 2" meters	
Backflow Administration		

Customer Account-Related Deposits (Pursuant to Rule 4-1.5.1)		
Customer Deposit – Low		\$0.00
Customer Deposit – Medium		\$150.00
Customer Deposit – High		\$250.00

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<b>Customer Account-Related Penalties</b>	
Second Notice Charge	\$5.00
Third Notice Charge	\$15.00
Account Reinstatement Charge	\$50.00
Lien Processing Fee	\$170.00
Returned Payment Charge	\$25.00
Water Restriction Penalty	Varies based on consumption on the most recent bill

<b>Engineering-Related Penalties</b>	
Water Theft Prevention (illegal jumper) (unauthorized connection)	\$1,150.00
Water Theft Prevention (broken or stolen lock)	\$20.00
Lost / damaged construction meter	\$2,650.00
Hit Fire Hydrant	Per Work Order

**8. SCHEDULED IRRIGATION PROPERTY – Per meter**

<b>METER SIZE</b>	<b>AMOUNT OF FEE</b>
1.0 inch	\$1,000
1.5 inch	\$2,000
2.0 inch	\$3,000

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### PART 5 CHARGES

The rates, fees, and charges for water service and related fees are set forth in Part 5 Appendix A: Water Service Charges, Deposits, and Miscellaneous Fees which is attached to the Regulations and incorporated herein by reference. The Board of Directors reserves the right to change the schedule of charges and fees periodically or at any time.

#### **5-1 SERVICE CHARGE: GENERAL PROVISIONS:**

The basis for bi-monthly service charges will be as follows:

**5-1.1.1 DOMESTIC** – For all metered domestic water service connections located within or outside the boundaries of the District, a bimonthly charge for water service will consist of a fixed service charge (base rate or minimum bill) plus a charge for water used (commodity rate).

**5-1.1.2 SCHEDULED IRRIGATION** – A charge for distribution of scheduled irrigation water through permanently set meters, shall be adjusted from time to time on a schedule prepared by the Board. Scheduled irrigation is further defined in Part 13 of these regulations.

**5-1.1.3 DOMESTIC IRRIGATION** – A charge for distribution of domestic irrigation water, will be determined as set forth in Part 13 of these regulations.

**5-1.1.4 MULTIPLE RESIDENTIAL** – Where a premises containing multiple residential housing units is served by one (1) meter or service connection, the bi-monthly service charge will be assessed based on the size of the meter that services the property, regardless of the number of dwellings. The charges for water used differs from the tiered single family residential rate due to the additional living (dwelling) units on site and the increased demand on the meter or service connection.

**5-1.1.5 MULTIPLE COMMERCIAL** – Where a premises containing multiple commercial units is served by one (1) meter or service connection, the bi-monthly service charge will be assessed based on the size of the meter that services the property regardless of the number of dwellings. The charges for water used differs from the single commercial rate due to the additional commercial units on site and the increased demand on the meter or service connection.

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**5-1.2 FIXED WATER METER CHARGE**

Note: Non-residential accounts that are billed on a monthly basis will be pro-rated at one-half (1/2) of the Bi-Monthly fixed water charge.

**5-1.2.1 BI-MONTHLY POTABLE AND NON-POTABLE METER SERVICE CHARGES:**

Applicable to Domestic and Commercial services

Meter Size	Effective March 2020	January 2021	January 2022	January 2023	January 2024
5/8"	\$ 22.58	\$ 24.17	\$ 25.87	\$ 27.69	\$ 29.63
3/4"	\$ 31.13	\$ 33.31	\$ 35.65	\$ 38.15	\$ 40.83
1"	\$ 48.24	\$ 51.62	\$ 55.24	\$ 59.11	\$ 63.25
1-1/2"	\$ 91.01	\$ 97.39	\$ 104.21	\$ 111.51	\$ 119.32
2"	\$ 142.33	\$ 152.30	\$ 162.97	\$ 174.38	\$ 186.59
3"	\$ 304.84	\$ 326.18	\$ 349.02	\$ 373.46	\$ 399.61
4"	\$ 544.34	\$ 582.45	\$ 623.23	\$ 666.86	\$ 713.55
6"	\$ 1,117.43	\$ 1,195.66	\$ 1,279.36	\$ 1,368.92	\$ 1,464.75
8"	\$ 2,400.46	\$ 2,568.50	\$ 2,748.30	\$ 2,940.69	\$ 3,146.54
10"	\$ 3,597.95	\$ 3,849.81	\$ 4,119.30	\$ 4,407.66	\$ 4,716.20
12"	\$ 4,538.84	\$ 4,856.56	\$ 5,196.52	\$ 5,560.28	\$ 5,949.50

**5-1.2.2 BI-MONTHLY PRIVATE FIRE SERVICE CHARGES:**

Meter Size	Effective March 2020	January 2021	January 2022	January 2023	January 2024
4"	\$ 44.25	\$ 47.35	\$ 50.67	\$ 54.22	\$ 58.02
6"	\$ 118.12	\$ 126.39	\$ 135.24	\$ 144.71	\$ 154.84
8"	\$ 245.52	\$ 262.71	\$ 281.10	\$ 300.78	\$ 321.84
10"	\$ 437.17	\$ 467.78	\$ 500.53	\$ 535.57	\$ 573.06
12"	\$ 702.78	\$ 751.98	\$ 804.62	\$ 860.95	\$ 921.22

**NOTE:**

~~Where fire flow exceeds the required flow rate for the duration set by the Fire Department, each development will pay their pro-rata share for extra fire protection storage equal to \$0.05 per gallon per minute.~~

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**5-1.2.1 GENERAL PROVISIONS** – When service is started or discontinued during the month, the charge will be determined as follows:

1. Permanent Service Connection:
  - a) For service connections started after the 1st day of the billing period, the service charge will be pro-rated for said billing period.
  - b) For service connections discontinued within the billing period, the service charge will be based on the full billing periods of active service.
2. Temporary Service Connection: The charge will be pro-rated.

**5-1.3 CHARGE FOR WATER USED (Quantitative Use):**

Commodity charges are billed on a per unit basis for water consumption registered by the water service meter. One unit is 100 cubic feet (hcf or ccf) of water, which is equal to 748 gallons.

Customer Class	Monthly Tiers Units* (ccf)	March 2020	January 2021	January 2022	January 2023	January 2024
Single Family						
Tier 1	16	\$ 0.66	\$ 0.71	\$ 0.76	\$ 0.82	\$ 0.88
Tier 2	34	\$ 0.81	\$ 0.87	\$ 0.94	\$ 1.01	\$ 1.09
Tier 3	34+	\$ 1.36	\$ 1.46	\$ 1.57	\$ 1.68	\$ 1.80
Multi-Family	Uniform	\$ 1.01	\$ 1.09	\$ 1.17	\$ 1.26	\$ 1.35
Commercial / Industrial	Uniform	\$ 0.95	\$ 1.02	\$ 1.10	\$ 1.18	\$ 1.27
Fire Service	Uniform	\$ 1.17	\$ 1.26	\$ 1.35	\$ 1.45	\$ 1.56
Landscape Irrigation	Uniform	\$ 1.06	\$ 1.14	\$ 1.22	\$ 1.31	\$ 1.41
Scheduled Irrigation	Uniform	\$ 1.06	\$ 1.14	\$ 1.22	\$ 1.31	\$ 1.41
Construction	Uniform	\$ 1.17	\$ 1.26	\$ 1.35	\$ 1.45	\$ 1.56
Non-Potable	Uniform	\$ 0.72	\$ 1.02	\$ 1.04	\$ 1.06	\$ 1.07

\*Units shown are based on bi-monthly billing cycle for single-family customer class

**5-1.3.1 ADJUSTMENT OF PASS-THROUGH CHARGES**

SCE POWER CHARGE: To account for fluctuations in District costs to provide water service, the consumption based pass-through service charge may be adjusted as necessary by the District by an amount equal to any incremental adjustment imposed on the District for the cost of energy purchased from Southern California Edison (SCE) upon

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30 days’ notice.

This is the cost of electricity to pump and deliver water to the consumer. It includes all SCE charges for operation of pumps and wells in the water system. Beaumont-Cherry Valley Water District strives to operate during SCE Time of Use (off-peak and mid-peak) in order to maintain lower rates for the consumer.

IMPORTED WATER CHARGE: The pass-through charges for imported water may be adjusted as necessary by the District by an amount equal to any adjustments for the cost of water purchased from the San Geronio Pass Water Agency (SGPWA) or other water supplier upon 30 days’ notice. Adjustments shall not ~~increase or decrease by~~ be made in an amount that exceeds the cost of ~~imported that~~ water.

**5-1.4 DROUGHT SURCHARGES**

In the event that the District activates its Water Shortage Contingency Plan (WSCP), water supply drought rates may be applied as approved by the Board of Directors. 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, Charge, per unit of water, at the date of ~~presentation~~ adoption. The Surcharge Rate in effect is dependent on the drought stage declared.

	Stage 1	Stage 2	Stage 3	Stage 4
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 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 within the billing period based on the final date of service, along with all consumption related charges.



**5-2 CAPACITY CHARGES (FACILITIES FEES) CHARGE**

**5-2.1** The Capacity Charge is the charge for the type and size of water service connection desired. Such regular charge shall be paid in advance by the applicant. Where there is no regular charge, the District reserves the right to require the applicant to deposit an amount equal to the estimated cost of such service connection.

**5-2.2** Capacity Charges are due and payable upon execution of the mainline extension agreement.

**5-2.3** Where fire flow exceeds the 1,000 gallons-per-minute (gpm) for a two-hour duration (120,000 gallons), the applicant will pay its pro-rata share for additional fire protection storage for the volumetric differential above 120,000 gallons at a rate of \$0.05 per gallon. Where a development proposes multiple buildings or structures, the building or structure with the greatest volumetric demand shall be considered the project standard.

**5-5.1 SCHEDULES**

**5-2.4 Capacity Charges Schedules.** Capacity charges for the properties enumerated below are located in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-2.4.1 SINGLE FAMILY RESIDENTIAL** – Includes detached residential dwelling units served by meters up to 1-inch condominiums, townhouses and planned residential developments. ~~The facilities fee is \$10,122 per equivalent dwelling unit (EDU).~~

**NOTE:** ~~Where fire flow exceeds gpm for a two-hour duration, each development will pay their pro-rata share for extra fire protection storage equal to \$.05 per gallon per minute.~~

**5-2.4.2 MULTIPLE FAMILY RESIDENTIAL PROPERTY** – The Capacity Charge cost is based on an equivalent dwelling unit (EDU), including and includes apartments, duplexes, attached (multiple unit) townhouses, condominiums, and mobile home parks, and other developments with multiple residential units served by one (1) meter and separate irrigation meters (where applicable) as designated by the District. ~~Cost per EDU is \$6,073.~~

**5-2.4.3 COMMERCIAL PROPERTY** – Capacity Charges for Commercial property shall be calculated on a case-by-case basis, comparing the projected water use by of the commercial center, motels, and /or hotels to that of an equivalent dwelling unit (EDU) (580 gallons per day per EDU).

**5-2.4.4 INDUSTRIAL PROPERTY** – Capacity Charges for Industrial facilities ~~fees~~ will be based on a case-by-case basis, comparing the projected water use by the industrial facility to that of an equivalent dwelling unit (EDU) (580 gallons per day per EDU).

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**5-2.4.5 INSTITUTIONAL PROPERTY.** Capacity charges for institutional facilities will be based on a case-by-case basis, comparing the projected water use by the institutional facility to that of an equivalent dwelling unit (EDU) (580 gallons per day per EDU).

**NOTE:** Facilities Fees for developments requiring fire flows greater than the baseline 1,000 gpm for a two-hour duration will be adjusted to account for additional storage required. The adjustment cost is based on the Master Plan fire flow and durations.

<b>Supply</b>			
Wells	\$1,936	Transmission (=16")	\$1,568
Water Rights (SWP)	\$1,225	Storage	\$2,008
Water Treatment Plant	\$921	Booster	\$139
Local Water Resources		Pressure Reducing Stations	\$71
Recycled Water Facilities	\$1,402	Miscellaneous Projects	\$62
<b>SUBTOTAL</b>	<b>\$5,969</b>	<b>SUBTOTAL</b>	<b>\$9,818</b>
Financing Costs	\$305		
Total with Financing Costs	\$10,122		

**5-3 WATER SERVICE INSTALLATION CHARGES (METER INSTALL)** – 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 is listed below is located in Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees:

<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

**5-3.1 Service installation charges for service connections with Llarger than 2” meters** will be billed on a time and material basis.

**5-3.2–Tract Service installation charges** are lower in-tract, as water service connections (service laterals) will have ~~has~~ previously been installed / established by the developer.

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5-3.3 The non-tract charge is for physical installation of meter, meter box, service lateral, and appurtenances (including pavement repair) and is ~~determined~~ adjusted from time to time by the Board of Directors.

5-3.4 Encroachment Permit Fee (City of Beaumont). This encroachment permit fee reflects the average cost of the permit from the City of Beaumont, for streets that are not subject to the City's paving moratorium and is not assessed on service installation activities outside the City of Beaumont.

5-3.5 Encroachment Permit Fee (County of Riverside). This encroachment permit fee reflects the average cost of the permit from the County of Riverside and is not assessed on service installation activities outside the County of Riverside.

5-3.6 Encroachment Permit Fee (City of Calimesa). This encroachment permit fee reflects the average cost of the permit from the City of Calimesa and is not assessed on service installation activities outside the City of Calimesa.

5-3.7 Encroachment Permit Fee (City of Beaumont – Moratorium Streets). This encroachment permit fee reflects the average cost of the permit from the City of Beaumont for streets that are subject to the City's paving moratorium and is not assessed on service installation activities outside the City of Beaumont.

### 5-4 FRONT FOOTAGE FEES

**5-4.1 Front Footage Fees / Reimbursement Agreement** – Where a Reimbursement Agreement (or an agreement of like or similar kind) exists, the applicant shall pay the District the amount specified in the Reimbursement Agreement or as required in section ~~5-6.5.1~~ 5-6.5 and the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-4.2 Residential Service – No Reimbursement Agreement** – Where there is no “Reimbursement Agreement” the applicant shall pay to the District the per linear foot amount located in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees ~~sum of \$28.50 per foot~~ for the pipeline crossing the frontage.

**5-4.3 Commercial Service – No Reimbursement Agreement** – Where there is no “Reimbursement Agreement” the applicant shall pay to the District the per linear foot amount located in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees ~~sum of \$35.00 per foot~~ for the pipeline crossing the frontage.

**5-4.4 Front Footage Fees, Corner Lot** – Where a corner lot requesting water is not subject to a Reimbursement Agreement, the fees will be equal to those set forth in the preceding subsection for all frontages.

~~5-9 5-5 CONSTRUCTION METER CHARGES AND DEPOSITS – The charges and deposits for construction water meter service is as follows:~~

<del>Water Usage Rate:</del>	<del>See Section 5-1.3</del>
<del>Monthly Water Service Charge</del>	<del>\$110</del>
<del>1” Construction Meter and Backflow Pre-Payment Deposit</del>	<del>\$502</del>
<del>Lost or stolen 1” construction meters replacement</del>	<del>\$502</del>

~~Repairs to damaged construction meters and back flow devices will be charged at prevailing time and material rates to repair the meter.~~

<del>3” Construction Meter and Backflow Pre-Payment Deposit</del>	<del>\$2,042</del>
<del>Lost or stolen 3” construction meters replacement charge</del>	<del>\$2,042</del>

~~Each applicant for a construction meter shall pay a deposit as set forth in Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees. When an applicant requires a meter that is larger than what the District supplies, the applicant shall provide said meter and certification as to the accuracy of the applicant-provided meter and provide the District with access to read said meter daily.~~

~~There will be a new account charge for construction meters. The charges and deposits for construction water meter service are located in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.~~

Repairs to damaged District construction meters and back flow devices will be charged at prevailing time and material rates to repair the meter

~~Unauthorized Connection Charge \_\_\_\_\_ \$1,150.00 (Plus estimated water usage charged at the current construction water rate)~~

**5-6 INSPECTION CHARGES DEPOSITS: ENGINEERING PLAN REVIEW, SUPPORT AND PROCESSING / INSPECTIONS**

**5-6.1 Calculation.** Plan checking and inspection fees shall be calculated and deposits paid prior to commencement of work or initiation of service (where applicable) as shown in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-6.3.1 AMOUNT** – ~~Inspection charges shall be based on the estimated cost of the actual inspection and shall be estimated by the District Engineer. All estimated inspection costs shall include an additional contingency deposit equal to 135% of the Engineers estimate.~~

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**5-6.2 DEPOSIT Payment of Deposit**– The applicant shall deposit the estimated cost of the engineering and inspection services prior to commencement of work and/or as part of the Water Main Extension and Facilities Construction Agreement. prior to the start of construction. When the inspection charges exceed 75 percent of the deposit, the applicant shall make additional deposits as required, by the District Engineer prior to any additional engineering services and /or inspection.

**5-6.3 REFUND** – The District will refund any excess funds within 30 days of following the dedication of the facilities from the developer to the District and the acceptance of the facilities by the District.

**~~5-6.5 PLANNING:~~**

**~~5-6.4.1 DEPOSIT PLAN CHECK CHARGE~~** – ~~All deposits shall be in the amount of \$5,000 for all sub-divisions.~~

**~~5-6.4.2 MAIN EXTENSION PLAN CHECK DEPOSIT~~** – ~~Where the Applicant is requesting service to a lot or lots that require Main Extension, the Districts General Manager shall estimate the deposit for planning, engineering and administration for Main Extensions to serve one or more lots.~~

**~~5-6.4.2 PLAN CHECK CHARGE~~** – ~~The charge for reviewing and checking the drawings for a water main extension, as provided for in Subsection 8-3.6 is determined by actual costs incurred. Hours will be computed to the nearest one-half hour.~~

**5-7 FIRE PROTECTION SERVICE INSTALLATION DEPOSIT:**

**5-7.1 Fire Hydrant Installation Deposit.** A hydrant to be installed by the District will require a deposit for the work. Deposit amounts are listed in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees. Such deposits shall be paid in advance by the applicant.

**5-7.2 Fire Service Installation.** Should an applicant request a fire service installation, an estimate (materials, labor, administrative, and other costs) will be provided by District staff in accordance with the estimated fees listed in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-7.3 Fire flow requirements** for each project are determined by the Riverside County Fire Department, or Cal Fire.

**5-7.3.1** Fire service connection shall be completed by the property owner or developer.

**5-7.3.2** Should the property owner request the installation be performed by the District,

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District staff will perform a field inspection to determine site specific construction conditions and requirements and make a determination of the District’s availability to perform the installation of the service.

5-7.3.3 All relevant work by the District pertaining to fire service installation shall be charged to the project owner on a time and material basis. Additional billing and/or credits will be issued following installation and acceptance of the installation by the Fire Department. Installation charges will be estimated by the District based on availability of District staff to complete the work.

**Fire hydrant installation deposit:**  
~~Installation Deposit \$10,000~~

**Fire Service Installation deposit:**

<del>4” Fire Service</del>	<del>\$8,930</del>
<del>6” Fire Service</del>	<del>\$10,600</del>
<del>8” Fire Service</del>	<del>\$15,900</del>
<del>10” Fire Service</del>	<del>\$27,500</del>
<del>12” Fire Service</del>	<del>\$31,300</del>

~~Fire service installation will be installed by the District at the consumer’s request and shall be installed at a time and material basis. Additional billing and/or credits will be issued following installation and acceptance of the installation.~~

**5-3 5-8 TURN-ON – CUSTOMER ACCOUNT-RELATED USER FEES**

Refer to Part 5 Appendix A: Water Service Charges, Deposits, and Miscellaneous Fees for itemized amounts associated with all of the following:

**5-8.1 Service Initiation Charge.** There is no charge to turn on a service connection for which proper application has been made and approved if the turn-on can be made ~~after. and before 3:30 p.m.~~ during Water Service Business Hours between 8:00 a.m. and 5:00 p.m., Monday through Thursday. The charge for any authorized turn-on made ~~after 3:30 p.m. and before 8:00 a.m.~~ outside of these hours will be on a time and material basis.

**5-8.2 Service Reconnect Charge (After Water Service Business Hours SB 998).** This charge covers the reasonable District costs for disconnection and reconnection during all times outside of Business Hours, of service connections which are in violation of the provisions contained herein. In accordance with SB 998, the maximum charge is \$100 per occurrence.

**5-8.3 Service Reconnect Charge (After Water Service Business Hours Call Out).** This charge covers the reasonable District costs for service evaluation during all times outside of Water Service Business Hours.

**5-8.4 Credit Card Processing Fees.** Fees that are based on charges the District is assessed by banks to process card payments. The fee for cards used to make water utility billing payments is different from that for cards used to make all other types of payments.

**5-8.5 Credit Check Fees.** Fees that are based on the costs incurred to investigate a customer’s creditworthiness, including labor, equipment, and services.

**5-6.2 5-8.6 METER TESTING –** Charges for outside contractor (third-party) or in-house testing of meters are found in Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees. The following charges will be imposed for testing meters:

- 1) In-house
  - 5/8” to 1” meters \$ 30.00
  - 1 1/2” to 2” meters 200.00
- 2) Outside
  - 5/8” to 1” meters \$ 50.00
  - 1 1/2” to 2” meters 250.00

**5-8.7 BACKFLOW Prevention Devices ADMINISTRATIVE CHARGE –**

**5-8.7.1 Administrative Charge.** A charge shall be applied to each service connection with a backflow preventive device installed as indicated on the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees. The charge is for the administrative portion of the program only. The owner of the backflow device is responsible for the maintenance and annual testing of the backflow preventive device as set forth in Part 11.

**5-8.7.2 Installation Fee.** Installation of new backflow prevention assemblies completed by the District will be billed to the customer at actual cost. is subject to a bi-monthly charge of \$6.67, equivalent to \$40 per year.

	Current	March	January	January	January	January
<b>Bi-Monthly Backflow Charge</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	
Backflow Customers	6.67	6.74	7.22	7.73	8.28	8.86

**5-9 CUSTOMER ACCOUNT-RELATED DEPOSITS**

**5-9.1 Determination.** Based on the results of the credit check, customers are charged a deposit pursuant to Rule 4-1.5.1.

**5-10 CUSTOMER ACCOUNT-RELATED PENALTIES**

Refer to Part 5 Appendix A: Water Service Charges, Deposits, and Miscellaneous Fees for itemized amounts associated with all of the following:

**5-10.1 Late Charges.** Rates and charges which are not paid on or before the due dates shall be subject to various late fee charges, including but not limited to a Second Notice Charge and a Third Notice Charge, if applicable.

**5-10.2 Account Reinstatement Charge.** The reinstatement charge is the charge which covers reasonable District when water service is subject to impending termination.

~~**5-6.1 RESTORATION OF SERVICE CHARGE** – In all cases, a charge will be made for restoration of water service, the amount of which will be the actual costs incurred by the District.~~

**5-10.3 Lien Processing Fee.** A fee is charged to recover the costs associated with recording a lien on an account, including but not limited to, staff time, notary services, filing of required documents with the County Recorder, and mileage to and from the County Recorder's office.

**5-10.4 Return Payment Fee.** A return payment fee is a charge which covers the reasonable administrative cost and banking charges for processing a returned payment.

**5-11 ENGINEERING-RELATED PENALTIES**

**5-11.1 Water Theft Prevention – Illegal Jumper.** This charge shall be charged to any person, organization or agency for each unauthorized use of District water or for tampering in any manner with any meter belonging to the District where this tampering shall affect the accuracy of such meter. The unauthorized use of water charge is hereby established at the rate set forth in in Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees for a first occurrence and each subsequent occurrence. In severe cases, the water meter may be removed and additional charges will be incurred. All damages will be charged to the property owner at current labor, time, and material rates.



**5-11.2 Water Theft Prevention (Broken or Stolen Lock).** This charge shall be charged to any person, organization or agency for breaking, stealing, or otherwise tampering with the District’s locking device on a meter and is based on the cost to replace a lock broken off or stolen from the meter.

~~The charge for an unauthorized turn-on will be on a time and materials basis.~~

**5-5.1.5 FOR SCHEDULED IRRIGATION PROPERTY – Per meter:**

<u>METER SIZE</u>	<u>AMOUNT OF FEE</u>
1 inch	\$1,000.00
1-1/2 inch	2,000.00
2 inch	3,000.00

**5-12 MISCELLANEOUS CHANGES, UPGRADES, DOWNGRADES AND ADDITIONAL UNITS:**

**5-12.1 SCHEDULED IRRIGATION METER EXCHANGE** – Where a property or lot has been previously served by a scheduled irrigation meter, as defined in Part 13 of these Regulations, the property owner may exchange his **or her** 1” or 1 1/2” or 2” scheduled irrigation meter for a ~~5/8~~ 1” domestic meter. The exchange shall occur without additional ~~Facilities Fee~~ capacity charge requirements.

**5-12.1.1 Installation and retirement costs.** The applicant shall be responsible for water service installation charges per Section 5-3. Additionally, the applicant shall reimburse the District for labor and equipment costs associated with the retirement of the scheduled irrigation meter.

**5-12.1.2** Additionally, applicant shall pay all costs for installation of ~~5/8~~ 1” Domestic Meter and Service pursuant to section 5-3: Water Service Installation Charge.

**5-12.2 Downgrades** – Where a meter is exchanged for a smaller meter, while still meeting State and/or Fire requirements, no ~~facilities~~ capacity charge will be imposed and no refund or credit will be made or given.

**5-12.3 ADDITION OF DWELLING/COMMERCIAL UNITS**–Where additional dwelling or commercial units are created by the addition to or division or remodeling of any existing, free standing single family or multiple family residential structure or of any existing, free standing commercial or multiple commercial structure, a ~~facilities~~ capacity charge or pro rata share thereof shall be imposed on each such unit as per the schedules set forth above and in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees in- ~~subsection 5-5.1.2 and 5-5.1.4~~ as appropriate.

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**5-12.4 MULTIPLE FAMILY RESIDENTIAL RATE** – The multiple family residential rate shall apply to the multiple dwelling units in each free standing multiple residential structure on a property; each additional free standing multiple family residential structure on that same property will require a separate meter and a facilities capacity charge will be imposed on each dwelling unit therein per subsection 5-5.1.2 above.

**5-12.5 MULTIPLE COMMERCIAL PROPERTY RATE** – The multiple commercial property rate shall apply to the commercial units in each freestanding commercial structure on a property; each additional free standing multiple commercial structure on that same property will require a separate meter, and a facilities capacity charge will be imposed on each commercial unit therein per Subsection 5-6.1.4 above and as enumerated in the Part 5 Appendix A – Water Service Charges, Deposits, and Miscellaneous Fees.

**5-13 OTHER SERVICES.** Whenever the District performs a service not specifically listed in these rules and regulations or covered by a charge or fee described herein, the person for whom the service is being performed shall pay a reasonable fee. A deposit toward the fee shall be established by the corresponding department and shall be paid prior to work being performed. The fee shall be calculated on a time and material basis.

**5-11 5-14 RELOCATION** – The consideration and charge for the relocation of facilities other than a meter or permanent service connection is determined by the Board of Directors.

**5-12 5-15 DEPOSIT AND CHARGES FOR RECYCLING/RECLAMATION STUDY** – The applicant for new commercial/industrial / institutional service shall make a deposit ~~\$250.00~~ for an engineering study to determine the feasibility of onsite recycling/reclamation as determined by the General Manager. If the actual study cost of such study as performed is more or less than said deposit, the applicant shall pay the difference upon receipt of an invoice therefore by the District or shall be given a credit against other charges, as appropriate.

**5-13 5-16 PAYMENT** – Any charges, as may be required, shall be paid prior to the District issuing a financial arrangements letter to any public or private agency, State of California, or prior to the District providing service, whichever comes first.

# ATTACHMENT 9

## **PART5 CHARGES** (As amended 2021)

### **5-1 SERVICE CHARGE: GENERAL PROVISIONS:**

**5-1.1.1 DOMESTIC** – For all metered domestic water service connections located within or outside the boundaries of the District, a bimonthly charge for water service will consist of a fixed service charge (base rate or minimum bill) plus a charge for water used (commodity rate).

**5-1.1.2 SCHEDULED IRRIGATION** – A charge for distribution of scheduled irrigation water through permanently set meters, shall be adjusted from time to time on a schedule prepared by the Board.

**5-1.1.3 DOMESTIC IRRIGATION** – A charge for distribution of domestic irrigation water, will be determined as set forth in Part 13 of these regulations.

**5-1.1.4 MULTIPLE RESIDENTIAL** – Where a premises containing multiple residential housing units is served by one (1) meter or service connection, the bi-monthly service charge will be assessed based on the size of the meter that services the property, regardless of the number of dwellings. The charges for water used differs from the tiered single family residential rate due to the additional living (dwelling) units on site and the increased demand on the meter or service connection.

**5-1.1.5 MULTIPLE COMMERCIAL** – Where a premises containing multiple commercial units is served by one (1) meter or service connection, the bi-monthly service charge will be assessed based on the size of the meter that services the property regardless of the number of dwellings. The charges for water used differs from the single commercial rate due to the additional commercial units on site and the increased demand on the meter or service connection.

**5-1.2 FIXED WATER CHARGE**

Note: Non-residential accounts that are billed on a monthly basis will be pre-rated at one-half of the Bi-Monthly fixed water charge.

**BI-MONTHLY POTABLE AND NON-POTABLE METER SERVICE CHARGES:**

Applicable to Domestic and Commercial services

<b>Meter Size</b>	<b>Effective March 2020</b>	<b>January 2021</b>	<b>January 2022</b>	<b>January 2023</b>	<b>January 2024</b>
<b>5/8"</b>	\$ 22.58	\$ 24.17	\$ 25.87	\$ 27.69	\$ 29.63
<b>3/4"</b>	\$ 31.13	\$ 33.31	\$ 35.65	\$ 38.15	\$ 40.83
<b>1"</b>	\$ 48.24	\$ 51.62	\$ 55.24	\$ 59.11	\$ 63.25
<b>1-1/2"</b>	\$ 91.01	\$ 97.39	\$ 104.21	\$ 111.51	\$ 119.32
<b>2"</b>	\$ 142.33	\$ 152.30	\$ 162.97	\$ 174.38	\$ 186.59
<b>3"</b>	\$ 304.84	\$ 326.18	\$ 349.02	\$ 373.46	\$ 399.61
<b>4"</b>	\$ 544.34	\$ 582.45	\$ 623.23	\$ 666.86	\$ 713.55
<b>6"</b>	\$ 1,117.43	\$ 1,195.66	\$ 1,279.36	\$ 1,368.92	\$ 1,464.75
<b>8"</b>	\$ 2,400.46	\$ 2,568.50	\$ 2,748.30	\$ 2,940.69	\$ 3,146.54
<b>10"</b>	\$ 3,597.95	\$ 3,849.81	\$ 4,119.30	\$ 4,407.66	\$ 4,716.20
<b>12"</b>	\$ 4,538.84	\$ 4,856.56	\$ 5,196.52	\$ 5,560.28	\$ 5,949.50

**BI-MONTHLY PRIVATE FIRE SERVICE CHARGES:**

<b>Meter Size</b>	<b>Effective March 2020</b>	<b>January 2021</b>	<b>January 2022</b>	<b>January 2023</b>	<b>January 2024</b>
<b>4"</b>	\$ 44.25	\$ 47.35	\$ 50.67	\$ 54.22	\$ 58.02
<b>6"</b>	\$ 118.12	\$ 126.39	\$ 135.24	\$ 144.71	\$ 154.84
<b>8"</b>	\$ 245.52	\$ 262.71	\$ 281.10	\$ 300.78	\$ 321.84
<b>10"</b>	\$ 437.17	\$ 467.78	\$ 500.53	\$ 535.57	\$ 573.06
<b>12"</b>	\$ 702.78	\$ 751.98	\$ 804.62	\$ 860.95	\$ 921.22

**NOTE:**

Where fire flow exceeds the required flow rate for the duration set by the Fire Department, each development will pay their pro-rata share for extra fire protection storage equal to \$0.05 per gallon per minute.

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**5-1.2.1 GENERAL PROVISIONS** – When service is started or discontinued during the month, the charge will be determined as follows:

- 1. Permanent Service Connection:
  - a) For service connections started after the 1st day of the billing period, the service charge will be pro-rated.
  - b) For service connections discontinued within the billing period, the service charge will be based on the full billing periods of active service.
- 2. Temporary Service Connection – The charge will be pro-rated.

**5-1.3 CHARGE FOR WATER USED (Quantitative Use):**

Customer Class	Monthly Tiers (ccf)	March 2020	January 2021	January 2022	January 2023	January 2024
Single Family						
Tier 1	16	\$ 0.66	\$ 0.71	\$ 0.76	\$ 0.82	\$ 0.88
Tier 2	34	\$ 0.81	\$ 0.87	\$ 0.94	\$ 1.01	\$ 1.09
Tier 3	34+	\$ 1.36	\$ 1.46	\$ 1.57	\$ 1.68	\$ 1.80
Multi-Family	Uniform	\$ 1.01	\$ 1.09	\$ 1.17	\$ 1.26	\$ 1.35
Commercial / Industrial	Uniform	\$ 0.95	\$ 1.02	\$ 1.10	\$ 1.18	\$ 1.27
Fire Service	Uniform	\$ 1.17	\$ 1.26	\$ 1.35	\$ 1.45	\$ 1.56
Landscape Irrigation	Uniform	\$ 1.06	\$ 1.14	\$ 1.22	\$ 1.31	\$ 1.41
Schedule Irrigation	Uniform	\$ 1.06	\$ 1.14	\$ 1.22	\$ 1.31	\$ 1.41
Construction	Uniform	\$ 1.17	\$ 1.26	\$ 1.35	\$ 1.45	\$ 1.56
Non-Potable	Uniform	\$ 0.72	\$ 1.02	\$ 1.04	\$ 1.06	\$ 1.07

**5-1.3.1 ADJUSTMENT OF PASS-THROUGH CHARGES**

**SCE POWER CHARGE:** To account for fluctuations in District costs to provide water service, the consumption based pass-through service charge may be adjusted as necessary by the District by an amount equal to any incremental adjustment imposed on the District for the cost of energy purchased from Southern California Edison (SCE) upon 30 days’ notice. This is the cost of electricity to pump and deliver water to the consumer. It includes all SCE charges for operation of pumps and wells in the water system. Beaumont-Cherry Valley Water District strives to operate during SCE Time of Use (off-peak and mid-peak) in order to maintain lower rates for the consumer.

**IMPORTED WATER CHARGE:** The pass-through charges for imported water may be adjusted as necessary by the District by an amount equal to any adjustments for the cost of water purchased from the San Gorgonio Pass Water Agency (SGPWA) upon 30 days’ notice. Adjustments shall not increase or decrease by an amount that exceeds the cost of imported water.

**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.

	Stage 1	Stage 2	Stage 3	Stage 4
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 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:

METER SIZE	NON-TRACT (Short Side)	NON-TRACT (Long Side)	IN-TRACT
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

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

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

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

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

The charge for any authorized turn-on made after 3:30 p.m. and before 8:00 a.m. will be on a time and material basis.

The charge for an unauthorized turn-on will be on a time and material basis.

**5-2.2 FIRE SERVICE INSTALLATION DEPOSIT:**

**Fire hydrant installation deposit:**

Installation Deposit \$10,000

**Fire Service Installation deposit:**

-	4” Fire Service	\$8,930
-	6” Fire Service	\$10,600
-	8” Fire Service	\$15,900
-	10” Fire Service	\$27,500
-	12” Fire Service	\$31,300

Fire service installation will be installed by the District at the consumer’s request and shall be installed at a time and material basis. Additional billing and/or credits will be issued following installation and acceptance of the installation.

**5-3 BACKFLOW ADMINISTRATIVE CHARGE** – A service connection with a backflow preventive device installed is subject to a bi-monthly charge of \$6.67, equivalent to \$40 per year.

**5-5 FACILITIES CHARGE**

**5-5.1 SCHEDULES**

**5-5.1.1 SINGLE FAMILY RESIDENTIAL** – Includes condominiums, townhouses and planned residential developments. The facilities fee is \$10,122 per equivalent dwelling unit (EDU).

**NOTE:** Where fire flow exceeds gpm for a two-hour duration, each development will pay their pro-rata share for extra fire protection storage equal to \$.05 per gallon per minute.

**5-5.1.2 MULTIPLE FAMILY RESIDENTIAL PROPERTY** – The cost is based on an equivalent dwelling unit (EDU), including apartments, duplexes and mobile home parks. Cost per EDU is \$6,073.

**5-5.1.3 COMMERCIAL PROPERTY** – Commercial property shall be calculated on a case-by-case basis, comparing the projected water use by the commercial center, motels and hotels to that of an equivalent dwelling unit (EDU) (580 gallons per day per EDU).

**5-5.1.4 INDUSTRIAL PROPERTY** – Industrial facilities fees will be based on a case-by-case basis, comparing the projected water use by the industrial facility to that of an equivalent dwelling unit (EDU) (580 gallons per day per EDU).

**NOTE:** Facilities Fees for developments requiring fire flows greater than the baseline 1,000 gpm for a two-hour duration will be adjusted to account for additional storage required. The adjustment cost is based on the Master Plan fire flow and durations.

<b>Supply</b>			
Wells	\$1,936	Transmission (=16")	\$1,568
Water Rights (SWP)	\$1,225	Storage	\$2,008
Water Treatment Plant	\$921	Booster	\$139
Local Water Resources	\$485	Pressure Reducing Stations	\$71
Recycled Water Facilities	\$1,402	Miscellaneous Projects	\$62
<b>SUBTOTAL</b>	<b>\$5,969</b>	<b>SUBTOTAL</b>	<b>\$9,818</b>
Financing Costs	\$305		
<b>Total with Financing Costs</b>	<b>\$10,122</b>		



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**5-5.1.5 FOR SCHEDULED IRRIGATION PROPERTY – Per meter:**

<u>METER SIZE</u>	<u>AMOUNT OF FEE</u>
1 inch	\$1,000.00
1-1/2 inch	2,000.00
2 inch	3,000.00

**5-5.2 MISCELLANEOUS CHANGES, UPGRADES, DOWNGRADES AND ADDITIONAL UNITS:**

**5-5.2.2 SCHEDULED IRRIGATION METER EXCHANGE**– Where a property or lot has been previously served by a scheduled irrigation meter, as defined in Part 13 of these Regulations, the property owner may exchange his 1” or 1 1/2” or 2” scheduled irrigation meter for a 5/8” domestic meter. The exchange shall occur without additional Facilities Fee requirements.

**Installation and retirement costs.** The applicant shall be responsible for water service installation charges per Section 5-2. Additionally, the applicant shall reimburse the District for labor and equipment costs associated with the retirement of the scheduled irrigation meter.

Additionally, applicant shall pay all costs for installation of 5/8” Domestic Meter and Service pursuant to section 5-2; Water Service Installation Charge.

**5-5.2.3 DOWNGRADES** – Where a meter is exchanged for a smaller meter, no facilities charge will be imposed and no refund or credit will be made or given.

**5-5.2.4 ADDITION OF DWELLING/COMMERCIAL UNITS**–Where additional dwelling or commercial units are created by the addition to or division or remodeling of any existing, free standing single family or multiple family residential structure or of any existing, free standing commercial or multiple commercial structure, a facilities charge shall be imposed on each such unit as per the schedules set forth above in subsection 5-5.1.2 and 5-5.1.4 as appropriate.

**5-5.2.4.1 MULTIPLE FAMILY RESIDENTIAL RATE** – The multiple family residential rate shall apply to the multiple dwelling units in each free standing multiple residential structure on a property; each additional free standing multiple family residential structure on that same property will require a separate meter and a facilities charge will be imposed on each dwelling unit therein per subsection 5-5.1.2 above.

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**5-5.2.4.2 MULTIPLE COMMERCIAL PROPERTY RATE** – The multiple commercial property rate shall apply to the commercial units in each freestanding commercial structure on a property; each additional free standing multiple commercial structure on that same property will require a separate meter, and a facilities charge will be imposed on each commercial unit therein per Subsection 5-5.1.4 above.

**5-6 MISCELLANEOUS CHARGES:**

**5-6.1 RESTORATION OF SERVICE CHARGE** – In all cases, a charge will be made for restoration of water service, the amount of which will be the actual costs incurred by the District.

**5-6.2 METER TESTING** – The following charges will be imposed for testing meters:

1)	In- house	5/8" to 1" meters	\$ 30.00
		1 1/2" to 2" meters	200.00
2)	Outside	5/8" to 1" meters	\$ 50.00
		1 1/2" to 2" meters	250.00

**5-6.3 INSPECTION CHARGES:**

**5-6.3.1 AMOUNT** – Inspection charges shall be based on the estimated cost of the actual inspection and shall be estimated by the District Engineer. All estimated inspection costs shall include an additional contingency deposit equal to 135% of the Engineers estimate.

**5-6.3.2 DEPOSIT** – The applicant shall deposit the estimated cost of the inspection prior to the start of construction. When the inspection charges exceed 75 percent of the deposit, the applicant shall make additional deposits as required, by the District prior to any additional inspection.

**5-6.4.1.1 REFUND** – The District will refund any excess funds within 30 days of acceptance of the facilities by the District.

**5-6.5 PLANNING:**

**5-6.4.1 DEPOSIT PLAN CHECK CHARGE** – All deposits shall be in the amount of \$5,000 for all sub-divisions.

## **PAGE 5-9**

**5-6.4.2 MAIN EXTENSION PLAN CHECK DEPOSIT** – Where the Applicant is requesting service to a lot or lots that require Main Extension, the Districts General Manager shall estimate the deposit for planning, engineering and administration for Main Extensions to serve one or more lots.

**5-6.4.2 PLAN CHECK CHARGE** – The charge for reviewing and checking the drawings for a water main extension, as provided for in Subsection 8-3.6 is determined by actual costs incurred. Hours will be computed to the nearest one-half hour.

**5-6.5 FRONT FOOTAGE FEES/REIMBURSEMENT AGREEMENT** – Where a Reimbursement Agreement (or an agreement of like or similar kind) exists, the applicant shall pay the district the amount specified in the Reimbursement Agreement or as required in section 5-6.5.1.

**5-6.5.1 RESIDENTIAL SERVICE NO REIMBURSEMENT AGREEMENT** – Where there is no “Reimbursement Agreement” the applicant shall pay to the District the sum of \$28.50 per foot for the pipeline crossing the frontage.

**5-6.5.2 COMMERCIAL SERVICE NO REIMBURSEMENT AGREEMENT** – Where there is no “Reimbursement Agreement” the applicant shall pay to the District the sum of \$35.00 per foot for the pipeline crossing the frontage.

**5-6.5.3 FRONT FOOTAGE FEES, CORNER LOT:** Where a corner lot requesting water is not subject to a reimbursement Agreement, the fees will be equal to those set forth in the preceding Subsection for all frontages.

**5-9 RELOCATION** – The charge for the relocation of facilities other than a meter or permanent service connection is determined by the Board.

**5-10 DEPOSIT AND CHARGES FOR RECYCLING/RECLAMATION STUDY** – The applicant for new commercial/industrial service shall deposit \$250.00 for engineering study to determine the feasibility of onsite recycling/reclamation as determined by the General Manager. If the actual study cost of such study as performed is more or less than said deposit, the applicant shall pay the difference upon receipt of an invoice therefore by the District or shall be given a credit against other charges, as appropriate.

**5-11 PAYMENT** – Any charges, as may be required, shall be paid prior to the District issuing a financial arrangements letter to any public or private agency, State of California, or prior to the District providing service, whichever comes first.

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**5-12 CONSTRUCTION METER CHARGES AND DEPOSITS** – The charges and deposits for construction water meter service is as follows:

Water Usage Rate:	See Section 5-1.3
Monthly Water Service Charge	\$110
1” Construction Meter and Backflow Pre-Payment Deposit	\$502
Lost or stolen 1” construction meters replacement	\$502

Repairs to damaged construction meters and back flow devices will be charged at prevailing time and material rates to repair the meter.

3” Construction Meter and Backflow Pre-Payment Deposit	\$2,042
Lost or stolen 3” construction meters replacement charge	\$2,042

Repairs to damaged construction meters and back flow devices will be charged at prevailing time and material rates to repair the meter

Unauthorized Connection Charge \$1,150.00 (Plus estimated water usage charged at the current construction water rate)



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 5

STAFF REPORT

**TO:** Board of Directors

**FROM:** Dr. Kirene M. Bargas, Director of Finance and Administration

**SUBJECT:** **Resolution 2022-\_\_\_\_\_ : Adopting the Fiscal Year 2023 Operating Budget & 2023-2027 Capital Improvement Budget, and Approval of the 2022 Operating Budget Carryover Schedule**

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**Staff Recommendation**

1. Adopt Resolution 2022-\_\_\_\_\_ : Adopting the Beaumont-Cherry Valley Water District Fiscal Year 2023 Operating Budget & 2023-2027 Capital Improvement Budget.
2. Approve the 2022 Operating Budget Carryover Schedule, authorizing the carryover from the fiscal year 2022 budget to the fiscal year 2023.

**Background**

The Finance and Administration Department coordinates and prepares the annual Operating and Capital Improvement Budget (Budget). This includes providing workshops and training for staff throughout the year to assist with evaluating past and current year transactions to design the new year budget requests. The requests are then assessed by Finance and presented in detail to the General Manager before being presented to the Finance & Audit Committee (Committee) for review.

District Staff provided a preliminary budget to the Committee for review and detailed discussion on October 6, 2022. At the Special Finance & Audit Committee meeting on October 20, 2022, staff presented the first draft of the budget document for review and discussion. The recommended changes from the Committee were presented to the Board of Directors (Board) for discussion and direction for additional refinement at the regular meeting on November 9, 2022.

At the Regular Board meeting on November 17, 2022, the Board approved Ordinance 2022-01, changing the per diem rate from \$260 per day of service to \$285 for Board members. Based on the potential approval of this increase, the draft Budget was adjusted by \$8,500 in personnel-related expenses for the Board of Directors section. The changes to the Budget were presented to the Committee on December 2, 2022 and approved to be included in the final draft presented for adoption.

At the December 1, 2022, Finance & Audit Committee meeting staff also presented a schedule listing the anticipated and obligated unspent funds budgeted for 2022 to be carried forward to the 2023 fiscal year as necessary to complete ongoing activities. Said list was of encumbered or known individual operating expenses of \$5,000 or more to be spent under an ongoing contract or purchase order.

The schedule identified as – the Fiscal Year 2022 Operating Budget Carryover Schedule - lists requests for the carryover of operating funds that are reviewed in detail by the Finance and Administration Department and justified by the requesting Department. This carryover schedule



identifies that \$134,765 in unspent funds budgeted for the Fiscal Year 2022 should be carried over to complete budget/planned 2022 expenditures.

**Fiscal Impact**

The proposed Fiscal Year 2023 Operating Budget & 2023-2027 Capital Improvement Budget includes proposed gross revenues of \$22,093,000 and proposed gross expenses of \$22,785,000. Net or unrestricted revenues are \$20,609,000 and do not include restricted capacity charges (facilities fees). Net, or cash-basis, expenses are \$19,538,000 and do not include non-cash items such as depreciation expense or GASB 68 pension expense. The net position, or net revenues less net expenses, is an expected increase of \$1,071,000.

The proposed Fiscal Year 2022 Operating Budget Carryover Schedule also requests that \$134,765 in unspent funds budgeted for the fiscal year 2022 be carried over to the 2023 fiscal year.

Table 1 – Budget Summary

	<b>2021</b>	<b>2022</b>	<b>2022</b>	<b>2023</b>
	<b>ACTUAL</b>	<b>ADOPTED (AMENDED)</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
Gross Revenue	\$ 28,928,900	\$ 26,175,000	\$ 32,659,500	\$ 22,093,000
Less Capacity Charges	10,651,700	6,354,000	12,296,800	1,484,000
<b>Net Revenue</b>	<b>\$ 18,277,200</b>	<b>\$ 19,821,000</b>	<b>\$ 20,362,700</b>	<b>\$ 20,609,000</b>
Gross Expenses	\$ 13,163,357	\$ 21,792,700	\$ 14,881,800	\$ 22,785,000
Less GASB 68 Pension Expense	167,500	283,000	-	222,000
Less Depreciation	2,923,539	3,000,000	3,086,900	3,025,000
<b>Net Expenses</b>	<b>\$ 10,072,318</b>	<b>\$ 18,509,700</b>	<b>\$ 11,794,900</b>	<b>\$ 19,538,000</b>
<b>Net Increase/(loss)</b>	<b>\$ 8,204,882</b>	<b>\$ 1,311,300</b>	<b>\$ 8,567,800</b>	<b>\$ 1,071,000</b>

The 2023 revenues are based on the approval of the Miscellaneous Fee Study as originally presented and recommended by staff. Adjustments to the Miscellaneous Fee Study will reduce the revenue and net Increase amounts presented in the Budget, however, the Budget may still be approved as presented.

**Attachments**

- A. Resolution 2022-\_\_\_\_: Adopting the Fiscal Year 2023 Operating Budget and 2023-2027 Capital Improvement Budget for the Fiscal Year Ending December 31, 2023
- B. Draft Fiscal Year 2023 Operating Budget and 2023-2027 Capital Improvement Budget
- C. Fiscal Year 2022 Operating Budget Carryover Schedule

Staff Report prepared by Sylvia Molina, Senior Management Analyst (Budget), and William Clayton, Finance Manager (carryover)

RESOLUTION 2022-\_\_

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT ADOPTING THE FISCAL YEAR 2023 OPERATING BUDGET AND 2023-2027 CAPITAL IMPROVEMENT BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023**

**WHEREAS**, the Board of Directors of the Beaumont-Cherry Valley Water District has reviewed the staff report, draft budget, and associated materials distributed for December 14, 2022, Regular Meeting of the Board of Directors; and

**WHEREAS**, the Board of Directors has determined that it is necessary for the efficient management of the District that certain sums of revenue be appropriated to the activities as set forth in said budget,

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

1. In all aspects, the recitals stated above are true and correct.
2. The Budget Staff Report and Presentation and all associated documents are incorporated herein by reference, approved, and adopted as findings.
3. The Board of Directors determines and adopts the proposed organizational structure outlined in the staff report, budget, and associated documents.
4. The Board of Directors hereby approves and adopts the Fiscal Year (FY) 2023 Operating Budget and 2023-2027 Capital Improvement Budget.
5. The District's General Manager is authorized to take all necessary actions to implement the provisions of the FY 2023 Budget as adopted by this Resolution, including recruiting and appointing positions within the limits of said Budget and Plan without further Board action.
6. The General Manager is directed to implement the intent of this Resolution as soon as reasonable following applicable procedures. The expenditure amounts designated for FY 2023 are hereby appropriated and may be expended by the departments or funds for which they are designated.

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

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

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

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



# Beaumont-Cherry Valley Water District



## FY 2023 Operating Budget & 2023-2027 Capital Improvement Budget



DRAFT

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## Budget Message

*January 01, 2023*

### **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) and its Board of Directors (BOD) have provided residents and businesses in the City of Beaumont and the community of Cherry Valley with a safe and reliable water supply.

### **OUR MISSION**

It is the mission of Beaumont-Cherry Valley Water District to be a leader in water resource management while providing our customers with safe, reliable drinking water at the lowest possible cost.

### **OUR VISION**

To ensure long-term sustainability through further development of local water resources and to be recognized in the community for our transparency, integrity, and dedication to providing high-quality drinking water to our customers.

### **Importance**

This budget document encompasses an overview of the progress for the past, current, and future years of the District. BCVWD is proud to announce its budgetary accomplishment of achieving an award-winning budget and continued growth in the organization to advance efforts by providing funds to water services and payment utility programs enabling the District to sustain services during the complexities and uncertainties of the world today. The District received the California Society of Municipal Finance Officers (CSMFO) Operating Budget Excellence Award for the FY 2022 Operating Budget and 2022-2026 Capital Improvement Budget for a second consecutive year. The award represents the continued commitment to following budget preparation and compliance practices. To receive a government unit award, the agency must publish a budget document that meets specific criteria as a policy document, financial plan, and communication tool. Attainment of the Award represents a significant accomplishment by BCVWD and its management.

The purpose of this budget is to provide customers, the Board of Directors, and other stakeholders with reliable financial information about the District. Through 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.

Budget preparation considers significant policy, law, and governance impacting District revenues, such as reasonable water conservation efforts and changes in the local rate of development.

The document presents a stable Budget of conservative estimates for revenues and expense projections.

### **Notable Budget Accomplishments**

- ❖ Received the California Municipal Treasurers Association (CMTA) Investment Policy Certification
- ❖ Independent Audit rendered an unmodified (clean) opinion of the District's financial statements for the year ended December 31, 2021, prepared in conformity with GAAP.
- ❖ Establishment of an Asset Management Consultant
- ❖ Attainment of an OPEB Trust Provider

## **Notable District Accomplishments**

In 2022, the District continued to meet the State and Federal drinking water standards and completed the required regulatory water quality sampling. The District also increased operational certifications by 29%, highlighting the District's dedication to continuing efforts necessary to preserve water quality for protecting the environment, public health, and water allocation for present and future generations.

The District implemented the Water Shortage Contingency Plan (WSCP) and drought restrictions as part of the 2020 Urban Water Management Plan to meet the requirements of Governor Newsom's proclamation of a drought state of emergency for all counties in California.

As the District continued to review and analyze water demands, the District implemented data updates of 32 housing tract water consumption information for 2016, 2017, 2018, and 2019. The updates understand the effects of new water conservation measures related to District Water Supply Consumption. Work included sharing said information with regional and retail water managers as part of regional water supply planning efforts and advancing the Recycled Water Master Plan to 85% complete.

BCVWD completed the Well rehabilitation and pumping unit repair projects on Well 10, Well 18, Well 23, and Well 29 to improve the quality of supply and serviceable equipment and prevent excessive repair or equipment failure.

The District improved the mapping of the non-potable system, mapping of customer non-potable/potable water use areas, and the piping for use in Recycled Water by purchasing a Global Positioning System (GPS). The District launched a valve maintenance program and flushing modules through the District's system mapping platform and began routine valve maintenance of the distribution system.

As part of the Master Drainage Plan Line 16 Storm Drain Project (MDP Line 16), the District provided the design, bidding, and construction of the replacement pipeline. Said segments are located at Grand Avenue, and the District provided all work to avoid direct conflicts with the storm drain project, which included locating approximately 1,350 LF of 6", 8", and 12" pipelines. As a joint partner, the District continues to assist Riverside County Flood Control and Water Conservation District (RCFC&WCD) with review and oversight for grading related to the project outlined within the District's Noble Creek Recharge Facility Phase 2.

As BCVWD implements IT protection plans, the District continues implementing its Cybersecurity Program. The program included upgrading and deploying cybersecurity technical controls, testing applications and technologies, and using artificial intelligence to identify security threats and systems that ensure a safe and effective workplace and safeguard customer information. The District also continued to conduct a Cybersecurity Awareness Training Program, improving the cybersecurity posture.

The District continued to maintain working relationships with regional stakeholders, including the City of Beaumont, the San Geronio Pass Water Agency (SGPWA), Yucaipa Valley Water District (YVWD), the City of Banning, San Geronio Pass Regional Water Alliance (SGPRWA), the County of Riverside, Riverside County Flood Control & Water Conservation District, Riverside Local Agency Formation Commission (LAFCO), and others. The District also continues collaborating with said agencies by participating with emergency personnel in responding to mud and debris flow events from the Apple/ El Dorado burn scar.

In the following pages, the Department outlines numerous accomplishments to provide a closer look at the achievements of the District and its consumers. These accomplishments demonstrate that the BOD and BCVWD staff are dedicated to the progression of the District's reliable service and financial sustainability of the District.

The District’s budget is a financial summary outlining the District’s day-to-day operations. The District consists of Engineering, Finance & Administration, Information Technology, and Operations Departments, all of which serve at the General Manager’s pleasure.

The table below provides an estimated Net position (12/31/2022) of the Operating Budget revenues vs. expenditures:

Net Revenues	\$20,609,000
Net Expenses	\$19,538,000
Net Increase/(loss)	\$1,071,000

### **Basis of Budgeting**

The District’s financial records use a method consistent with generally accepted accounting principles (“GAAP”). The purpose of following GAAP guidelines is to provide clear, consistent, and comparable information on the District’s financial health. The District follows the GAAP requirement that enterprise funds use the full accrual basis of accounting as the bookkeeping method. This practice establishes compliance with applicable laws, statutes, and administrative procedures. The District publishes an Annual Comprehensive Financial Report (ACFR), prepared using full accrual accounting, and provides a detailed and comprehensive presentation of the District’s financial condition. There are exceptions where the accrual basis is not conducive to the effective representation of the District’s budget, in which case, GAAP is not followed. Therefore, the Budget is a mix of accrual and cash basis accounting. The ACFR includes an independent auditor’s report providing opinions concerning the conformity of the District’s financial statements to GAAP. The District participates in a calendar fiscal year that begins on January 1<sup>st</sup> and ends on December 31<sup>st</sup>.

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

#### *Water Rates*

California voters adopted Proposition 218 in November 1996 to amend the State Constitution to establish how public agencies can raise taxes or service fees, providing the public access to involvement in water rate-making. The District continues to abide by the schedule of water rates and service charges approved by the BOD on February 27, 2020. A Water Rate study, last performed in 2019, includes evaluating the current rate structures and service cost and balancing revenue needed to mitigate customer rate increases. A study aims to determine if the District’s operating revenues are appropriate to meet expenses, the cost of operations and maintenance, replacements, potential debt service, and issuance of capital improvement projects. The current implemented 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. The Fiscal Year 2023 will be the fourth five-year period in which rates increase. The rate adjustment will provide a stable financial plan which reflects the current and future cost recovery. The following water rate study tasks will begin in 2023, with a public hearing in 2024 and implementation in 2025. A public hearing is a public inquiry process allowing consumers and interested parties to ask questions through written submissions, discuss inquiry issues, and address concerns in a public forum to the BCVWD Board of Directors before the implementation of a decision for a rate change.

### *Delta Conveyance Project*

California's largest clean water supply depends on an aging and inefficient system that cannot adequately store water when available. The proposed solution, the Delta Conveyance Project (DCP), will provide an alternate delivery pathway through the Delta, thereby reducing the risk from earthquakes and climate change impacts (including sea level rise) and providing reliable water while protecting the environment. State Water Project (SWP) contractors and other public water agencies that rely on the supply will pay part of the cost of fixing California's primary water delivery system. 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; it is 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.

The State of California Department of Water Resources provided a fact sheet with a Draft Environmental Impact Report (EIR) for the Delta Conveyance Project dated July 2022, which complies with the California Environmental Quality Act (CEQA). The report evaluates, discloses, and identifies potential environmental impacts and mitigation measures to avoid, minimize, or offset potential implications of the proposed Project and alternatives. The proposed Project modernizes water transport infrastructure in the Sacramento-San Joaquin Delta (Delta) by adding new facilities in the north Delta to divert water and upgrading the current system to include a tunnel for the movement of State Water Project (SWP) water supplies. The U.S. Army Corps of Engineers (USACE) must comply with a similar environmental disclosure law. Accordingly, USACE is preparing an Environmental Impact Statement (EIS) for the proposed Delta Conveyance Project in compliance with the National Environmental Policy Act (NEPA). The Project's purpose is to propose the Delta Conveyance Project to modernize the SWP water transport infrastructure in the Delta to restore and protect the reliability of this critical state water supply. The Project objectives include addressing the effects of sea level rise and climate change, minimizing water supply disruption caused by an earthquake, protecting the SWP to deliver water reliably, and providing operational flexibility to improve aquatic conditions in the Delta.

### *Sites Reservoir*

The BOD continues to provide authorization to participate as a member of the Sites Reservoir Project, an off-stream water storage project to increase flood protection and water storage opportunities in the geographic area north of the Bay-Delta. On October 17, 2016, the San Geronio Pass Water Agency (SGPWA) BOD approved BCVWD's participation in the sites reservoir project, and BCVWD BOD approved the authorization to participate on July 27, 2016. The Project is designed to increase operational flexibility through tributary releases into the Sacramento River. The reservoir estimates a maximum storage capacity of 1.5 million acre-feet (MAF), storing water during wet hydrologic years and releasing water during dry periods. The total Project is estimated to cost approximately \$3 billion (2019), down from an initial project estimate of over \$5 billion, in which BCVWD shares in the cost by authorizing a water participation level. The District's Board has approved 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.

According to SGPWA, as of December 20, 2021, SGPWA's participation in the Project is at a level of 10,000 acre-feet shares (AF-shares). The Project is currently at Phase 2 and anticipates a phase completion through 2024, which includes completing permitting and other planning activities. SGPWA is submitting Amendment 3 to Phase 2, which will execute an agreement between SGPWA and the Sites Project Authority (Authority) to continue Project participation, precisely to finish Phase 2 permitting and design work. Since 2016, BCVWD, working through the

SGPWA as the local State Water Contractor, has requested to invest in the Project. BCVWD continues to participate in the Project at a level of 4,000 AF-shares as approved by BCVWD BOD. The investment brings the regional investment in Sites to 14,000 AF shares or approximately 87,000 AF of storage in the 1.5 million AF Project. As the Project matures, continuing regional coordination and collaboration between SGPWA and BCVWD will be necessary to ensure the utilization of the Project (water, storage, delivery, trades/transfers, etc.), optimizing maximum regional benefit and avoiding local conflicts.

### *Increasing CalPERS Costs*

Considerations at the state level include the various policy decisions presided over by the CalPERS Board that can directly impact the District's financial obligations to the pension fund. As the economy stabilizes, pension costs continue to increase nationally, imposing entities to increase current and anticipated payouts to beneficiaries caused by inflation. The funds to CalPERS pensioners come from three sources: CalPERS Employers, CalPERS Members, and Investment Earnings. Although the Bureau of Labor Statistics estimated the Consumer Price Index for 2022 to increase by 7% over 2021, for 2023, CalPERS is calculating an average of each month's numbers resulting in increased payments. Three key policy areas affect the District, causing contributions 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 the unfunded accrued liability. Implications for the District include higher pension costs and considerations of establishing a stabilization fund to build budget resiliency against future policy changes by the CalPERS Board.

### **Budget Summary**

In summary, the staff is proposing a budget with estimated gross revenues of \$22,093,000, including \$19,291,000 of operating revenues, \$1,484,000 of capacity charges (facilities fees), and \$1,318,000 of other non-operating revenues.

The estimated gross operating expenses of \$22,785,000 allows a set aside for the Capital Replacement Fund of \$1,079,500, with \$104,000 of that amount earmarked for the District's Other Post-Employment Benefits (OPEB) Liability and \$45,000 for the Pension Liability. In 2022, they joined the California Employers' Retiree Benefit Trust (CERBT), a Section 115 trust fund dedicated to pre-funding Other Post-Employment Benefits (OPEB) for all eligible California public agencies. Contributions to the CERBT are voluntary and determined by the District. Under the District's current Funding Policy, the OPEB Trust will be funded with \$104,000 annually through the end of Fiscal Year 2024.

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, miscellaneous services, and capacity charges supporting future development. Water sales and pass-through charges are 81.4% of gross budgeted revenues for the fiscal year 2022.

A significant source of future funding contributions is using reserves for capital improvement projects. The implementation of capital projects begins with the allocation of funds to start and complete projects within the District's Ten-Year Capital Improvement Plan (CIP).



*Expenses*

The Beaumont Basin relies on imported water to protect and replenish groundwater supplies. The District’s most significant operating expense is the purchase of imported water from the SWP. In the fiscal year 2023, \$4,389,000, 19.3% of gross operating expenses, is appropriated for SWP water purchases of 11,000 acre-feet (AF). As a cost recovery district, pass-through charges finance water purchases.

Salaries and benefits make up 35.4% of total budgeted operating expenses and include 41 full-time positions to address functions critical to providing service following best management practices.

*Capital Improvement Budget (CIB)*

In March 2017, the Board of Directors adopted the 10-Year Capital Improvement Plan (CIP) for the Fiscal Year 2017-2026. The CIP project list and CIB are subsequently updated annually. Coordinating between capital projects and the operating budget allows an analytical approach to evaluating competing demands of resources based on a prioritization reflecting the Districts goals and objectives. Identifying, prioritizing, and optimizing the CIP projects within the allowable CIB, the District informs the public of the capable fiscal capacities in infrastructure. The CIP reflects the District’s budgetary ability to build, maintain, and manage the assets needed to produce, treat, and distribute water cost-effectively. 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.

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. The BOD approves additions or changes to both the CIP list and the CIB through a process to sustain the infrastructure of the Beaumont-Cherry Valley Water District.

Respectfully Submitted,

Daniel Jagers  
General Manager



Dr. Kirene M. Bargas  
Director of Finance and Administration



**EXECUTIVE LEADERSHIP TEAM**

**Director of Finance and Administration**  
*Dr. Kirene M. Bargas*

**Director of Information Technology**  
*Robert Rasha, Jr.*

**Director of Operations**  
*James Bean*

**Director of Engineering**  
*Mark Swanson*

## Overview



## About the Community

### History

The District's origin dates back to the latter part of the 1800s 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 to develop subdivisions throughout the Beaumont and Cherry Valley areas. The area started to grow 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 District was called the Beaumont Land and Water Company until 1973, when the name was changed to the Beaumont-Cherry Valley Water District. 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 in charge of several 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, the District's name and mission have changed. Today, the Beaumont-Cherry Valley Water District continues to develop programs and policies that ensure water supply for the area's growing population.

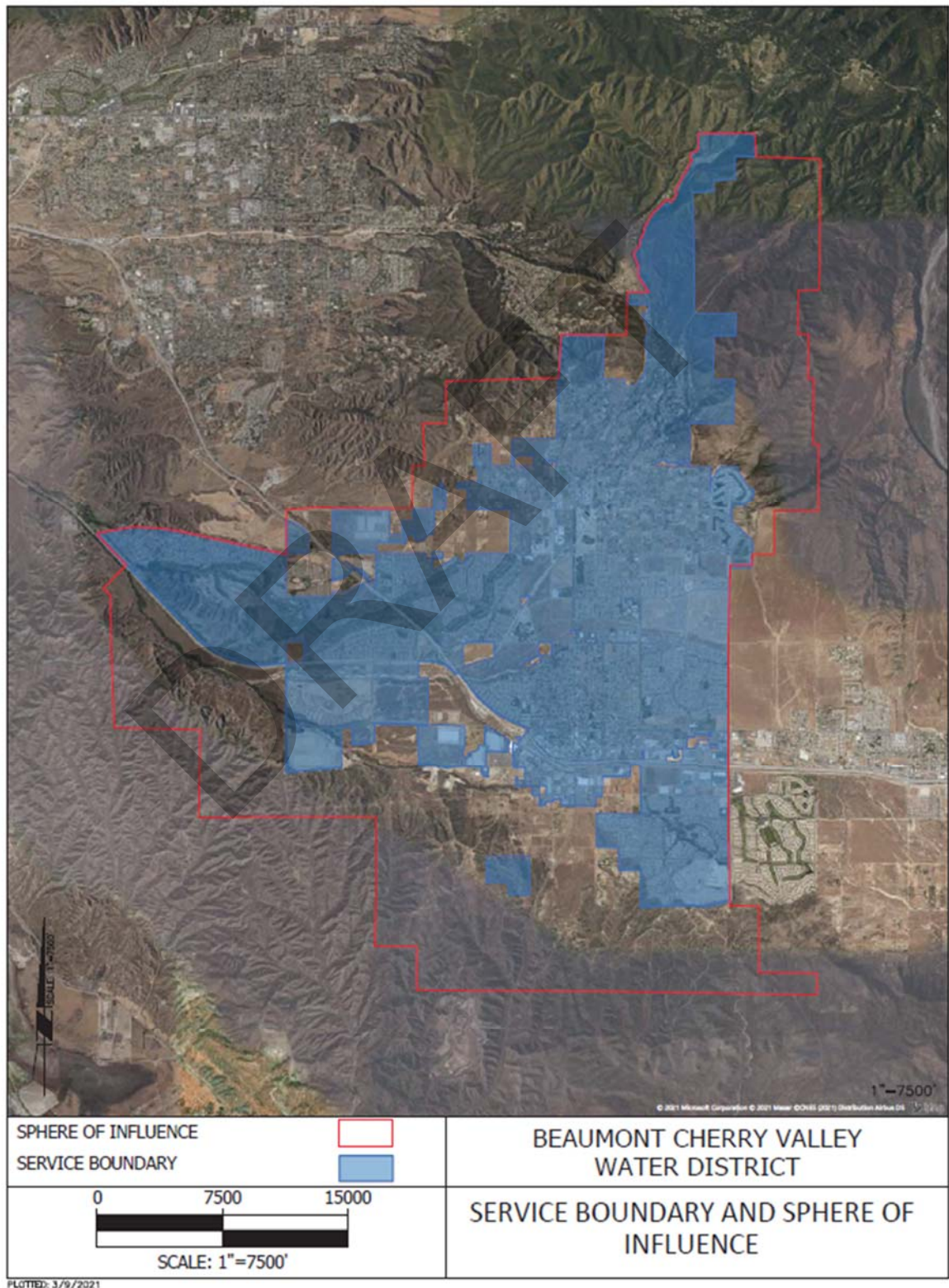




## Service Area

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.

### BCVWD Service Boundary and Sphere of Influence



## **Water Services, Supply, and Reliability**

The District has both a potable and non-potable water distribution system. At the end of September 2022, the District had 20,691 connections, an increase of 696 connections since September 30, 2021, 93.3% of which are for single-family residences.

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

Significantly to its programs and goals, in the early 2000's, the Board authorized the purchase of 78.8 acres of land, and eventually constructed the Noble Creek Recharge Facility to recharge imported water from the SWP. Soon, stormwater runoff is planned to be recharged at the facility, with the possibility of highly treated recycled water being recharged at the facility further out. These water sources would receive additional natural treatment as they recharge the groundwater, like rain and runoff, which naturally treated seep into the ground to become groundwater.

The District's water production for the year ended December 31, 2021, totaled 14,149 acre-feet (AF) and consisted of 2,916 AF allocation of unused overlying water rights (14.3%) 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 calculated with the volume of available water not produced by the Overlying Parties and distributed to the Beaumont Basin Appropriators.

## **Local Economy and Profile**

The District's Service Area is located within Riverside County, the tenth largest county in the United States of America, according to U.S. Census data. Riverside County and San Bernardino County comprise the Inland Empire, one of the nation's fastest-growing metropolitan areas. The Inland Empire covers approximately 27,000 square miles with a population of about 4.65 million.

The population in Riverside County is currently estimated to be approximately 2.44 million. According to the United States Census Bureau, the population in Riverside County has increased by about 11.7% since 2010, compared to the State's population growth during that same period of approximately 5.14%.

Since the early 2000s, the City of Beaumont continues to be a fast-growing city as the population nearly tripled between 1980 and 2005. Between 2010 and 2021, the City experienced a population increase of approximately 47%. Between April 2020 and July 2021 alone, there was an estimated 4% increase in population. The population (July 2021) is about 55,250 (2020 Census data estimated 53,100). Beaumont was the fastest-growing California city of those, with people exceeding 30,000 in 2019.

However, the population in the unincorporated community of Cherry Valley has exhibited less drastic growth over the last decade. The population increased from about 6,300 in 2010 to approximately 8,025 in 2020. Primarily rural residential, the population density and development in Cherry Valley is less than in the City of Beaumont.

The District provides domestic and non-potable water service to a population of approximately 63,275 between the City of Beaumont and Cherry Valley. The population is expected to double by 2045. At "build-out," the District's total service area population may grow to over 145,000, but this may not happen until after 2045. Table 1 below presents additional demographic and economic statistics for the County of Riverside.

The District’s current customer base comprises primarily residential and commercial customers. Large consumers remain consistent year to year, with the City of Beaumont, K Hovnanian’s Four Seasons, Beaumont Unified School District, Solera Oak Valley Greens, and Perricone Juices rounding out the top five users.

According to US Census Bureau projections, median household incomes within the City of Beaumont are \$88,932 and 25.3% higher than the County of Riverside at \$71,000, and 13.0% higher than the Statewide median household income of \$78,672. The median value of a single-family owner-occupied housing unit in the vicinity of the City of Beaumont is \$388,700.

**Table 1  
Demographic and Economic Statistics**

**Demographic and Economic Statistics  
Last Ten Years**

Calendar Year	Population	County of Riverside		
		Median Household Income	Per Capita Personal Income	Unemployment Rate
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%
2021	53,036	71,000	29,900	4.9%

**Sources:**

Population: State of California Department of Finance

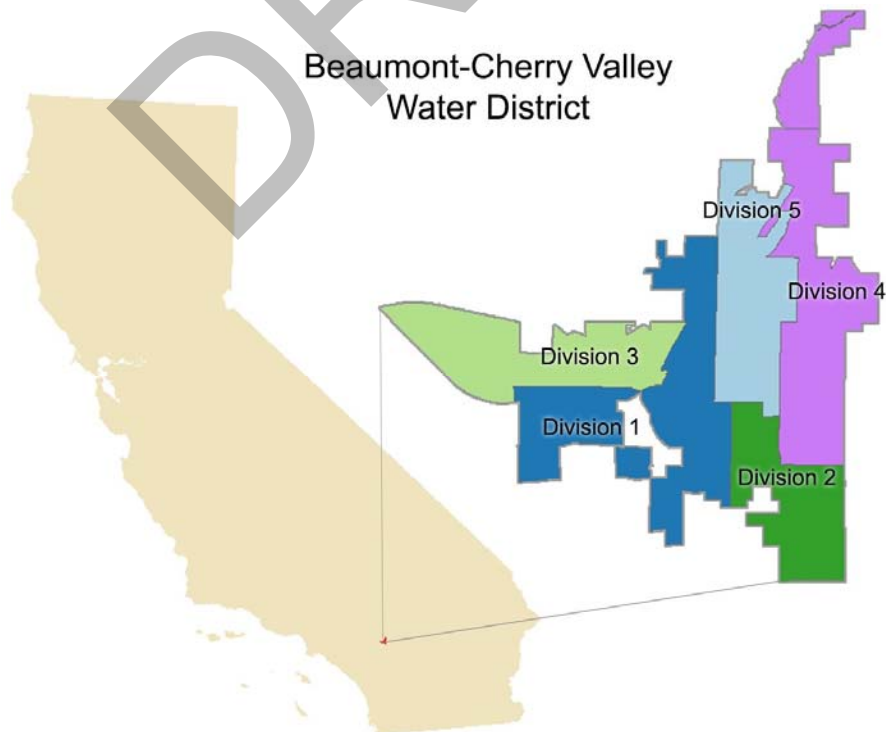
County Data: Riverside County Office of Economic Development

## About the Beaumont-Cherry Valley Water District

### District Governance

The District's Board of Directors comprises 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. Appointed by the Board, the General Manager administers the daily affairs of the District and implements policy per the direction 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 before the new fiscal year. The budget authorizes and provides the basis for financial reporting and control of the economic operation, and accountability for District funds.

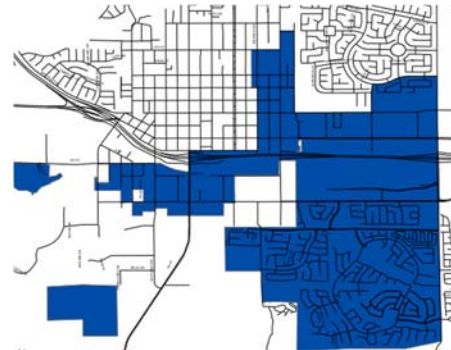
Board of Directors	Division Represented	Term Expiration
Lona Williams, President	Division 2	December 6, 2024
Andy Ramirez, Vice President	Division 1	December 6, 2024
David Hoffman, Secretary	Division 5	December 2, 2026
John Covington, Treasurer	Division 4	December 2, 2026
Daniel Slawson, Member	Division 3	December 2, 2026





## Board of Directors

### Division 2



Lona Williams  
President

### **Beaumont-Cherry Valley Water District Board Member**

Ms. Lona Williams was appointed to Division 2 of the Beaumont-Cherry Valley Water District Board of Directors on October 2, 2018. She ran unopposed for the vacancy and was re-appointed in the election for 2020-2024.

### **Dedication to progress**

As a board member, President Williams ensured that implemented policies were successful for projects such as six water conservation projects; a cooperative agreement for recycled water; securing \$1.5 million in federal grants for meter improvements; and implementation of the Beaumont MDP Line 16 Project, a joint project between the Riverside County Flood Control and Water Conservation District (RCFC&WCD) and the Beaumont-Cherry Valley Water District (BCVWD). This project aims to protect the Cherry Valley community from a flood. It will help offset the need for imported water by conveying stormwater to the Noble Creek Recharge Facility and recharging the Beaumont Groundwater Management Zone. Additionally, Ms. Williams serves on the Finance and Audit Committee, which oversees financial reporting, audits, and internal controls while promoting fiscal responsibility and transparency.

### **Professional Experience**

Ms. Williams' professional experience ranges from medical assistance to highly responsible administrative support. She served for ten years as Registrar at Banning High School. She worked in the City of Banning Public Works Department. She assisted the department director with complex administrative activities, including office management, development of presentations and staff reports, department budget monitoring, contract administration, and official records maintenance.

Ms. Williams holds a Master's degree in Business Administration and a Bachelor of Science in Business from the University of Redlands. During her university career, she was active in the Whitehead Leadership Society, an organization promoting active service and support to the university community and fostering an academic climate for student achievement.



## Division 1



Andy Ramirez  
Vice President

### **Beaumont-Cherry Valley Water District Board Member**

Andy Ramirez has been a Beaumont-Cherry Valley Water District board member since 2016. He is an experienced public servant and currently serves as a Deputy Director of Public Works for a local agency. Vice President Ramirez enjoys simplifying organizational complexities, improving operational and budgetary efficiencies, and building cohesive teams. Mr. Ramirez has a Master's in Public Administration and graduated with the highest honors from California Baptist University. He resides with his wife and children in Beaumont, California.

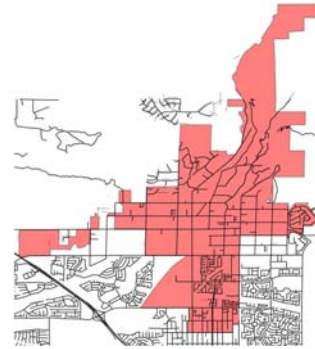
### **Dedication to progress**

As a board member, Vice President Ramirez has ensured that policies bring about successful projects such as six water conservation projects; a cooperative agreement for recycled water; securing \$1.5 million in federal grants for meter improvements; and starting the construction of the Beaumont MDP Line 16 Project, a joint project between the Riverside County Flood Control and Water Conservation District (RCFC&WCD) and the Beaumont-Cherry Valley Water District (BCVWD). This project aims to protect the Cherry Valley community from a flood. It will help offset the need for imported water by conveying stormwater to the Noble Creek Recharge Facility and recharging the Beaumont Groundwater Management Zone. Additionally, Mr. Ramirez advocated for area residents who lost income due to COVID-19 to seek rent and utility support through the United Lift Rental Assistance Program.

### **Professional Experience**

Mr. Ramirez began his career in the water industry in the late 1990s, installing water and sewer pipelines. His diverse experience continued into the public sector as an executive advisor to the City of Hemet Fire Chief, a Management Analyst in the City Manager's office for the City of San Jacinto, and managing operations for the City of San Bernardino. For over a decade, Mr. Ramirez has served in municipal government. He has enjoyed collaborating with local agencies and intergovernmental committees such as the Western Riverside Council of Governments (WRCOG). He and his family currently volunteer their time at their local church.

## Division 5



David Hoffman  
Secretary

### **Beaumont-Cherry Valley Water District Board Member**

David Hoffman was elected to the Beaumont-Cherry Valley Water District Board of Directors in 2014. Since taking office, Mr. Hoffman has dedicated himself to the District, emphasizing fiscal responsibility and sustainability. His devotion is recognized by Board nominations of Treasurer from 2017 through 2019 and again in 2021, with unanimous support each year.

As a board member, Mr. Hoffman has ensured policies create successful projects in water conservation projects; securing \$1.5 million in federal grants for meter improvements; and implementation of the Beaumont MDP Line 16 Project, a joint project between the Riverside County Flood Control and Water Conservation District (RCFC&WCD) and the Beaumont-Cherry Valley Water District (BCVWD).

During the Covid-19 pandemic, Mr. Hoffman provided support on financial utility assistance grants through the California Water and Wastewater Arrearages Payment Program, a program funded by the State Water Resources Control Board using the Federal American Rescue Plan Act of 2021 (ARPA), as well as rent and utility support through the United Lift Rental Assistance Program through the County of Riverside.

### **Dedication to fiscal responsibility**

In addition to being the Board Treasurer for several years, Mr. Hoffman has been the Chairman of the Finance and Audit Committee since 2016. The Committee oversees financial reporting, audit, and internal controls while promoting fiscal responsibility and transparency. Mr. Hoffman's input and recommendation to the Board for the District to engage an investment consultant to maximize District earnings was vital. The advice ensured that the District maintained investments that met policy requirements for safety, liquidity, and return.

### **Professional Experience**

Mr. Hoffman has been a local businessman since 1982, providing products and services in the Calimesa area. With a focus on customer service, individualized support, and attention to detail, the family-run business has customers from all over the Inland Empire, has expanded to a 3,000 sq. ft. retail store, and has an additional five-acre hay yard. As a Calimesa Chamber of Commerce member, Mr. Hoffman and his company understand the local community's needs and participate in community workshops and animal education.

## Division 4



John Covington  
Treasurer

### **Administrator, Morongo Band of Mission Indians**

The Morongo Band of Mission Indians has employed Mr. Covington since 2005. He manages the Tribe's Water and Wastewater Departments and implements all water resource management activities. He serves as the Tribal Government Administrator, overseeing other tribal departments. His professional career started in 1987 in the public sector of the water industry, and he continues working for the tribal government. His expertise lies in potable and non-potable water systems, design and distribution, water supply operations, water supply hydraulics, water treatment, quality, resource, and water rights management. He also has extensive knowledge of Tribal water rights (Federally Reserved), state water rights, and statewide resource water management.

### **PROFESSIONAL LICENSES and SOCIETIES**

- ❖ State of California Water Distribution Grade III
- ❖ State of California Water Treatment Grade III
- ❖ American Water Works Water Distribution Operator Grade II
- ❖ State of California Tribal Advisory Committee Member (DWR)
- ❖ American Water Works Association CA/NV Member
- ❖ Association of California Water Agencies Member
- ❖ California Rural Water Association Board Member
- ❖ State of California Delegate, National Rural Water Association Board of Directors
- ❖ Beaumont Cherry Valley Water District Elected Member (Elected)
- ❖ Riverside County Municipal Advisory Commission (Chairman)

Mr. Covington has over three decades of industry experience and serves many local agencies and intergovernmental committees. He is experienced in local and regional water issues and has been instrumental in advocating for legislative reform relating to Native American water resources and water rights. Mr. Covington has provided expert witness testimony about water rights and is recognized by many agencies as a collaborative key person in negotiations and implementing critical management decisions and projects.

Mr. Covington's commitment to the water industry and community is demonstrated through his community service, membership, and participation in several committees statewide

### **PROFESSIONAL EXPERIENCE:**

Currently, he has 35 years of water industry experience, an Associate of Arts Degree, and a Water Supply Engineering Certification from San Bernardino Valley College District.

### Division 3



Daniel Slawson  
Director

#### **Partner, Winchester Associates, Inc.**

As a partner of Winchester Associates, Mr. Slawson manages the Surveying Division and is Vice President of Land Surveying. Since 1992, his experience has been in Local Agency improvement design standards, infrastructure planning, parcel and tract mapping, and boundary and construction surveying. This experience has allowed him to understand and advise on infrastructure issues, comment on contract provisions and negotiations, and offer insight on project impacts on the region.

Mr. Slawson is licensed by the California Department of Consumer Affairs Board of Professional Engineers, Land Surveyors, and Geologists as a Professional Land Surveyor, and he also earned a Certificate in Computer Aided Design from the University of California Riverside.

#### **Dedication to the Community**

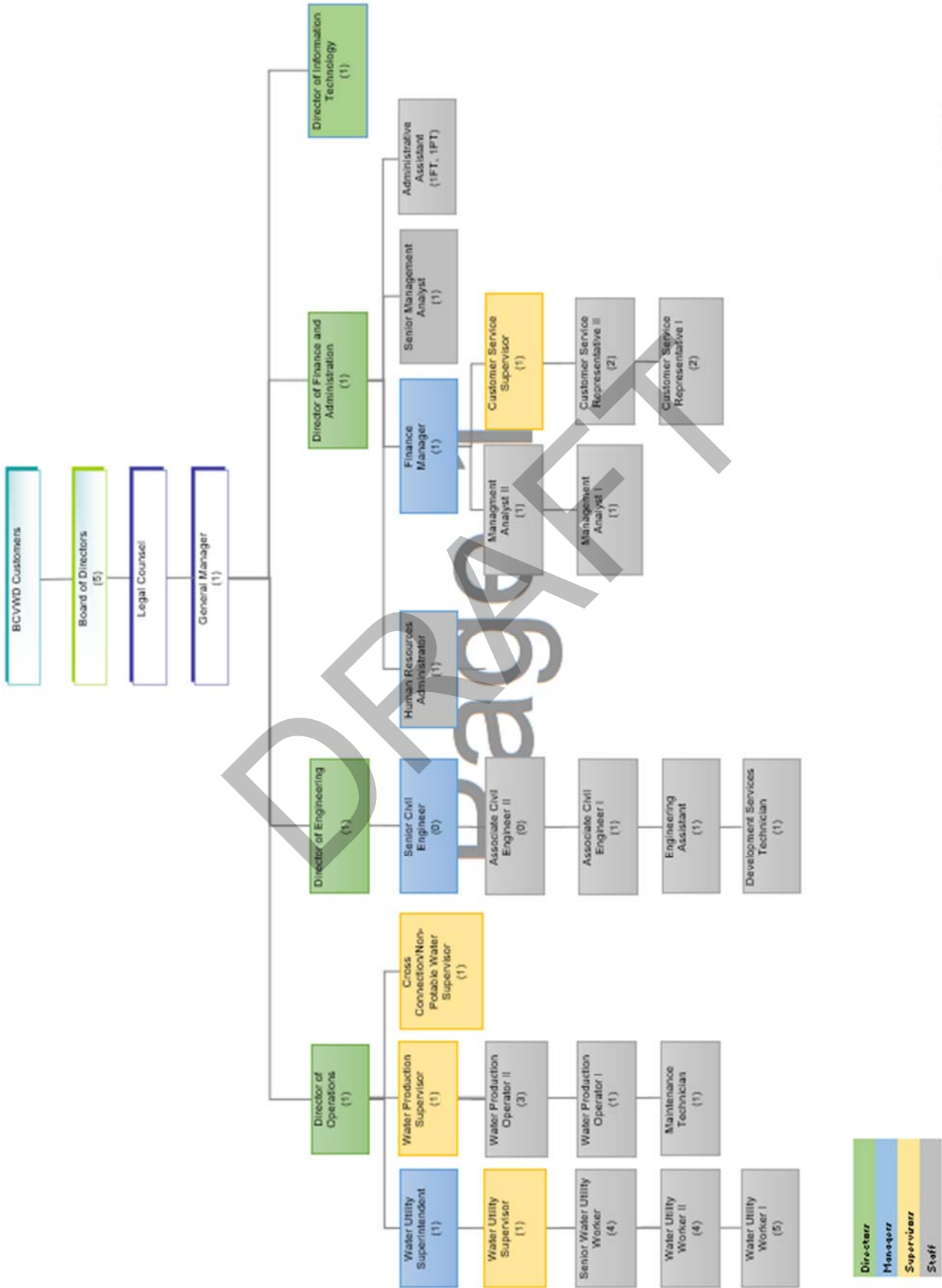
In addition to advocating for conservation and fiscal sustainability, Mr. Slawson encourages collaboration and communication. In addition to being an elected Board member to the District, Mr. Slawson is also:

- Chair of the San Geronio Pass Regional Water Alliance
- Member of the Association of California Water Agencies
- Member of the California Special Districts Association and an
- An active member of Toastmasters International, Moreno Valley Motivators Club Division.

Daniel Slawson has been a Board Member of the Beaumont-Cherry Valley Water District since 2012. His public service for the District includes a nomination and acceptance as the District's Board President in 2017, Vice-Presidency in 2019, and Board President in 2021. Each nomination was unanimously approved. His service aided the District in achieving and gaining annual recognition awards, sustaining financial stability, and providing a source for collaboration with other special district entities.

Mr. Slawson was raised in the beautiful area of Moreno Valley and has lived in our prestigious City of Beaumont for 17 years. Mr. Slawson is married to a passionate and caring registered nurse, continuing the service theme, and his pre-teen daughter attends a local Beaumont public school.

# BCVWD Organization Chart 2023



Effective 01/01/2023

## 2023 Salary Schedule

### Beaumont-Cherry Valley Water District Salary Schedule by Classification

Effective: January 1, 2023 Classification	Salary Range*	Hourly rates (per step)					Annual Range	
		Step 1	Step 2	Step 3	Step 4	Step 5	(based on 2080 hrs.; rounded to nearest dollar)	
Accounting Technician	26	30.37	31.89	33.48	35.15	36.91	63,170	76,773
Administrative Assistant	22	27.51	28.89	30.33	31.85	33.44	57,221	69,555
Assistant General Manager	69	87.80	92.19	96.80	101.64	106.72	182,624	221,978
Associate Civil Engineer I	42	45.08	47.33	49.70	52.18	54.79	93,766	113,963
Associate Civil Engineer II	47	51.00	53.55	56.23	59.04	61.99	106,080	128,939
Customer Service Representative I	12	21.50	22.57	23.70	24.89	26.13	44,720	54,350
Customer Service Representative II	18	24.93	26.18	27.49	28.86	30.30	51,854	63,024
Customer Service Supervisor	33	36.10	37.90	39.79	41.78	43.87	75,088	91,250
Development Services Technician	22	27.51	28.89	30.33	31.85	33.44	57,221	69,555
Director of Engineering	61	72.07	75.67	79.45	83.42	87.59	149,906	182,187
Director of Finance and Administration	64	77.61	81.49	85.56	89.84	94.33	161,429	196,206
Director of Information Technology	56	63.70	66.88	70.22	73.73	77.42	132,496	161,034
Director of Operations	60	70.30	73.81	77.50	81.38	85.45	146,224	177,736
Engineering Assistant	37	39.84	41.83	43.92	46.12	48.43	82,867	100,734
Engineering Intern	2	16.79	17.63	18.51	19.44	20.41	34,923	42,453
Finance Manager	50	54.91	57.66	60.54	63.57	66.75	114,213	138,840
General Manager	contract					120.20		250,016
Human Resources Administrator	39	41.86	43.95	46.15	48.46	50.88	87,069	105,830
Maintenance Technician	28	31.90	33.50	35.17	36.93	38.78	66,352	80,662
Management Analyst I	31	34.36	36.08	37.88	39.77	41.76	71,469	86,861
Management Analyst II	38	40.85	42.89	45.03	47.28	49.64	84,968	103,251
Cross Connection/Non-Potable Water Supervisor	42	45.08	47.33	49.70	52.18	54.79	93,766	113,963
Senior Civil Engineer	53	59.14	62.10	65.21	68.47	71.89	123,011	149,531
Senior Management Analyst	45	48.53	50.96	53.51	56.19	59.00	100,942	122,720
Senior Water Utility Worker	27	31.13	32.69	34.32	36.04	37.84	64,750	78,707
Water Production Operator I	21	26.85	28.19	29.60	31.08	32.63	55,848	67,870
Water Production Operator II	28	31.90	33.50	35.17	36.93	38.78	66,352	80,662
Water Production Supervisor	42	45.08	47.33	49.70	52.18	54.79	93,766	113,963
Water Utility Superintendent	46	49.75	52.24	54.85	57.59	60.47	103,480	125,778
Water Utility Supervisor	39	41.86	43.95	46.15	48.46	50.88	87,069	105,830
Water Utility Worker I	17	24.44	25.66	26.94	28.29	29.70	50,835	61,776
Water Utility Worker II	22	27.51	28.89	30.33	31.85	33.44	57,221	69,555

Board of Directors

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

*\*\*Positions highlighted in grey are non-budget positions not intended to be filled in 2023*



**Beaumont-Cherry Valley Water District  
2023 Full Salary Range Schedule**

Salary Range	Hourly				
	Step 1	Step 2	Step 3	Step 4	Step 5
1	16.38	17.20	18.06	18.96	19.91
2	16.79	17.63	18.51	19.44	20.41
3	17.21	18.07	18.97	19.92	20.92
4	17.65	18.53	19.46	20.43	21.45
5	18.08	18.98	19.93	20.93	21.98
6	18.54	19.47	20.44	21.46	22.53
7	18.99	19.94	20.94	21.99	23.09
8	19.48	20.45	21.47	22.54	23.67
9	19.95	20.95	22.00	23.10	24.26
10	20.47	21.49	22.56	23.69	24.87
11	20.97	22.02	23.12	24.28	25.49
12	21.50	22.57	23.70	24.89	26.13
13	22.03	23.13	24.29	25.50	26.78
14	22.57	23.70	24.89	26.13	27.44
15	23.14	24.30	25.51	26.79	28.13
16	23.72	24.91	26.16	27.47	28.84
17	24.44	25.66	26.94	28.29	29.70
18	24.93	26.18	27.49	28.86	30.30
19	25.54	26.82	28.16	29.57	31.05
20	26.19	27.50	28.87	30.31	31.83
21	26.85	28.19	29.60	31.08	32.63
22	27.51	28.89	30.33	31.85	33.44
23	28.21	29.62	31.10	32.65	34.28
24	28.90	30.35	31.87	33.46	35.13
25	29.63	31.11	32.67	34.30	36.01
26	30.37	31.89	33.48	35.15	36.91
27	31.13	32.69	34.32	36.04	37.84
28	31.90	33.50	35.17	36.93	38.78
29	32.70	34.34	36.06	37.86	39.75
30	33.51	35.19	36.95	38.80	40.74
31	34.36	36.08	37.88	39.77	41.76
32	35.21	36.97	38.82	40.76	42.80
33	36.10	37.90	39.79	41.78	43.87
34	37.00	38.85	40.79	42.83	44.97
35	37.92	39.82	41.81	43.90	46.10
36	38.87	40.81	42.85	44.99	47.24
37	39.84	41.83	43.92	46.12	48.43
38	40.85	42.89	45.03	47.28	49.64
39	41.86	43.95	46.15	48.46	50.88
40	42.90	45.05	47.30	49.67	52.15
41	43.98	46.18	48.49	50.91	53.46
42	45.08	47.33	49.70	52.18	54.79
43	46.20	48.51	50.94	53.49	56.16
44	47.36	49.73	52.22	54.83	57.57
45	48.53	50.96	53.51	56.19	59.00
46	49.75	52.24	54.85	57.59	60.47
47	51.00	53.55	56.23	59.04	61.99
48	52.28	54.89	57.63	60.51	63.54
49	53.59	56.27	59.08	62.03	65.13
50	54.91	57.66	60.54	63.57	66.75

Salary Range	Hourly				
	Step 1	Step 2	Step 3	Step 4	Step 5
51	56.29	59.10	62.06	65.16	68.42
52	57.70	60.58	63.61	66.79	70.13
53	59.14	62.10	65.21	68.47	71.89
54	60.62	63.65	66.83	70.17	73.68
55	62.13	65.24	68.50	71.93	75.53
56	63.70	66.88	70.22	73.73	77.42
57	65.28	68.54	71.97	75.57	79.35
58	66.92	70.27	73.78	77.47	81.34
59	68.58	72.01	75.61	79.39	83.36
60	70.30	73.81	77.50	81.38	85.45
61	72.07	75.67	79.45	83.42	87.59
62	73.86	77.55	81.43	85.50	89.78
63	75.71	79.50	83.48	87.65	92.03
64	77.61	81.49	85.56	89.84	94.33
65	79.54	83.52	87.70	92.08	96.68
66	81.53	85.61	89.89	94.38	99.10
67	83.55	87.73	92.12	96.73	101.57
68	85.65	89.93	94.43	99.15	104.11
69	87.80	92.19	96.80	101.64	106.72
70	89.99	94.49	99.21	104.17	109.38
71	92.25	96.86	101.70	106.78	112.12
72	94.56	99.29	104.25	109.46	114.93
73	96.90	101.75	106.84	112.18	117.79
74	99.33	104.30	109.51	114.99	120.74
75	101.82	106.91	112.26	117.87	123.76
76	104.37	109.59	115.07	120.82	126.86
77	106.97	112.32	117.94	123.84	130.03
78	109.64	115.12	120.88	126.92	133.27
79	112.38	118.00	123.90	130.10	136.61
80	115.19	120.95	127.00	133.35	140.02
81	118.08	123.98	130.18	136.69	143.52
82	121.03	127.08	133.43	140.10	147.11
83	124.05	130.25	136.76	143.60	150.78
84	127.14	133.50	140.18	147.19	154.55
85	130.34	136.86	143.70	150.88	158.42
86	133.61	140.29	147.30	154.66	162.39
87	136.92	143.77	150.96	158.51	166.44
88	140.35	147.37	154.74	162.48	170.60
89	143.87	151.06	158.61	166.54	174.87
90	147.46	154.83	162.57	170.70	179.24
91	151.14	158.70	166.64	174.97	183.72
92	154.92	162.67	170.80	179.34	188.31
93	158.80	166.74	175.08	183.83	193.02
94	162.77	170.91	179.46	188.43	197.85
95	166.83	175.17	183.93	193.13	202.79
96	171.00	179.55	188.53	197.96	207.86
97	175.29	184.05	193.25	202.91	213.06
98	179.67	188.65	198.08	207.98	218.38
99	184.15	193.36	203.03	213.18	223.84
100	188.75	198.19	208.10	218.51	229.44

COLA of 5% applied to all salary ranges

### Personnel Summary by Department

Full and Part-Time District Employees	2019 Actual	2020 Actual	2021 Budget	2021 Actual	2022 Budget (FT)	2022 Budget (PT) <sup>(9)</sup>	2023 Budget (FT)	2023 Budget (PT) <sup>(9)</sup>
<b>Engineering</b>	6	6	7 <sup>(1)</sup>	5	4	3 <sup>(1)</sup>	4	3 <sup>(1)</sup>
<b>Finance and Administration</b>								
<b>Administration<sup>(2)</sup></b>	7	7	11 <sup>(3,4,5)</sup>	8	7	4 <sup>(3,4,5)</sup>	7	2 <sup>(4,6)</sup>
<b>Finance</b>	6	4	6	5	5	0	5	0
<b>Human Resources</b>	1	1	1	1	1	0	1	0
<b>Information Technology</b>	1	1	1	1	1	0	1	0
<b>Operations</b>								
<b>Source of Supply</b>	4	4	6	4	6	0	6	0
<b>Transmission and Distribution</b>	13	12	15	13	13	6 <sup>(7)</sup>	13	10 <sup>(8)</sup>
<b>Field Inspections</b>	0	0	0	0	0	0	0	0
<b>Customer Service and Meter Reading</b>	3	3	3	3	3	0	3	0
<b>Maintenance and General Plant</b>	0	0	1	1	1	0	1	0
<b>Total Positions</b>	<b>41</b>	<b>41</b>	<b>51</b>	<b>41</b>	<b>41</b>	<b>13</b>	<b>41</b>	<b>15</b>

- (1) Includes 2 part-time District Engineers at a maximum of 640 hours and 1 Intern at a maximum of 988 hours
- (2) Includes General Manager, Administrative Assistants, and Customer Service Representatives
- (3) Included 1 part-time Customer Service Rep I for a maximum of 988 hours and 1 part-time Accountant III for a maximum of 640 hours
- (4) Includes an Administrative Assistant for a maximum of 988 hours
- (5) Included 2 temporary part-time employees to implement the AMR/AMI program
- (6) Consolidated 2 part-time, temporary employees to implement the AMR/AMI program into 1 temporary position for a maximum of 2,000 hours
- (7) Included 4 part-time Water Utility Worker I positions for seasonal projects for a maximum of 959 hours each as well as 2 temporary employees to implement the AMR/AMI program for a maximum of 2,000 hours each
- (8) Includes 8 part-time Water Utility Worker I positions for seasonal projects for a maximum of 959 hours each as well as 2 temporary employees to implement the AMR/AMI program for a maximum of 2,000 hours each
- (9) A part-time position is any position that is scheduled for less than 2,080 hours and does not qualify for certain benefits, including vacation accruals or holiday pay.



### *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 on 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 primary method of a contribution rate. The plan's regular 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. At the regular meeting held on May 11, 2022, the Board adopted Resolution 2022-15: Electing to Participate in the California Employers' Retiree Benefit Trust (CERBT) program, Adopting the Agreement to Prefund Other Post-Employment Benefits Through CalPERS, and Execution of Related Documents. CERBT is a Section 115 trust fund dedicated to prefunding Other Post-Employment Benefits (OPEB) for all eligible California public agencies. By joining this trust fund, the District is currently prefunding future costs from investment earnings provided by CalPERS. Contributions to the CERBT programs are voluntary and determined by the District. Under the District's current Funding Policy, the OPEB Trust is funded with \$104,000 annually through the end of Fiscal Year 2024.



The District-Wide Accomplishments and Goals motivate the District to implement measurable action plans to meet the vision and mission of the District. The District reviews the goals' importance, value, and benefits to measure performance, enhance productivity, enforce fiduciary responsibilities, and provide a safe and secure workplace.

## **2022 DISTRICT-WIDE ACCOMPLISHMENTS**

1. Completed and distributed the 2021 Water Quality Report and Consumer Confidence Report to communicate BCVWD's source of drinking water quality to the levels of any contaminants found and potential health effects in the local drinking water.
2. Completed and implemented the 2020 Census Redistricting Map to communicate compliance with Riverside and San Bernardino Counties, a revision to the district division lines to align voters with district representation for legislative delegation.
3. Completed the 2023 Board of Directors election for Districts 3, 4, & 5 in compliance with the Riverside County and San Bernadino County Registrars of Voters.
4. Recognition of the annual Great Place to Work certification in an employee engagement survey for the fiscal year 2022 by the international accreditation system called Great Place to Work, evaluating the health of the organization. The certification is the second consecutive year of recognition.
5. Completed the Well rehabilitation and pumping unit repair projects to improve the quality of supply and serviceable equipment and prevent excessive repair or equipment failure for Wells 10, 18, 23, and 29.
6. Purchased a Global Positioning System (GPS instrument), supported setup and interface with the Information Technology Department, and provided staff training to provide for the improved accuracy of the District's potable and non-potable water system maps, including water meter location activities as well as mapping of customer non-potable/potable water use areas, and Recycled Water piping locations for anticipated upcoming recycled water permitting activities.
7. Advanced District water system mapping efforts related to the District's GIS facilities mapping system. Said work included the addition of approximately 13.4 miles of piping related to recently constructed District and Developer projects (said piping addition increased overall District system mapping by about 5%.
8. Complete the Automatic Meter Read (AMR) portion of the AMR/ Automatic Meter Infrastructure (AMI) project by supporting the final deployment of remaining automatic meters (approximately 3,000 meters and associated transmitters (radios)) at customer locations in conjunction with Finance and Administrative Services and Operations Departments. Complete AMI deployment, including installation of system collector and repeater components throughout the District, including quarterly testing and quality assurance activities. Upon system testing and commissioning, the District will deploy the customer-facing web portal and enable AMI technology to automate, increase operational

- efficiency, and improve meter collecting and reporting capabilities by year-end 2023.
9. Provided various projects to rehabilitate and reconstruct existing facilities to promote higher maintenance activities and revise facilities' landscaping to improve facility aesthetics and drought tolerance, thereby enabling a better public image.
  10. Completed and Implemented the BCVWD Miscellaneous Fee Study that communicates to consumers miscellaneous fees to cover the cost of services and materials, to encourage compliance with administrative rules, and to repair or replace damaged equipment related to water services.
  11. Recognition of the annual Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2021 by the Government Finance Officers Association (GFOA), increasing the District's financial performance transparency.
  12. Recognition of the annual Operating Budget Excellence Award for the fiscal year 2022 by the California Society of Municipal Finance Officers (CSMFO) for summarizing financial information of key economic facts on expenditures and revenues.
  13. Acceptance and Implementation of the 2022 BCVWD Operating Budget that communicates a transparent look at the District's day-to-day, short-term, and long-term financial stability annually.
  14. Recognition of the annual Investment Policy Certification by the California Municipal Treasurers Association (CMTA) for Investment Policy Certification for the fiscal year 2022 sustained compliance with current state statutes governing local government entities' investment practices.
  15. Coordinated and monitored mud and debris flow events and District responses (rain event responses) from the Apple/ El Dorado burn scar with emergency personnel and Riverside County Flood Control & Water Conservation District.
  16. Provided District and Regional Master Planning Activities internally and with various community partners, including continued review and analysis of District water demands. Work included data updates to 32 housing tract water consumption for 2016, 2017, 2018, and 2019 to understand effects of new construction and implemented water conservation measures related to District Water Supply Consumption. Work includes updating mapping and anticipated facilities of the District Water Master Plan and completing a Draft of the District's Recycled Water Master Plan.
  17. Supported the Finance and Operations departments on grant funding opportunities for the Automatic Meter Reading/Advanced Metering Infrastructure (AMR/AMI) Project, the SCADA Project, and secured \$2.58M of ARPA funding from the county of Riverside for the Noble Tank Pipeline and B-Line. Completed programming of all remaining transmitters for AMR component of AMR/AMI project or approximately 36% of remaining project transmitters (7,500 transmitters of 20,450 total project transmitters).

## 2023 DISTRICT-WIDE GOALS

1. Complete and Distribute the 2022 Water Quality and Consumer Confidence reports by communicating to consumers the report's availability by the end of the 2023 fiscal year. This will reflect an improvement in customer communication to meet BCVWD's goal of providing safe water to the community annually. This goal will be accomplished by completing the report within the parameters of the State of California.
2. Continue to meet the State and Federal drinking water standards and required regulatory water quality sampling to administer preservation of water quality for protecting the environment, public health, and water allocation for present and future generations. Provide all sampling and operational requirements necessary to meet all State and Federal drinking water standards and all regulatory water quality sampling requirements, including completion of UCMR 5 water constituent sampling activities.
3. Improve fiduciary responsibilities by earning an unmodified "clean" opinion for the financial statement audit. This will reflect an improvement of transactional duties to ensure that financial information is represented fairly and accurately. This goal will be accomplished by completing the 2022 financial audit by the end of the 2023 fiscal year.
4. Continue implementing the Water Shortage Contingency Plan (WSCP) and drought restrictions as part of the 2020 Urban Water Management Plan to meet the requirements of Governor Newsom's proclamation of a drought state of emergency for all counties in California.
5. Advance the District's cybersecurity initiative by working with all District Departments, including Human Resources (related to integrating Policies and Procedures into the overall District Policies and Procedures framework), to complete the District's Cybersecurity Program Policies and Procedures. IT Department Staff will also advance through continued deployment, testing, and refining all applications, technologies, and systems reasonably necessary to ensure a secure, safe, and effective workplace. IT Department will continue to leverage investments made by the District in 2021 and 2022 to continue to maximize the District's effectiveness of the cybersecurity program through 2023 and beyond. Staff proposes to assess and plan for using items such as artificial intelligence technologies to ensure maximum identification and response to security threats.
6. Continue advancing District and regional water supply activities, including analysis, and planning for the District, the San Geronio Pass Water Agency, and the San Geronio Pass region stakeholders, including updates to annual water supply and consumption modeling, annual water storage, and future needs assessments, and continued advancement of District and regional Sites Reservoir participation.
7. Coordinate with BCVWD Operations Department to commence and advance Capital Improvement Projects, including a request for proposals (as necessary) and design of the following District-Wide locations.
8. Advance the implementation of the new Supervisory Control and Data Acquisition (SCADA) system

that will enable staff to have increased oversight and control of all water operations and facilities. Said system will include remote and mobile device access opportunities, improving system maintenance and control operations activities. Project components include site retrofits and upgrades of electrical equipment, wires, communications equipment, etc., and all District facilities sites (e.g., wells, booster, reservoirs, pressure-reducing stations, etc.).

9. Finalize design and construction documents for Water Storage Tank Recoating, Painting, and Rehabilitation at Cherry Tanks I & II, Vineland Tank I, and Lower Edgar Tank and complete coating, painting, and modifications to said facilities in 2023 and 2024.
10. Complete the MDP Line 16 project by providing management activities of maintaining maximum imported water recharge, new stormwater collection, and recharge activities for MDP Line 16 tributary area, and management of Noble Creek Recharge Facility Phase 1 and 2 basins.

The General Managers Executive Leadership Team provides strategic and operational leadership to the District to influence organizational tools to enhance productivity, enforce fiduciary responsibilities, and provide a safe and secure workplace.

## **2022 EXECUTIVE LEADERSHIP TEAM ACCOMPLISHMENTS**

1. Provided organizational management and leadership to District employees by motivating a collaborative and teamwork approach to the organization's resources for improved efficiency and achieving goals.
2. Effectively communicated with the Board of Directors of District activities by promoting value-added interactions, accountability, building trust, and transparency for decision-making to sustain a healthy relationship and protect the organization's reputation for the betterment of the District and its consumers.
3. Collaborated and secured a 2.58 million dollar ARPA Infrastructure project fund with the County of Riverside for the critical water and wastewater infrastructure in the County's 5th Supervisorial District. The infrastructure projects include a 24" 3040 Pressure Zone Cherry Avenue/International Park Road Transmission Pipeline and "B" Line Upper Edgar Transmission Pipeline and Facilities Project.
4. Collaborated with various external partnerships to build relationships and awareness with consumers, planning, development, and community groups to shape a collaboration platform for building the Districts community water resources.
5. Completed an Insurance Assessment of the District's Assets to ensure proper insurance coverage in the event of recovering financially from unexpected events.

## **2023 EXECUTIVE LEADERSHIP GOALS AND OBJECTIVES**

1. Drive Organizational excellence and teamwork throughout the organization.
2. Provide leadership for all Employees in:
  - a. Quality assurance of District Services and Water Supply.
  - b. Implementation of Organizational policies advisor.
  - c. Prompt and accurate communication.
  - d. Employee accessibility, mentoring, and guiding principals.
  - e. Adhere to District Standards and Policies.
3. Act in concert with the Board to effectively interface and communicate with Federal, State and local elected appointed officials.
4. Continue to meet the State and Federal drinking water standards and required regulatory water quality sampling to administer preservation of water quality for protecting the environment, public health, and water allocation for present and future generations.
5. Drive Recycled Water usage implementation with the City of Beaumont and the San Gorgonia Pass Water Agency.
6. Continue to build external inter-agency relationships with state, regional, and local stakeholders, including the City of Beaumont, the San Gorgonio Pass Water Agency, Yucaipa Valley Water District

(YVWD), the City of Banning, San Geronio Pass Regional Water Alliance, the County of Riverside, Riverside County Flood Control & Water Conservation District, Riverside Local Agency Formation Commission (LAFCO), and others, and provide participation and leadership among agencies.

DRAFT



**Beaumont-Cherry Valley Water District Awards**



The California Society of Municipal Finance Officers is the statewide organization serving all California municipal finance professionals, an affiliate of the nationwide Government Finance Officers Association (GFOA). Its mission is to promote excellence in financial management through innovation, continuing education, and professional development. Recognizing that public servants are obligated to serve the public's interests, CSMFO actively improves fiscal integrity and adherence to the highest standards of ethical conduct and creates better accountability by disseminating best practices.

CSMFO established the Operating Budget Excellence Award to recognize agencies whose budget documents reflect a commitment to specific statewide criteria of the highest quality, our comprehensive, transparent, and exhibit exceptional clarity and presentation effectiveness. The District has received the award for the past two years (2021 and 2022).

The award represents the continued commitment to following best practices in budget preparation. To receive the Excellence Award in budgeting, a governmental unit must publish a budget document that meets specific criteria as a policy document, financial plan, and communication tool. Attainment of the Operating Budget Excellence Award represents a significant accomplishment by BCVWD and its management.



# California Municipal Treasurers Association



*Investment Policy Certification*

Issued on 03/31/2022



## Beaumont Cherry Valley Water District

The California Municipal Treasurers Association certifies that the investment policy of the Beaumont Cherry Valley Water District complies with the current State statutes governing the investment practices of local government entities located within the State of California.



  
\_\_\_\_\_  
President

03/21/2022  
\_\_\_\_\_  
Date

The California Municipal Treasurers Association (CMTA) was founded in 1958 by a handful of Municipal Treasurers from Northern and Southern California whose primary interest was improving their local government function. CMTA is a professional organization with a mission to lead in promoting and enhancing the fiduciary responsibility and integrity of individuals responsible for public funds.

The CMTA Investment Policy Certification confirms the District has met industry best practices for California's public sector agencies and districts. Fellow CMTA members reviewed the policy, many of which have earned the Certified California Municipal Treasurers (CCMT) designation, show transparency and due diligence, and cited all required Government Codes.

The award represents the continued commitment to following best practices in investments. To receive the award, a governmental unit must address eighteen areas of Investment Policies: Scope, Prudence, Objective, Delegation of Authority, Ethics and Conflicts of Interest, Authorized Financial Dealers and Institutions, Authorized and Suitable Investments, Review of Investment Portfolio, Investment Pools/Mutual Funds, Collateralization, Safekeeping and Custody, Diversification, Maximum Maturities, Internal Controls, Performance Standards, Reporting, Investment Policy Adoption, and Glossary. Attainment of the Investment Policy Certification Award represents a significant accomplishment by BCVWD and its management.



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Beaumont Cherry Valley Water District  
California**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

December 31, 2020

*Christopher P. Morill*

Executive Director/CEO

The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure and recognize individual governments to succeed in achieving that goal. The Certificate is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Reports submitted to the Program are reviewed by selected members of the GFOA professional staff and the GFOA Special Review Committee, comprised of individuals with expertise in public sector financial reporting and includes financial statement preparers, independent auditors, academics, and other finance professionals.

**Budget Resolution**

Annually, the Board of Directors (BOD) approves and adopts the Fiscal Year (FY) Operating Budget and Capital Improvement Budget by adopting a Resolution.

The District’s General Manager (GM) is authorized to take all necessary actions to implement the provisions of the FY Budget as adopted by the Resolution, including recruiting and appointing positions within the limits of said Budget and Plan without further Board action.

The GM is directed to implement the Resolution’s intent following applicable procedures. The expenditure amounts designated for the FY are appropriated and expended by departments per funding source designation. The Finance and Administration Department prepares the annual Operating and Capital Improvement Budget, using projected financials for presentation to the BOD, intending to submit for full budget document approval before year-end, effective January 01.

**RESOLUTION 2022-\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT ADOPTING THE FISCAL YEAR 2023 OPERATING BUDGET AND 2023-2027 CAPITAL IMPROVEMENT BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023**

**WHEREAS**, the Board of Directors of the Beaumont-Cherry Valley Water District has reviewed the staff report, draft budget, and associated materials distributed for December 14, 2022, Regular Meeting of the Board of Directors; and

**WHEREAS**, the Board of Directors has determined that it is necessary for the efficient management of the District that certain sums of revenue be appropriated to the activities as set forth in said budget,

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

1. In all aspects, the recitals stated above are true and correct.
2. The Budget Staff Report and Presentation and all associated documents are incorporated herein by reference, approved, and adopted as findings.
3. The Board of Directors determines and adopts the proposed organizational structure outlined in the staff report, budget, and associated documents.
4. The Board of Directors hereby approves and adopts the Fiscal Year (FY) 2023 Operating Budget and 2023-2027 Capital Improvement Budget.
5. The District’s General Manager is authorized to take all necessary actions to implement the provisions of the FY 2023 Budget as adopted by this Resolution, including recruiting and appointing positions within the limits of said Budget and Plan without further Board action.
6. The General Manager is directed to implement the intent of this Resolution as soon as reasonable following applicable procedures. The expenditure amounts designated for FY 2023 are hereby appropriated and may be expended by the departments or funds for which they are designated.

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

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

**ATTEST:**

<p>_____ Director Lona Williams, President of the Board of Directors of the Beaumont-Cherry Valley Water District</p>	<p>_____ Director David Hoffman, Secretary to the Board of Directors of the Beaumont-Cherry Valley Water District</p>
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## **Accounting, Budgeting, and Rate-Setting Structure**

### **Basis of Budgeting: Proprietary Fund Accounting**

Proprietary Funds create a record and account for transactions in government-related activities. The District's financial reporting structure is fund-based. A fund is a separate, self-balancing set of accounts used to account for segregated resources for specific purposes to follow particular regulations, restrictions, or limitations. There are two types of proprietary funds – enterprise funds and internal service funds. An enterprise fund is to account for an activity for which external users are charged a subsequent fee against goods and services. An internal service fund accounts for activities that provide goods and services to other funds. Both fund types use the same Generally Accepted Accounting Principles (GAAP), comparable to the private sector. As required by GAAP, the District's Water Fund uses the full accrual basis accounting, which recognizes revenues in the accounting period in which they are earned and expenses in the accounting period in which the liability is incurred. Unbilled water utility revenues accrue at year-end. A full accrual basis accounting recognizes the economic effect of events that impact an entity during the accounting period, regardless of whether cash was received or spent.

Proprietary Funds account for district activities where the focus determines operating income, financial position, and cash flow. Proprietary funds include enterprise and internal service funds. Both enterprise and internal service funds recover the total cost of providing services (including capital costs) through fees, other revenues, and charges on those using their services.

The District reports all activity in one enterprise fund, the Water Fund, which intends to support user charges or rates for water service. Proprietary funds mainly focus on the flow of economic resources recognized on the accrual basis of accounting. These funds primarily account for all the assets and liabilities relevant to the operations, both short-term and long-term. Occasionally, rate adjustments are needed to ensure the fund maintains adequate cash balances to cover operating costs, debt service, and capital repairs and replacements.

### **What is a Budget?**

The calendar 2023 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 are formalized and described in the chapter Budget by Department. Budgets strategically plan for future business goals and financing needed to achieve such. Operating budgets facilitate planning anticipated income and expenses for a specified budget period. The process maintains an understanding of various District enterprises, how they relate to each other, and 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 put in place before 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**

The budget process begins in February each year and has three distinct functions. The first, in February, is a debrief between Finance and all department staff involved in the prior year's budget process. The intention is to discuss the process, forms, and outcome, improve communication, and improve the process moving forward. By collecting input from each department, staff can address any inefficiencies and identify training needs for the budget processes to follow.

The second process is the mid-year review, which takes place each year in June. The departments review their expense accounts to determine if any mid-year adjustments or amendments are needed. An adjustment is a transfer within a department under \$50,000, approved by the department director and the General Manager. An amendment is an increase or decrease to the approved budget, usually for a considerable unexpected expense, that requires Board approval. In either case, the mid-year review asks departments to evaluate costs concerning their expectations for the current year to ensure that their budgets are on track.

The new year budget preparation begins in July of each year, with the departments preparing for the requirements for the following fiscal year. An annual kickoff meeting is scheduled to discuss the upcoming process, required forms and documents for requests, and timeline. The budget requests are reviewed by the Director of Finance and Administration, and recommendations are presented to the General Manager by September. The budget is presented to the Finance and Audit Committee in October for an initial budget review in detail to address questions before a draft is presented to the full Board of Directors. A budget workshop is scheduled with the Board of Directors for the budget presentation and discussion. The presentation includes information from prior years, projections for the current year, and an explanation of the changes from year to year. Modifications requested by the Board of Directors are implemented to prepare the report's final draft, which is presented to be voted on in December of each year. Below is the budget calendar for the fiscal year 2023.

### **Key Dates for the New Year Budget Preparation**

June	July
Mid-year review of FY 2021-22 revenue and expenditures	Finalize mid-year budget projections for the BOD presentation
Review budget adjustment requests from the department (current fiscal year)	Present mid-year budget update to BOD
Prepare mid-year budget analysis and agenda report for the BOD meeting in July	Informal Status Update to Personnel Committee
Budget kickoff meeting with all Departments	Review of Capital Improvement Program (CIP) budgets and projects (status update)

August	September
Budget meeting with all Departments	Final review of Capital Improvement Program (CIP) budgets and projects (status update)
Distribute department narratives, goals, accomplishments, and organization charts to Departments for review and update	Initial draft of expense justification reports requests due from Departments
Personnel Request Forms to GM (if applicable)	Supplemental budget requests due from Departments
Review of Departmental supplemental budget request	GM meetings with Departments to discuss proposed budget requests
Personnel change requests discussed at Personnel Committee	Completion of Departmental Goals & Accomplishments
Goals and Accomplishments meeting with all departments	

October	November
Personnel change requests discussed at Personnel Committee	Final Draft budget approved by Finance & Audit Committee
Draft budget prepared, review by Departments	Final Draft budget finalized for BOD presentation
Draft budget reviewed by Finance & Audit Committee in preparation for BOD review/approval.	

December
FY 2023 Budget adopted by Board of Directors

## **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 liability reduction.
- The timing of revenue and expenses are the same under 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 before a public hearing on any proposed rate increase. During those 45 days, 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 the 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, the management staff is responsible for monitoring their department’s budgets. Finance staff provides tools for managers to review their budgets at any time. In addition to the budget process, the team presents a monthly budget report to the Finance and Audit Committee for a detailed review before being submitted to the Board of Directors (Board) for review and approval. The reports update the Board on the progress of all operating revenues and expenses for the Water Fund. 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 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 a Budget Adjustment or Amendment request to be approved.

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 transfers between line items within their department. Budget transfers between departments must be approved by each department director and the General Manager. Any single line item modification of more than \$50,000 shall require approval by the Board. Any amendment (addition or reduction) 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 regular meetings on the first Thursday of each month.

The General Manager may authorize hiring full-time staff if the Board of Directors has approved the position or classification. In addition, the General Manager may approve the hiring of temporary or part-time staff as needed.

The General Manager's Declaration of a District Emergency is a public acknowledgment of the severe 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 can 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 following the District Investment Policy, intended to provide guidelines 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 the safety of the 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 balanced budget definition, current operating expenses will be paid from current revenues and reserves carried forward from the prior year. Additional personnel is requested to meet program initiatives, and policy directives after service needs are identified.

### 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 that are impossible to anticipate and budget. 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 designated for purchasing 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 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 the continuity of customer services regardless of cash flow. This Reserve has 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 and 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 designate specific fees for expanding the domestic water system. The annual minimum funded represents fees collected during the year. Appropriation of reserves is approved through Board action. Funds appropriated to these reserves are invested similarly to other District investments, with interest earnings on the restricted reserves credited logically and systematically.

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

The Board of Directors establishes reserves for Funds Held for Others to segregate funds held for others, such as refundable or prepaid deposits. They are adjusted to equal the funds held for others at year-end. Funds appropriated to these reserves are invested similarly to 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. Funds appropriated to these reserves are invested similarly to other District investments, with interest earnings on the restricted reserves credited logically and systematically.

Operating Budget – Water Enterprise Fund



## How is Water Measured?

### Measurement Structure

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

The unit of measure that the District uses for billing domestic water customers is one hundred cubic feet (CCF) of water. One hundred cubic feet of water, or one CCF, equals 748 gallons.

One acre-foot equals 325,851 gallons, enough to flood a football field - roughly an acre in size - one foot deep. In contrast, as a typical bathtub holds 50 gallons of water, it takes approximately 15 bathtubs full of water to equal one CCF.

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### Water Production

Actual water production from January through September was up 274,800 CCF in the fiscal year 2022 versus the same period in the fiscal year 2021. A potential reason for the increase in consumption is warmer and drier weather than experienced in 2021 over the same period as well as new home construction.



### Rate Structure

The District bills residential services 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 customer classification.

Each customer classification type is assigned a different monthly fixed charge to reflect the difference in the service cost. 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 2022</b>	<b>January 2023</b>	<b>January 2024</b>
<b>5/8"</b>	\$25.87	\$27.69	\$29.63
<b>3/4"</b>	\$35.65	\$38.15	\$40.83
<b>1"</b>	\$55.24	\$59.11	\$63.25
<b>1 1/2"</b>	\$104.21	\$111.51	\$119.32
<b>2"</b>	\$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.

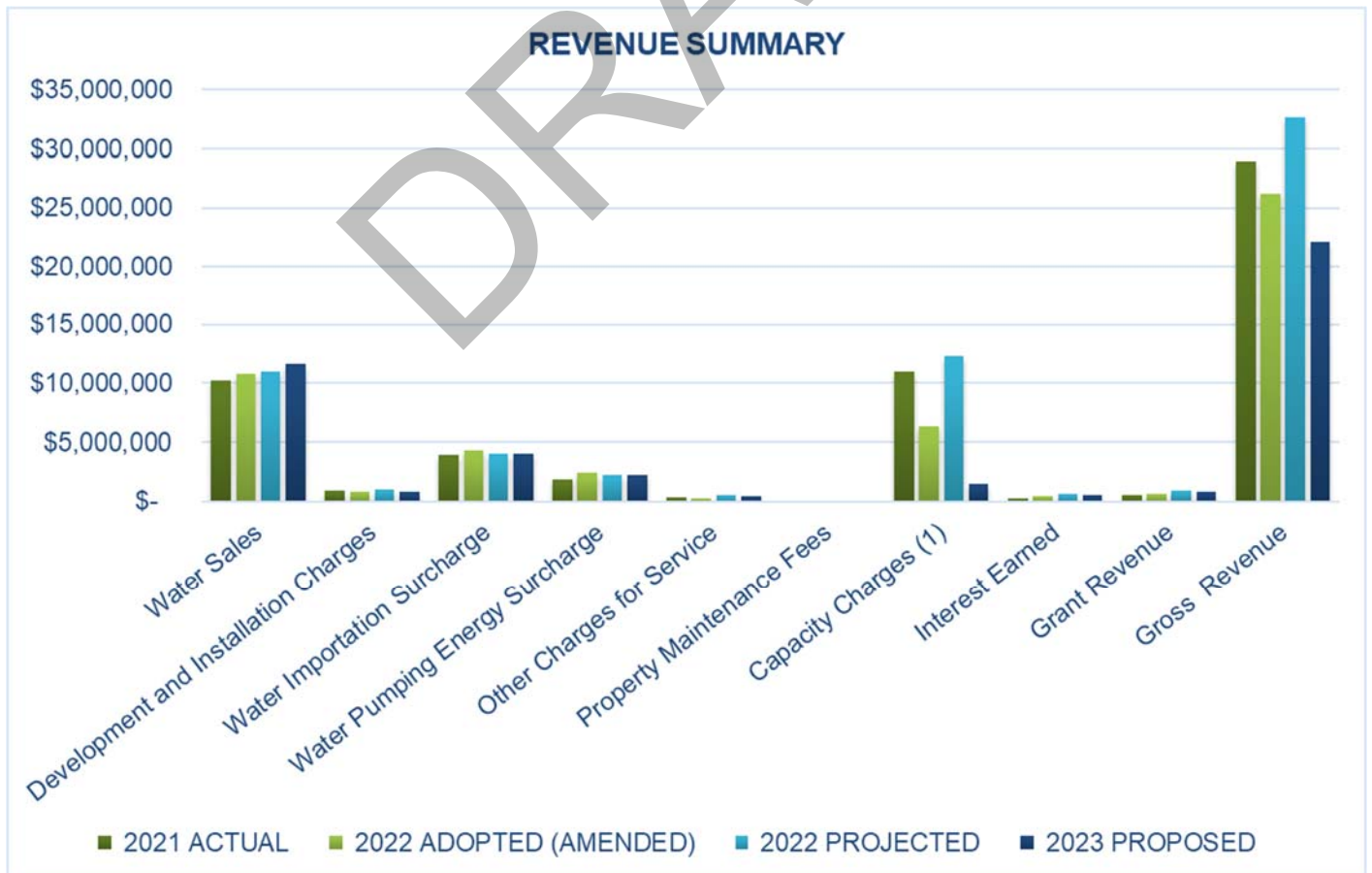
<b>Bi-Monthly Potable and Non-Potable Water Commodity Rates</b>				
<b>Customer Class</b>	<b>Monthly Tiers (CCF)</b>	<b>January 2022</b>	<b>January 2023</b>	<b>January 2024</b>
<b>Single Family</b>				
<b>Tier 1</b>	16	\$0.76	\$0.82	\$0.88
<b>Tier 2</b>	34	\$0.87	\$1.01	\$1.09
<b>Tier 3</b>	34+	\$1.57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



### Financial Summary – Water Enterprise Fund

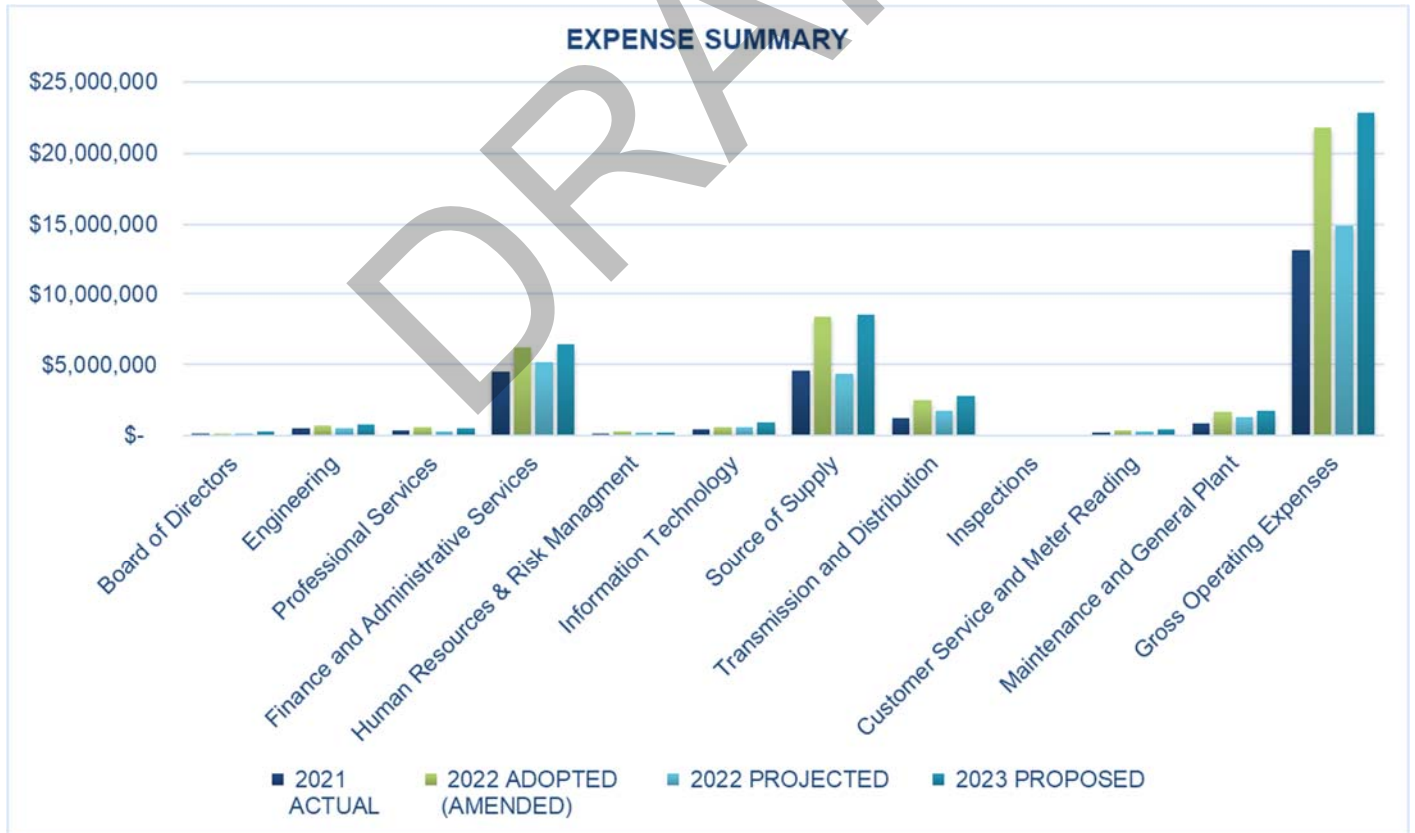
	2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted- Amended)</i>
<b>Operating Revenue</b>					
Water Sales	\$ 10,190,700	\$ 10,842,000	\$ 10,945,700	\$ 11,690,000	\$ 848,000
Development and Installation Charges	866,100	834,000	1,034,700	834,000	-
Water Importation Surcharge	3,956,200	4,349,000	4,072,200	4,072,500	(276,500)
Water Pumping Energy Surcharge	1,872,400	2,467,000	2,227,100	2,227,500	(239,500)
Other Charges for Service	329,000	235,000	562,300	467,000	232,000
<b>Total Operating Revenue</b>	17,214,400	18,727,000	18,842,000	19,291,000	564,000
<b>Non-Operating Revenue</b>					
Property Maintenance Fees	\$ 26,100	\$ 46,000	\$ 43,900	\$ 50,000	\$ 4,000
Capacity Charges <sup>(1)</sup>	10,976,400	6,354,000	12,296,800	1,484,000	(4,870,000)
Interest Earned	218,200	408,000	584,300	484,000	76,000
Grant Revenue	493,800	640,000	892,500	784,000	144,000
<b>Total Non-Operating Revenue</b>	11,714,500	7,448,000	13,817,500	2,802,000	(4,646,000)
<b>Gross Revenue</b>	28,928,900	26,175,000	32,659,500	22,093,000	(4,082,000)

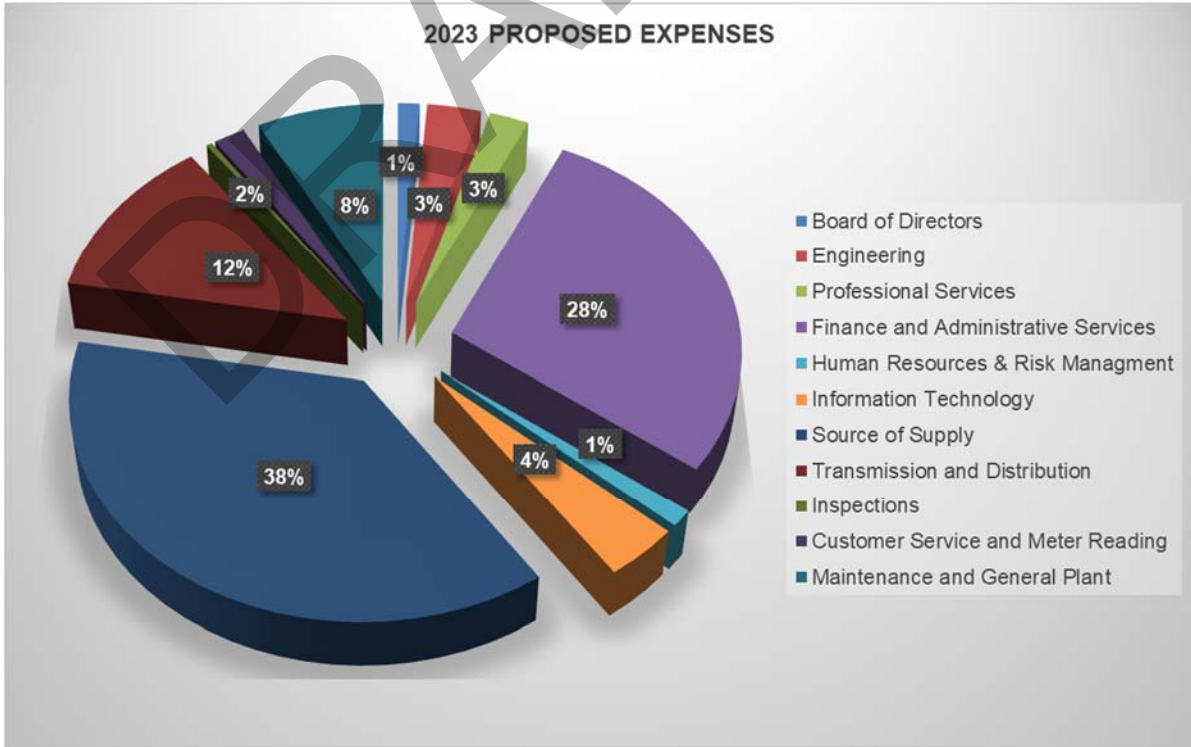
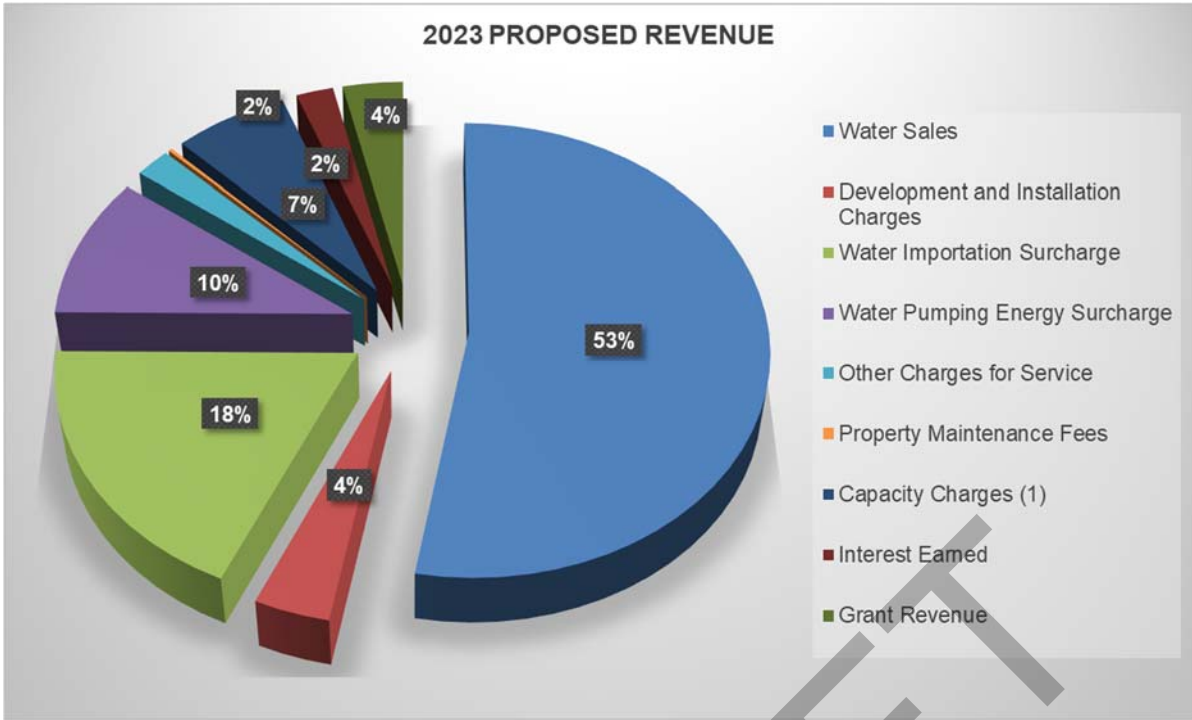
(1) Capacity Charges Projected for 2022 include actuals up to September 30, 2022. All others are until August 31, 2022.



	2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted- Amended)</i>
<b>Operating Expenses</b>					
Board of Directors	\$ 152,368	\$ 197,000	\$ 159,800	\$ 299,000	\$ 102,000
Engineering	561,822	698,000	558,600	741,500	43,500
Professional Services	400,179	632,500	285,500	547,000	(85,500)
Finance and Administrative Services	4,477,231	6,241,325	5,213,900	6,447,100	205,775
Human Resources & Risk Management	195,563	321,200	240,500	279,700	(41,500)
Information Technology	443,155	644,000	630,600	899,000	255,000
Source of Supply	4,555,775	8,360,900	4,381,300	8,511,500	150,600
Transmission and Distribution	1,201,563	2,505,000	1,730,100	2,798,500	293,500
Inspections	81,731	107,000	89,500	79,500	(27,500)
Customer Service and Meter Reading	268,003	392,000	306,000	438,500	46,500
Maintenance and General Plant	825,968	1,693,775	1,286,000	1,743,700	49,925
<b>Gross Operating Expenses</b>	<b>\$ 13,163,357</b>	<b>\$ 21,792,700</b>	<b>\$ 14,881,800</b>	<b>\$ 22,785,000</b>	<b>\$ 992,300</b>
Gross Revenue	\$ 28,928,900	\$ 26,175,000	\$ 32,659,500	\$ 22,093,000	\$ (4,082,000)
Gross Expenses	\$ 13,163,357	\$ 21,792,700	\$ 14,881,800	\$ 22,785,000	\$ 992,300
<b>Net Increase/(loss)</b>	<b>\$ 15,765,543</b>	<b>\$ 4,382,300</b>	<b>\$ 17,777,700</b>	<b>\$ (692,000)</b>	<b>\$ (5,074,300)</b>

Gross Operating Expenses include non-cash accounts Depreciation and GASB 68 Pension Expense







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

	2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE	% CHANGE
<b>Operating Revenue</b>						
Water Sales	\$ 10,190,700	\$ 10,842,000	\$ 10,945,700	\$ 11,690,000	\$ 848,000	7.8%
Development and Installation Charges	866,100	834,000	1,034,700	834,000	-	0.0%
Water Importation Surcharge	3,956,200	4,349,000	4,072,200	4,072,500	(276,500)	-6.4%
Water Pumping Energy Surcharge	1,872,400	2,467,000	2,227,100	2,227,500	(239,500)	-9.7%
Other Charges for Service	329,000	235,000	562,300	467,000	232,000	98.7%
<b>Gross Operating Revenue</b>	<b>17,214,400</b>	<b>18,727,000</b>	<b>18,842,000</b>	<b>19,291,000</b>	<b>564,000</b>	<b>3.0%</b>
<b>Operating Expenses</b>						
Board of Directors	\$ 152,368	\$ 197,000	\$ 159,800	\$ 290,500	\$ 93,500	47.5%
Engineering	561,822	698,000	558,600	741,500	43,500	6.2%
Professional Services	400,179	632,500	285,500	547,000	(85,500)	-13.5%
Finance and Admin Services (less Depreciatio	1,553,692	3,241,325	2,127,000	6,447,100	3,205,775	98.9%
Human Resources & Risk Management	195,563	321,200	240,500	279,700	(41,500)	-12.9%
Information Technology	443,155	644,000	630,600	899,000	255,000	39.6%
Source of Supply	4,555,775	8,360,900	4,381,300	8,511,500	150,600	1.8%
Transmission and Distribution	1,201,563	2,505,000	1,730,100	2,798,500	293,500	11.7%
Inspections	81,731	107,000	89,500	79,500	(27,500)	-25.7%
Customer Service and Meter Reading	268,003	392,000	306,000	438,500	46,500	11.9%
Maintenance and General Plant	825,968	1,693,775	1,286,000	1,743,700	49,925	2.9%
<b>Gross Operating Expenses</b>	<b>\$ 10,239,818</b>	<b>\$ 18,792,700</b>	<b>\$ 11,794,900</b>	<b>\$ 22,776,500</b>	<b>\$ 3,983,800</b>	<b>21.2%</b>
<b>Operating Income (Loss)</b>	<b>\$ 6,974,582</b>	<b>\$ (65,700)</b>	<b>\$ 7,047,100</b>	<b>\$ (3,485,500)</b>	<b>\$ (3,419,800)</b>	<b>5205.2%</b>
<b>Non-Operating Revenue</b>						
Property Maintenance Fees	\$ 26,100	\$ 46,000	\$ 43,900	\$ 50,000	\$ 4,000	8.7%
Capacity Charges	10,976,400	6,354,000	12,296,800	1,484,000	(4,870,000)	-76.6%
Interest Earned	218,200	408,000	584,300	484,000	76,000	18.6%
Grant Revenue	493,800	640,000	892,500	784,000	144,000	0.0%
Capital Improvement Budget	(3,886,195)	(30,918,300)	(4,368,627)	(32,219,900)	(1,301,600)	4.2%
Developer Funded Capital Improvement	799,418	1,629,600	506,465	2,264,300	634,700	0.0%
Use of Restricted Funds	241,424	13,155,400	1,506,999	3,668,600	(9,486,800)	-72.1%
<b>Total Non-Operating Revenue (Expense)</b>	<b>\$ 8,869,147</b>	<b>\$ (8,685,300)</b>	<b>\$ 11,462,337</b>	<b>\$ (23,485,000)</b>	<b>\$ (14,799,700)</b>	<b>170.4%</b>
<b>Increase (Decrease) in Cash Flow</b>	<b>\$ 15,843,729</b>	<b>\$ (8,751,000)</b>	<b>\$ 18,509,437</b>	<b>\$ (26,970,500)</b>	<b>\$ (18,219,500)</b>	<b>208.2%</b>
<b>Beginning Reserve <sup>(1)</sup></b>	<b>\$ 27,963,184</b>	<b>\$ 32,132,235</b>	<b>\$ 32,132,235</b>	<b>\$ 50,641,672</b>	<b>\$ 18,509,437</b>	<b>57.6%</b>
<b>Days' Cash on Hand <sup>(2)</sup></b>	<b>1562</b>	<b>454</b>	<b>1567</b>	<b>379</b>	<b>-75</b>	<b>-16.5%</b>
<b>Ending Reserve</b>	<b>\$ 43,806,913</b>	<b>\$ 23,381,235</b>	<b>\$ 50,641,672</b>	<b>\$ 23,671,172</b>	<b>\$ 289,937</b>	<b>1.2%</b>
<b>Target Reserve <sup>(3)</sup></b>	<b>\$ 12,611,513</b>	<b>\$ 14,120,280</b>	<b>\$ 13,099,360</b>	<b>\$ 14,835,814</b>	<b>\$ 715,534</b>	<b>5.1%</b>

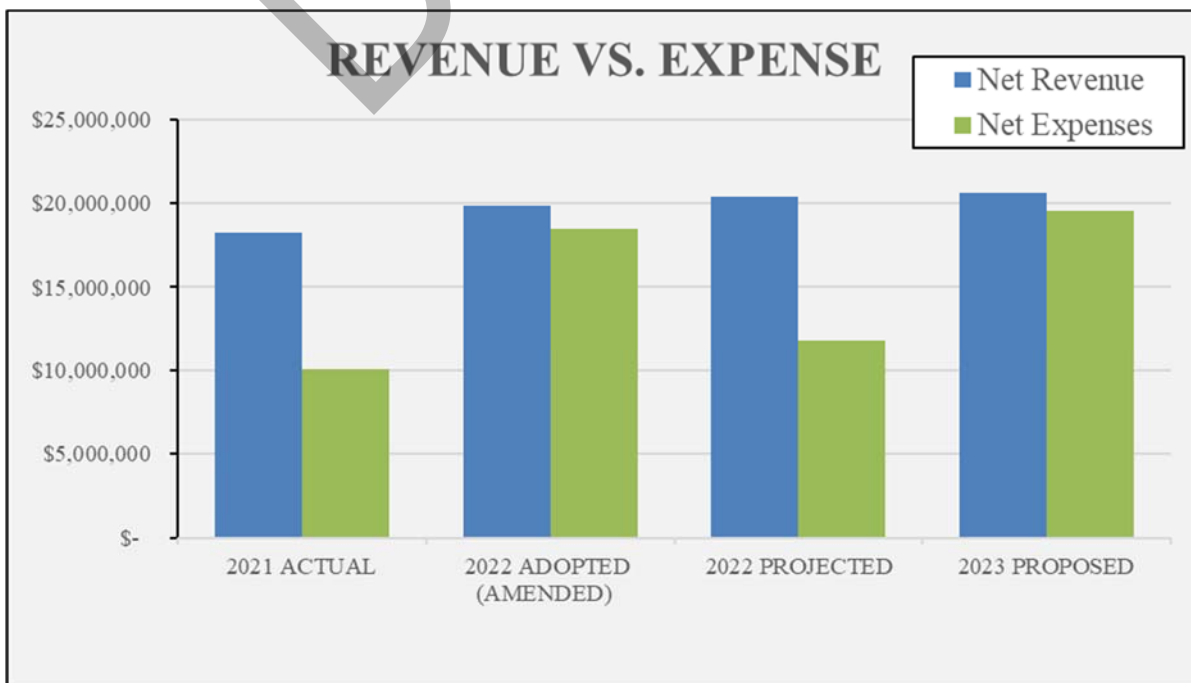
(1) Source: BCVWD Comprehensive Annual Financial Report (CAFR), note 11

(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

	2021 <b>ACTUAL</b>	2022 <b>ADOPTED (AMENDED)</b>	2022 <b>PROJECTED</b>	2023 <b>PROPOSED</b>
Gross Revenue	\$ 28,928,900	\$ 26,175,000	\$ 32,659,500	\$ 22,093,000
Less Capacity Charges	10,651,700	6,354,000	12,296,800	1,484,000
<b>Net Revenue</b>	<b>\$ 18,277,200</b>	<b>\$ 19,821,000</b>	<b>\$ 20,362,700</b>	<b>\$ 20,609,000</b>
Gross Expenses	\$ 13,163,357	\$ 21,792,700	\$ 14,881,800	\$ 22,785,000
Less GASB 68 Pension Expense	167,500	283,000	-	222,000
Less Depreciation	2,923,539	3,000,000	3,086,900	3,025,000
<b>Net Expenses</b>	<b>\$ 10,072,318</b>	<b>\$ 18,509,700</b>	<b>\$ 11,794,900</b>	<b>\$ 19,538,000</b>
<b>Net Increase/(loss)</b>	<b>\$ 8,204,882</b>	<b>\$ 1,311,300</b>	<b>\$ 8,567,800</b>	<b>\$ 1,071,000</b>

Although Stage 3 Water Restrictions were put in place in 2022, the State desired target of a 20% reduction in water usage has not been realized. The 2023 revenues related to water consumption have been based on the continued water usage trend from 2022, with the 2023 schedule of rates applied. There has been no implementation of Drought Surcharges; however, this could change in 2023 if there are State mandated water savings required of the District. Should this occur, a surcharge recommendation and budget amendment request would be presented to the Board of Directors for consideration. Additionally, the 2023 replenishment activities expenses include purchasing 11,000AF of imported water from the San Geronio Pass Water Agency. Should additional water be available, a request will be made to the Board of Directors to replace water removed from the District Beaumont Basin water master storage account and water used in 2021 and 2022 to authorize up to 7,000AF of additional water to be purchased using funding from reserves.



**Revenue Detail**



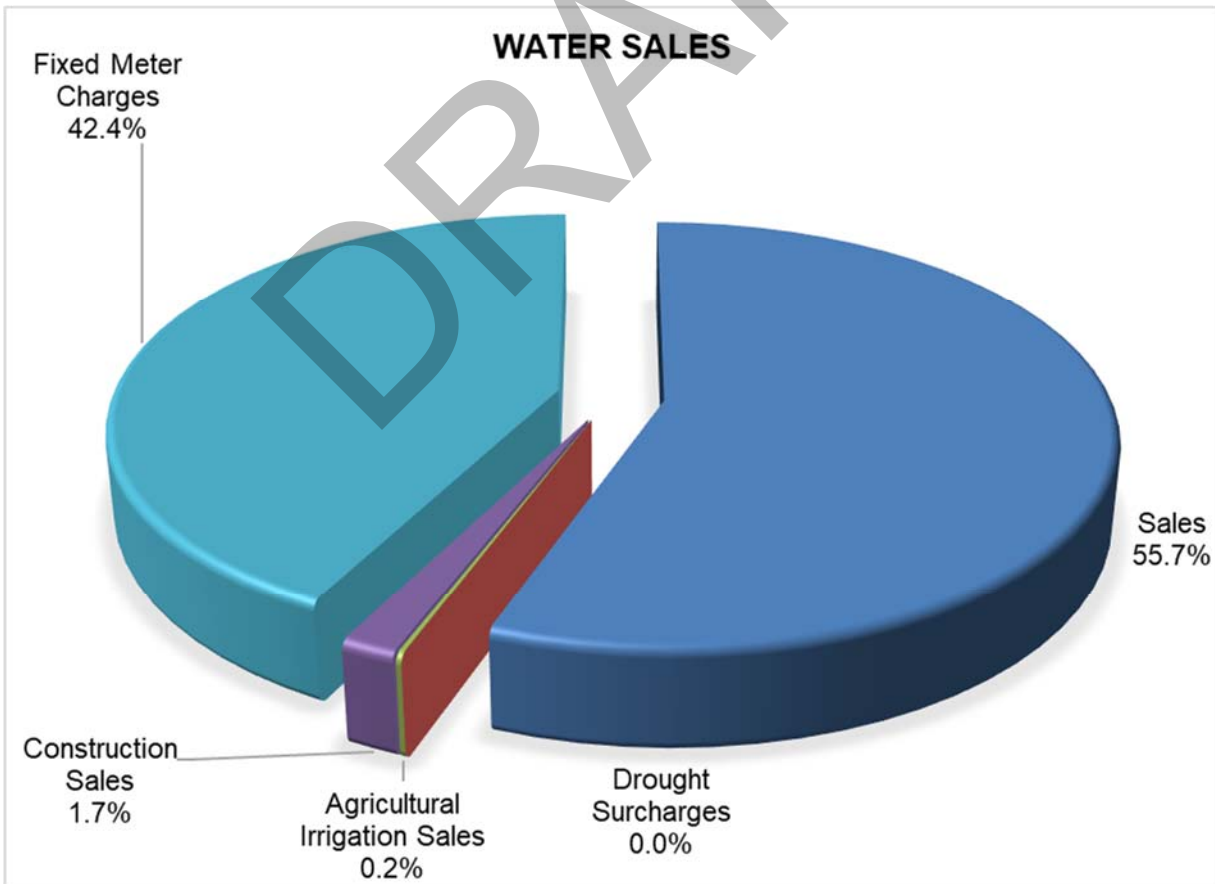


## OPERATING REVENUE

### Water Sales

The District produces potable water for sale to seven customer classes: single-family residential, multifamily residential, commercial, industrial, irrigation, and agricultural. 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 equals 748 gallons and a fixed charge for the meter. Proposed water sales for 2023 are \$11,690,000, a 7.8% increase above the budgeted sales for 2022, based on the projected water sales for the current year.

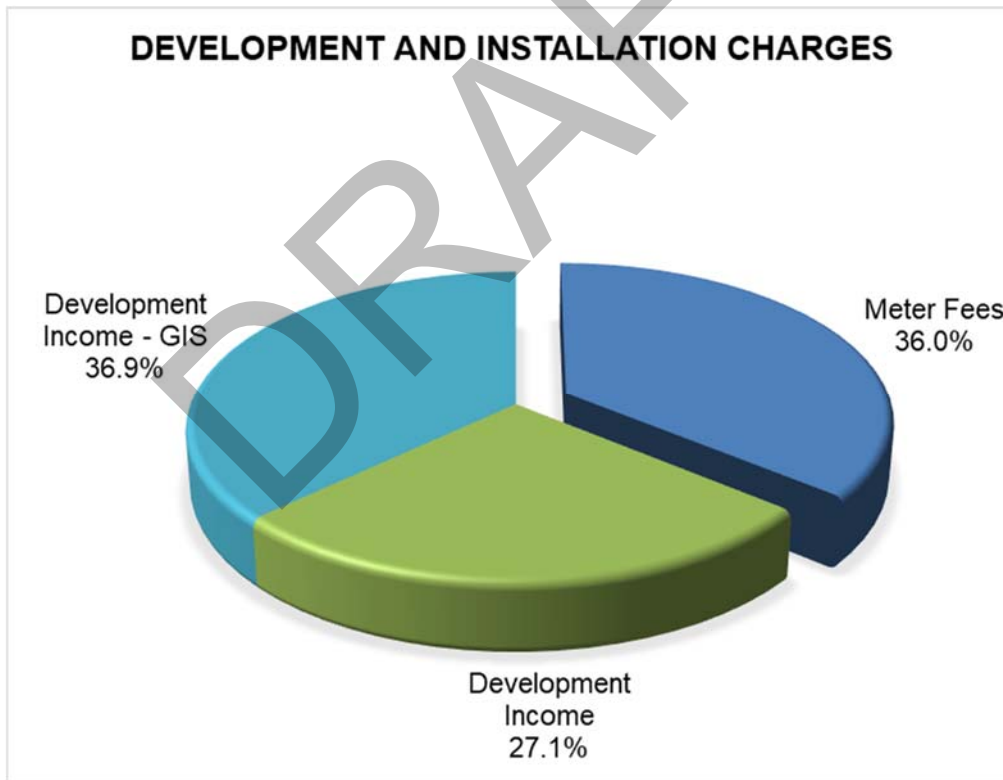
		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted-Amended)</i>
<b>Water Sales</b>						
01-50-510-410100	Sales	\$ 5,699,800	\$ 6,367,000	\$ 6,060,900	\$ 6,510,500	\$ 143,500
01-50-510-410111	Drought Surcharges	-	-	-	-	-
01-50-510-410151	Agricultural Irrigation Sales	21,500	29,000	18,400	20,000	(9,000)
01-50-510-410171	Construction Sales	173,500	203,000	186,700	201,000	(2,000)
01-50-510-413011	Fixed Meter Charges	4,295,900	4,243,000	4,679,700	4,958,500	715,500
		<u>\$ 10,190,700</u>	<u>\$ 10,842,000</u>	<u>\$ 10,945,700</u>	<u>\$ 11,690,000</u>	<u>\$ 848,000</u>



*Development and Installation Charges*

The District incurs engineering, legal and administrative costs associated with new development, which are charged against deposits collected and recorded as revenue. The District also collects deposits for new service installations, which are recorded as revenue against the deposits when the services are installed. Proposed development and installation charges for 2023 are \$834,000, with no change from 2022, based on conservative projections of development growth.

		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted-Amended)</i>
<b>Development and Installation Charges</b>						
01-50-510-413021	Meter Fees	\$ 509,800	\$ 300,000	\$ 782,500	\$ 300,000	\$ -
01-50-510-419011	Development Income	239,300	226,000	238,200	226,000	-
01-50-510-419012	Development Income - GIS	117,000	308,000	-	308,000	-
		<u>\$ 866,100</u>	<u>\$ 834,000</u>	<u>\$ 1,020,700</u>	<u>\$ 834,000</u>	<u>\$ -</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 2023 is \$4,072,500, a 6.36% decrease below the budgeted amount for 2022.

	<u>2021 ACTUAL</u>	<u>2022 ADOPTED (AMENDED)</u>	<u>2022 PROJECTED</u>	<u>2023 PROPOSED</u>	<b>CHANGE</b> <i>(Proposed less Adopted- Amended)</i>
<b>Water Importation Surcharge</b>					
01-50-510-415001 SGPWA Importation Charges	\$ 3,956,200	\$ 4,349,000	\$ 4,072,200	\$ 4,072,500	\$ (276,500)

*Water Pumping Energy Surcharge*

The Water Pumping Energy Surcharge is the end user's cost for electricity to pump and deliver water to the end user (Rate Payer). It includes all Southern California Edison (SCE) charges for operating the water system's pumps, wells, and booster stations. The proposed amended water pumping energy surcharge for 2023 is \$2,227,500, a 9.71% decrease below the budgeted amount for 2022.

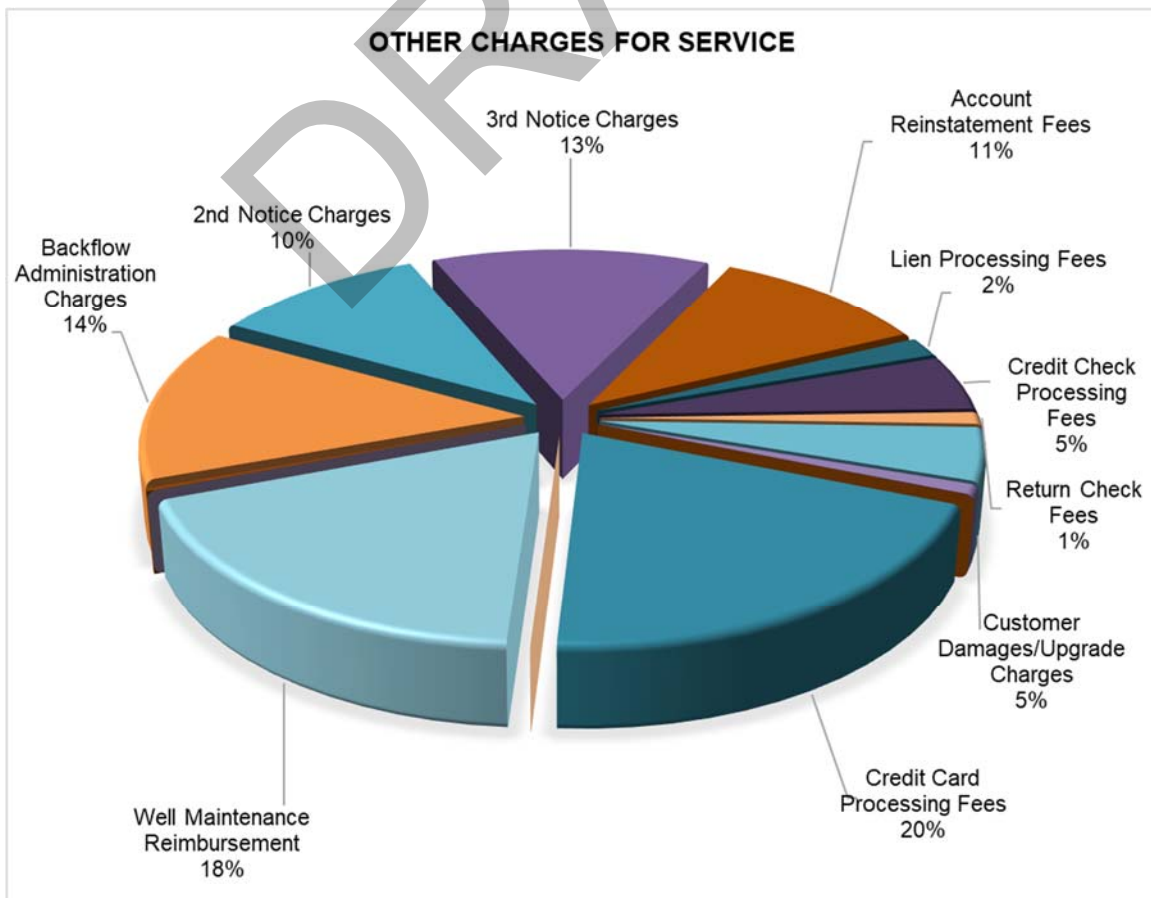
	<u>2021 ACTUAL</u>	<u>2022 ADOPTED (AMENDED)</u>	<u>2022 PROJECTED</u>	<u>2023 PROPOSED</u>	<b>CHANGE</b> <i>(Proposed less Adopted- Amended)</i>
<b>Water Pumping Energy Surcharge</b>					
01-50-510-415011 SCE Power Charges	\$ 1,872,400	\$ 2,467,000	\$ 2,227,100	\$ 2,227,500	\$ (239,500)



### 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 2023 are \$467,000, a 98.7% increase from the budgeted charges for 2022. The increase in Other Charges for Service reflects an increase in Miscellaneous Fees, expected for approval in 2023. The study for the Miscellaneous Fees identified charges that did not recover the total cost to the District. These fees have not been adjusted since the last evaluation in 2012.

		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE (Proposed less Adopted-Amended)
<b>Other Charges for Service</b>						
01-50-510-413001	Backflow Administration Charges	\$ 48,700	\$ 51,000	\$ 51,000	\$ 64,000	\$ 13,000
01-50-510-417001	2nd Notice Charges	62,000	61,000	48,700	49,000	(12,000)
01-50-510-417011	3rd Notice Charges	18,800	14,000	20,900	63,000	49,000
01-50-510-417021	Account Reinstatement Fees	1,200	10,000	49,100	50,000	40,000
01-50-510-417031	Lien Processing Fees	300	2,000	4,200	8,000	6,000
01-50-510-417041	Credit Check Processing Fees	10,800	11,000	11,400	23,000	12,000
01-50-510-417051	Return Check Fees	2,900	3,000	4,400	5,000	2,000
01-50-510-417061	Customer Damages/Upgrade Charges	26,100	22,000	38,300	22,000	-
01-50-510-417071	After-Hours Call Out Charges	600	1,000	900	4,000	3,000
01-50-510-417081	Bench Test Fees (Credits)	-	-	-	-	-
01-50-510-417091	Credit Card Processing Fees	52,500	51,000	62,100	93,000	42,000
01-50-510-419001	Rebates/Reimbursements	28,900	-	-	-	-
01-50-510-419021	Recharge Income	-	-	-	-	-
01-50-510-419031	Well Maintenance Reimbursement	10,100	8,000	208,500	85,000	77,000
01-50-510-419041	Gain (Loss) - Asset Disposal	-	-	-	-	-
01-50-510-419061	Miscellaneous Income	66,100	1,000	62,800	1,000	-
		<u>\$ 329,000</u>	<u>\$ 235,000</u>	<u>\$ 562,300</u>	<u>\$ 467,000</u>	<u>\$ 232,000</u>





## NON-OPERATING REVENUE

### Property Maintenance Fees

The District owns four residential properties and charges maintenance fees and utilities for the use of the properties. Proposed property-related fees for 2023 are \$50,000, an 8.7% increase from the budgeted revenue for 2022.

	2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE (Proposed less Adopted-Amended)
<b>Property Maintenance Fees</b>					
01-50-510-471001 Maintenance Fees - 12303 Oak Glen Rd	\$ 2,400	\$ 9,000	\$ 9,400	\$ 10,000	\$ 1,000
01-50-510-471011 Maintenance Fees - 13695 Oak Glen Rd	2,400	6,000	6,000	7,000	1,000
01-50-510-471021 Maintenance Fees - 13697 Oak Glen Rd	2,400	7,000	6,700	8,000	1,000
01-50-510-471031 Maintenance Fees - 9781 Avenida Miravilla	2,400	5,000	5,500	6,000	1,000
01-50-510-471101 Utilities - 12303 Oak Glen Rd	4,200	5,000	4,200	5,000	-
01-50-510-471111 Utilities - 13695 Oak Glen Rd	3,700	4,000	4,200	5,000	1,000
01-50-510-471121 Utilities - 13697 Oak Glen Rd	4,900	6,000	4,600	5,000	(1,000)
01-50-510-471131 Utilities - 9781 Avenida Miravilla	3,700	4,000	3,300	4,000	-
	<u>\$ 26,100</u>	<u>\$ 46,000</u>	<u>\$ 43,900</u>	<u>\$ 50,000</u>	<u>\$ 4,000</u>

### Capacity Charges

Industrial, commercial and residential developers pay Capacity Charges (Facilities Fees), or development impact fees, 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 1980s. Capacity charges pay for oversizing pipelines, new wells, tanks, transmission mains, etc., needed to serve new developments. Proposed capacity charges for 2023 are \$1,484,000, a 76.6% decrease from the budgeted facilities charges for 2022, based on projections of development growth.

	2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE (Proposed less Adopted-Amended)
<b>Capacity Charges <sup>(1)</sup></b>					
01-50-510-481001 Capacity Charges-Wells	\$ 1,638,100	\$ 1,210,000	\$ 1,887,400	\$ 279,000	\$ (931,000)
01-50-510-481006 Capacity Charges-Water Rights (SWP)	2,497,900	766,000	2,866,400	177,000	(589,000)
01-50-510-481012 Capacity Charges-Water Treatment Plant	779,300	576,000	897,900	133,000	(443,000)
01-50-510-481018 Capacity Charges-Local Water Resources	989,000	304,000	1,134,900	70,000	(234,000)
01-50-510-481024 Capacity Charges-Recycled Water Facilities	1,192,800	877,000	1,414,800	202,000	(675,000)
01-50-510-481030 Capacity Charges-Transmission (16")	1,326,700	980,000	1,528,700	226,000	(754,000)
01-50-510-481036 Capacity Charges-Storage	1,699,000	1,255,000	1,957,600	289,000	(966,000)
01-50-510-481042 Capacity Charges-Booster	117,600	87,000	135,500	20,000	(67,000)
01-50-510-481048 Capacity Charges-Pressure Reducing Stations	60,100	45,000	69,200	11,000	(34,000)
01-50-510-481054 Capacity Charges-Miscellaneous Projects	52,500	39,000	60,400	9,000	(30,000)
01-50-510-481060 Capacity Charges-Financing Costs	258,300	191,000	298,800	44,000	(147,000)
01-50-510-485001 Front Footage Fees	40,400	24,000	45,200	24,000	-
	<u>\$ 10,651,700</u>	<u>\$ 6,354,000</u>	<u>\$ 12,296,800</u>	<u>\$ 1,484,000</u>	<u>\$ (4,870,000)</u>

(1) Capacity Fees Projected for 2022 include actuals up to September 30, 2022. All others are until August 31, 2022.

*Interest Earned*

The District currently holds a diverse portfolio of investments to meet 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

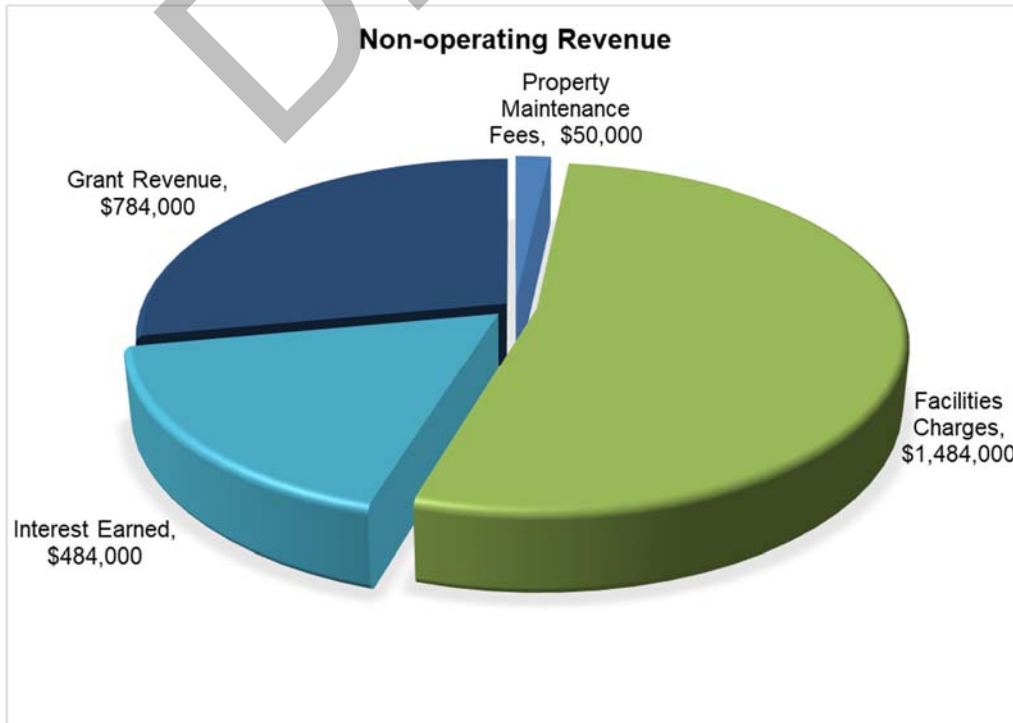
The proposed \$484,000 of general interest earned for 2023 is based on the expected level of capital invested throughout the fiscal year and the expected continuance of low-interest rates, an 18.6% increase from the 2022 budgeted interest revenue.

		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted-Amended)</i>
<b>Interest Earned</b>						
01-50-510-490001	Interest Income - Bonita Vista	\$ 800	\$ 1,000	\$ 400	\$ 1,000	\$ -
01-50-510-490011	Interest Income - Fairway Canyon	40,800	281,000	276,000	252,000	(29,000)
01-50-510-490021	Interest Income - General	176,600	126,000	307,900	231,000	105,000
		<u>\$ 218,200</u>	<u>\$ 408,000</u>	<u>\$ 584,300</u>	<u>\$ 484,000</u>	<u>\$ 76,000</u>

*Grant Revenue*

The District anticipates grant revenue of \$784,000 for the AMI/AMR project. The expected level of grant revenue is based on the terms of the awards on record.

		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted-Amended)</i>
<b>Grant Revenue</b>						
01-50-510-419051	Grant Revenue	\$ 493,800	\$ 640,000	\$ 892,500	\$ 784,000	\$ 144,000



## Operating Expenses Detail



## **BUDGET BY DEPARTMENT**

### *Department Descriptions*

In addition to the elected Board of Directors, the District has four departments, each of which is an organizational unit providing distinct and different services. Included within each department are 2022 accomplishments and department objectives for 2023. Each department is separate, with a listing of budgeted positions, a description of each division, if applicable, 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 are made administratively if the transfer is within the same department. The Directors and the General Manager must approve budget transfers between departments. Any modification over \$50,000 shall require approval by the Board of Directors (BOD). 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 before being recommended for review and approval by the full Board.

### *Salaries and Benefits*

The personnel budget for 2023 includes 41 full-time equivalents (FTE) positions. The changes to positions included in the 2023 budget include promotion options, with the budget funding an Associate Civil Engineer instead of one Engineering Assistant and funding a Customer Service Representative II instead of a Customer Service Representative I. The changes include a title change from the Recycled Water Supervisor to a Cross Connection/Non-potable Water Supervisor, as the tasks for that position realign with District needs.

The personnel budget for 2023 also reflects 15 part-time positions, up from 13 part-time positions budgeted in 2022, for a total of 56 positions in the budget, not including the five elected Board of Directors. For part-time or temporary positions, the changes include the removal of the part-time Customer Service Representative I position, the consolidation of two part-time temporary Customer Service Representative I positions for the Automated Meter Reading/Advanced Metering Infrastructure (AMR/AMI) project into one temporary position, and an increase of seasonal temporary Water Utility Worker I positions going from four to eight.

Total payroll and related costs are budgeted at \$8,055,000 for an increase of \$692,000 or 9.09%, compared to 2022, down from 12.9% the prior year. This increase reflects the changes made to the full-time and part-time positions, the implementation of the Classification and Compensation studies completed in January 2022, and the Cost of Living Adjustment (COLA) applied at 5% based on the Memorandum of Understanding (MOU) cap. 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 MOU that expires on December 31, 2026. The MOU provides a COLA based upon the August-to-August Unadjusted Consumer Price Index, U.S. Cities average.

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 necessity of other resources, the District is increasing the number of part-time and/or temporary positions to be filled rather than implementing costly additional full-time positions. Additionally, the Classification Study administered in 2021, presented in January 2022, identified several changes needed to align District staff positions with industry standards regarding titles and, with the Compensation Study, salary and benefits. The recommendation to the Board of Directors was approved and made effective on January 2, 2022. The changes are reflected on the Organization Chart, on page 18, and in the personnel tables provided in each department detail in this report section.



## Board of Directors – Expenses Detail



## BOARD OF DIRECTORS

Director Division	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*

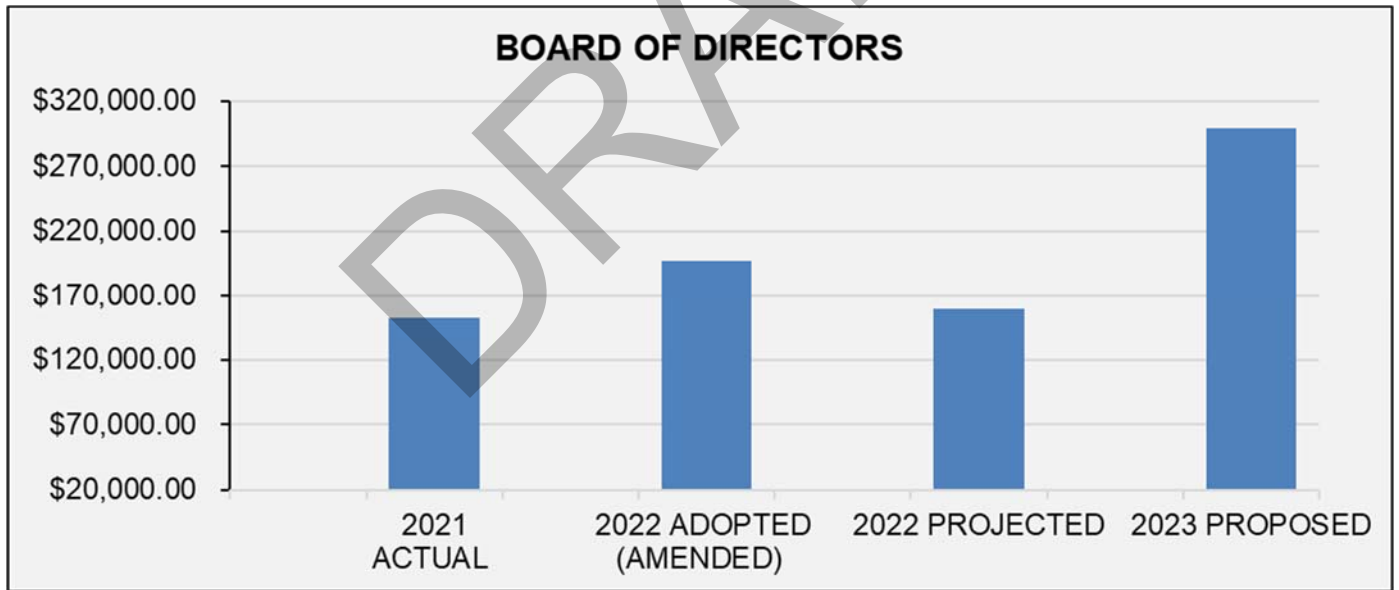
This division includes per diem paid to each Board member and the associated payroll tax expenses, health insurance benefits, election expenses, and seminar/travel expenses.



*Division Budget*

Proposed expenses for 2023 are \$299,000, a 51.8% increase from the amended budgeted expenses for 2022. This increase is primarily due to increased attendance to training opportunities by the Board members, the anticipated per diem rate increase from \$260 per day to \$285, and the estimated delayed election-related expenses recorded the year following an election. The District estimate for the election expense is based on three seats, which were all unopposed in 2022.

<b>Board of Directors</b>		<b>2021 ACTUAL</b>	<b>2022 ADOPTED (AMENDED)</b>	<b>2022 PROJECTED</b>	<b>2023 PROPOSED</b>	<b>CHANGE (Proposed less Adopted- Amended)</b>
01-10-110-500101	Board of Directors Fees	\$ 63,017	\$ 86,800	\$ 84,200	\$ 95,500	\$ 8,700
01-10-110-500115	Social Security	3,906	5,500	5,200	6,000	500
01-10-110-500120	Medicare	914	2,200	1,200	1,500	(700)
01-10-110-500125	Health Insurance	20,617	67,200	42,600	75,500	8,300
01-10-110-500140	Life Insurance	80	1,200	100	2,000	800
01-10-110-500143	EAP Program	93	1,100	100	500	(600)
01-10-110-500145	Workers' Compensation	325	1,000	500	1,000	-
01-10-110-500175	Training/Education/Mtgs/Travel	4,682	21,000	23,000	26,500	5,500
01-10-110-550012	Election Expenses	58,044	6,000	-	87,000	81,000
01-10-110-550042	Supplies-Other	-	1,000	200	1,000	-
01-10-110-550051	Advertising/Legal Notices	690	4,000	2,700	2,500	(1,500)
		<u>\$ 152,368</u>	<u>\$ 197,000</u>	<u>\$ 159,800</u>	<u>\$ 299,000</u>	<u>\$ 102,000</u>





**Engineering- Expenses Detail**



## DIVISIONS

- Engineering

### 2022 ENGINEERING DEPARTMENT ACCOMPLISHMENTS

1. Advanced and expanded external interagency relationships with agencies and regional stakeholders including, County of Riverside, City of Beaumont, San Gorgonio Pass Water Agency (SGPWA), Beaumont Basin Water Master (BBWM) Yucaipa Valley Water District (YVWD), City of Banning, San Gorgonio Pass Regional Water Alliance, County of Riverside, Riverside County Flood Control & Water Conservation District, Riverside Local Agency Formation Commission (LAFCO), and others.
2. Advanced and expanded District and regional water supply review and analysis on behalf of the District as well as the San Gorgonio Pass Water Agency and the San Gorgonio Pass Region stakeholders. This includes ongoing in-depth review and analysis of District and regional water supply opportunities, existing and future water demands, as well as review of District project and water supply costs and financing analysis of current and future District and regional water supply needs. Work completed included review of District pressure zone water demands and updated pumping, storage and delivery needs for each District potable and non-potable water system pressure zone.
3. Advanced recycled water system implementation with the City of Beaumont including coordination of activities with City of Beaumont staff, the San Gorgonio Pass Water Agency (SGPWA) and associated elected officials. Work completed includes completion of draft recycled water master plan and updates to water storage and delivery needs for District proposed non-potable water system pressure zones. Preparation and solicitation of Recycled Water Implementation Facilitator with City of Beaumont and the SGPWA. Continued refinement of recycled water booster station requirements including completion of Booster Station Preliminary Design Technical Memorandum refinement of booster station final design requirements, design and equipment parameters, construction schedule and associated costs. The District furthered coordination efforts with City of Beaumont staff to reaffirm a suitable location for the District's recycled water booster station.
4. Monitored State of California mandated drought response activities and prepared and enacted District's Water Shortage Contingency Plan to meet said State requirements. Work included preparation of and implementation of District Stage 3 drought response.
5. Provided complete in-house (District Staff) development engineering support activities including but not limited to: water and recycled water planning activities, water system modeling for domestic water and fire water supply flows, water supply review and assessment, development plan checking, main extension agreement preparation, construction support (including project management and coordination, pre-construction and construction support, and engineering department support of inspection, project testing and commissioning, final project inspection, and project closeout activities) and continued and improved communication with the City of Beaumont and other regional stakeholders regarding

development activities. Finalized and executed Facilities Agreements which collected over \$5.5M of restricted funds for expansion of the District's infrastructure.

6. Advanced District water system mapping efforts related to the District's GIS facilities mapping system. Said work included the addition of approximately 13.4 miles of piping related to recently constructed District and Developer projects (said piping addition increase overall District system mapping by approximately 5%).
7. Provided engineering support for rehabilitation, repair, and re-equipping of Wells 24 and 29 due to failure or ongoing maintenance cycle activities for equipment failures.

Completed design, bid phase and construction phase engineering activities as part of Master Drainage Plan Line 16 Storm Drain Project (MDP Line 16) for two separate Grand Avenue replacement pipeline projects which included preparation of two separate construction drawings, bid documents, and District materials pre-purchase to avoid construction delays. Provided construction support for the installation of replacement pipeline segments 1 through 6 as well as replacement pipeline segments 6A through 8. Said work was required to avoid direct conflicts with the storm drain project as well as complete Capital Improvement Budget planned facilities totaling approximately 4,000 LF of 6", 8", and 12" pipeline.

8. Assisted, as a joint partner, Riverside County Flood Control and Water Conservation District (RCFC&WCD) with construction of the MDP Line 16 Project. Responsibilities include review of submittals, inspections, coordination, and planning.
9. Provided Construction activities including construction phase grading activities and engineering review and oversight of said grading activities related to the MDP Line 16 Project within the District's Noble Creek Recharge Facility – Phase 2.
10. Prepared Request for proposal, bid and executed on-call surveying services professional service agreements with three (3) consulting firms relating to the various on-going and upcoming District Projects.
11. Provided District and Regional Master Planning Activities internally and with various community partners including continued review and analysis of District water demands. Work included updates to 32 housing tract water consumption data for 2016, 2017, and 2018, and 2019 to understand effects of new construction and implemented water conservation measures as they relate to District Water Supply Consumption. Work also included updating mapping and anticipated facilities of District Water Master Plan as well as completing a Draft of the District's Recycled Water Master Plan.
12. Supported Finance department with the on-going miscellaneous fee and capacity charge study. Provided an in-depth analysis of the Capital Improvement Plan (infrastructure and pipelines expansion projects) to formulate the funding requirements.
13. Provided support to Finance and Operations departments with grant funding opportunities for Automatic Meter Reading/Advanced Metering Infrastructure (AMR/AMI) Project, SCADA Project, and Noble Tank

Pipeline and B-Line (ARPA funding secured through the county of Riverside for \$2.58M).

## **2023 ENGINEERING DEPARTMENT GOALS AND OBJECTIVES**

1. Continue advancing District and regional water supply activities including analysis and planning for the District, the San Gorgonio Pass Water Agency, and the San Gorgonio Pass region stakeholders, including updates to annual water supply and consumption modeling, annual water storage and future needs assessments, and continued advancement of District and/or regional Sites Reservoir participation.
2. Continue implementation of recycled water initiative with the City of Beaumont and the SGPWA including coordination of activities with City of Beaumont, SGPWA, and recycled water facilitator. District recycled water implementation initiative includes, but is not limited to, advancing the following activities in 2023 and beyond:
  - a. Advance recycled water purchase agreement between BCVWD and City of Beaumont.
  - b. Finalize the location and advance design of the proposed District recycled water booster facilities at the City's WWTP necessary to deliver recycled water into BCVWD's system.
  - c. Pursue recycled water grant and low interest loan funding opportunities.
  - d. Advance preparation of BCVWD' Title 22 Engineering Report for recycled water use for landscape irrigation and other approved uses.
  - e. Advance preparation of organization of mapping and site plans for each reuse site.
  - f. Prepare organized record of existing recycle water main installations.
  - g. Advance development of updated signage for recycled water use areas.
  - h. Advance preparation of application for General Order water Reclamation Permit by BCVWD from the Division of Drinking Water (DDW) and the Regional Water Quality Control Board (RWQCB).
  - i. Advance plan and implementation to execute non-potable water system cross connection testing for non-potable water users.
  - j. Advance preparation, review and adoption of regulations for recycled water use by BCVWD.
  - k. Advance planning and commencing of BCVWD hosted recycled water use workshops for non-potable water customers.
  - l. Identify sited supervisors for each reuse site and commence training activities of said site supervisors.
3. Coordinate with Operations Department to advance or complete on-going Capital Improvement Design activities for the projects throughout the District including, but not limited to, the following:
  - a. Noble Reservoir No. 2 and Transmission Pipeline (T-3040-0001), BCVWD has completed 100% of Planning and Design.
  - b. 2017 Replacement Pipeline Project (P-3620-0012), BCVWD has completed 100% of Planning, Design, and Construction.

- c. 2017 Replacement Pipeline Project (P-3620-0015), BCVWD has completed 100% of Planning and Design.
  - d. 2020-2021 Replacement Pipeline Project (P-3040-0023, P-3040-0024, P-3040-0025, P-3040-0026, P-3330-0003, and P-3620-0009), BCVWD has completed 100% of Planning and 40% of Design.
  - e. Well 1A Drilling Project (W-2750-0005), BCVWD completed 75% of Planning.
  - f. Well 2A Drilling Project (W-2750-0001), BCVWD has completed 75% of Planning.
  - g. MDP Line 16 Storm Drain Project (WR), BCVWD has completed 100% of Planning and Design, and 50% of Construction.
  - h. Grand Avenue Pipelines 6A, 7, 8 (P-3040-0019, P-3040-0019A, P-3040-0027), BCVWD has completed 100% of Planning and Design.
  - i. Grand Avenue Paving, BCVWD has completed 100% of Planning and 95% of Design.
4. Coordinate with BCVWD Operations Department to commence and/or advance Capital Improvement Projects including request for proposals (as necessary) and design of the following District-Wide locations:
- a. Well 30 Drilling Project (W-2750-0002)
  - b. Well 31 Drilling Project (W-2850-0001)
  - c. 2017 Replacement Pipeline Project (P-2750-0069), BCVWD has completed 100% of Planning and of Design.
  - d. PZ 3040 to PZ 3330 Noble Booster Equipment Purchase (BP-3040-0001)
  - e. Well 1A Pumping Plant (W-2750-0005)
  - f. Well 2A Pumping Plant (W-2750-0002)
  - g. B Line Replacement Pipeline (P-3620-0001), BCVWD has completed 75% of Planning and 30% of Design.
  - h. 2750 PZ to 2850 PZ Booster Station (BP-2750-0001), BCVWD has completed 30% of Planning and 10% of Design.
  - i. 2850 PZ to 3040 PZ Booster Station (BP-2850-0001), BCVWD has completed 70% of Planning and 15% of Design.
  - j. Michigan Avenue from 5<sup>th</sup> to 6<sup>th</sup> Street Pipeline Replacement (P-2750-0092), BCVWD has completed 75% of Planning and 10% of Design.
  - k. 5<sup>th</sup> Street Pipeline Replacement from California Avenue to Michigan Avenue (P-2750-0097), BCVWD has completed 75% of Planning and 10% of Design.
  - l. Non-Potable Pressure Regulating (and Metering) Stations (NPR-2800-0001, NPR-2800-0002, NPR-2600-0001), BCVWD has completed 30% of Planning.
  - m. 2022-2023 City Pavement Service Replacements (P-2750-0096), BCVWD has completed 100% of Planning and of Design.
  - n. Tank Recoating and Retrofit

- i. Retrofit of Lower Edgar Tank (TM-3330-0001), BCVWD has completed 100% of Planning and 40% of Design.
  - ii. Recoating of Vineland I Tank (TM-2850-0001), BCVWD has completed 100% of Planning and 70% of Design.
  - iii. Recoating of Cherry I and II Tanks (TM-2750-0001), BCVWD has completed 100% of Planning and 70% of Design.
  - o. 11<sup>th</sup> Street Pipeline Replacement, Elm Avenue to west of Beaumont Avenue (P-2750-0056), BCVWD has completed 75% of Planning and 15% of Design.
  - p. American Avenue Pipeline Replacement (P-2750-0095), BCVWD has completed 75% of Planning and 10% of Design.
5. Coordinate with Finance Staff to complete a comprehensive Capacity Charges study for Domestic Water and Recycled Water.
6. Continue mud and debris flow response activities related to the Apple and El Dorado Fires.

## ENGINEERING

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 Part-Time Positions
Director of Engineering	1	0	1	0
Senior Civil Engineer	0	0	0	0
District Engineer	0	2 <sup>(1)</sup>	0	2 <sup>(4)</sup>
Associate Civil Engineer II	0	0	0	0
Associate Civil Engineer I	0	0	1 <sup>(3)</sup>	0
Engineering Assistant	2	0	1 <sup>(3)</sup>	0
Development Services Technician	1	0	1	0
Engineering Intern	0	1 <sup>(2)</sup>	0	1 <sup>(5)</sup>
<b>Total Positions</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>
<p>(1) Included 2 part-time District Engineers at a maximum of 640 hours                      (2) Temporary part-time position at a maximum of 988 hours                      (3) Position in the budget to allow for the possibility of promotion or replacement of one current Engineering Assistant position                      (4) Includes 2 part-time District Engineers at a maximum of 640 hours                      (5) Temporary part-time position at a maximum of 988 hours</p>				

### Division Description

This division is responsible for the plan, design, and construction oversight 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 service connection charges, and tracks and supports through development services all new development within the District service area. It prepares development review letters and agreements, and facilitates developer meetings with water related activities.

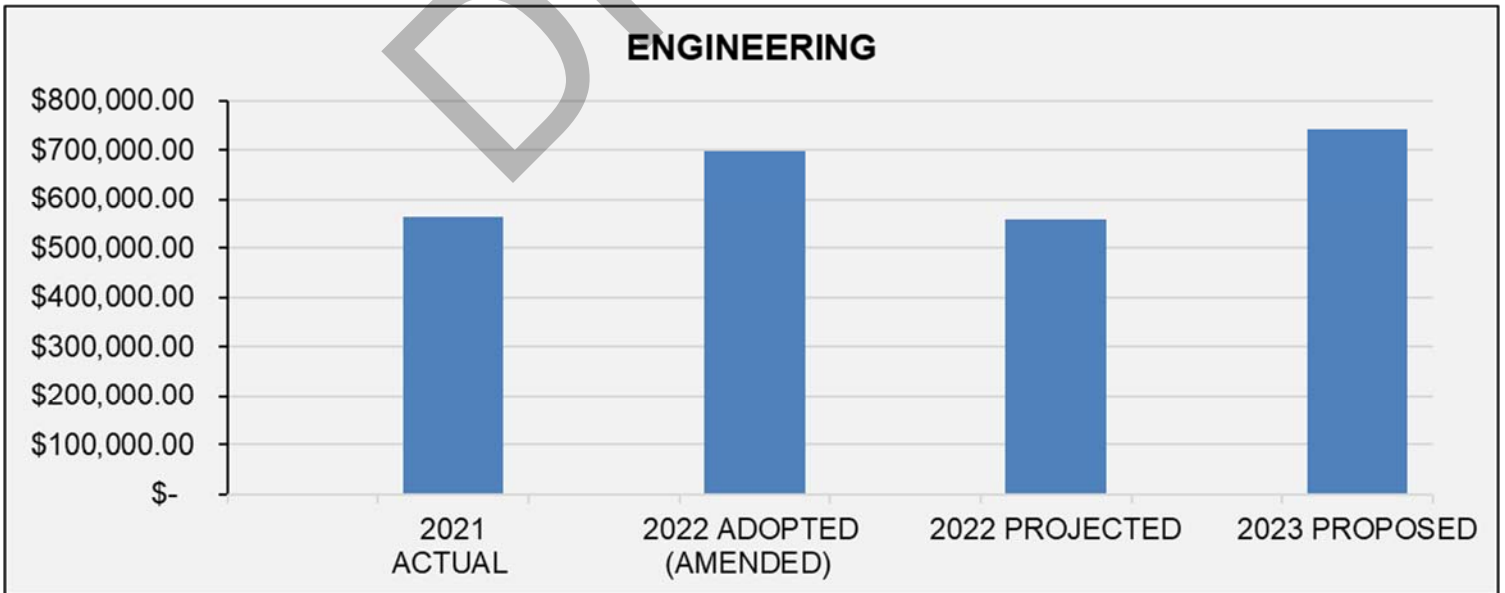




*Division Budget*

Proposed expenses for 2023 are \$741,500, a 6.2% increase above the budgeted expenses for 2022. The expected increase is primarily due to personnel-related expenses and new accounts for Administrative Expenses, for official documents like title reports and grant deeds, and Office Equipment for storage of engineering-related documents.

Engineering		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted- Amended)</i>
01-20-210-500105	Labor	\$ 383,251	\$ 567,000	\$ 422,000	\$ 582,000	\$ 15,000
01-20-210-500114	Incentive Pay	-	-	-	6,000	6,000
01-20-210-500115	Social Security	24,121	40,000	26,600	43,000	3,000
01-20-210-500120	Medicare	5,820	10,000	6,300	10,500	500
01-20-210-500125	Health Insurance	47,766	101,000	66,200	101,000	-
01-20-210-500140	Life Insurance	500	2,000	700	1,000	(1,000)
01-20-210-500143	EAP Program	93	1,000	100	500	(500)
01-20-210-500145	Workers' Compensation	2,505	5,000	2,800	5,500	500
01-20-210-500150	Unemployment Insurance	886	20,000	-	8,500	(11,500)
01-20-210-500155	Retirement/CalPERS	50,200	90,000	56,100	80,500	(9,500)
01-20-210-500165	Uniforms & Employee Benefits	-	1,000	-	500	(500)
01-20-210-500175	Training/Education/Mtgs/Travel	1,757	6,000	2,900	8,000	2,000
01-20-210-500180	Accrued Sick Leave Expense	7,790	29,000	1,400	31,000	2,000
01-20-210-500185	Accrued Vacation Leave Expense	15,174	23,000	9,700	28,500	5,500
01-20-210-500187	Accrual Leave Payments	6,461	16,000	4,300	42,000	26,000
01-20-210-500190	Temporary Labor	-	-	14,200	-	-
01-20-210-500195	CIP Related Labor	13,949	(225,000)	(55,900)	(225,000)	-
01-20-210-550029	Administrative Expenses	-	-	-	5,000	5,000
01-20-210-550046	Office Equipment	-	-	-	6,000	6,000
01-20-210-550030	Membership Dues	408	2,000	700	2,000	-
01-20-210-550051	Advertising/Legal Notices	1,140	10,000	500	5,000	(5,000)
		<u>\$ 561,822</u>	<u>\$ 698,000</u>	<u>\$ 558,600</u>	<u>\$ 741,500</u>	<u>\$ 43,500</u>



Finance and Administration - Expenses Detail



## **DIVISIONS**

- Administration Services
- Customer Service Representatives
- Finance Services, including Payroll
- Human Resources, including Risk Management

## **2022 FINANCE AND ADMINISTRATION DEPARTMENT ACCOMPLISHMENTS**

### ***Administration Services***

1. Completed and implemented the 2020 Census Redistricting Map to communicate compliance with Riverside and San Bernardino Counties, a revision to the district division lines to align voters with district representation for legislative delegation.
2. Completed the 2023 Board of Directors election for Districts 3, 4, & 5 in compliance with the Riverside County and San Bernadino County Registrars of Voters.
3. Implemented the branding image of BCVWD products and communications that reflect a consistent identity of the District, allowing recognition of products and services of the organization.
4. Completed and distributed Brown Act-compliant agenda packets, providing transparency of the District's fiduciary responsibilities to more than 60 regular, special, and committee meetings to ensure complete and accurate historical administrative records.
5. Completed and Implemented Policy 5100 Social Media and Press Relations to work supportively with press relations (media) and disseminate information of public interest and concern accurately and timely manner.
6. Completed and distributed the 2021 Water Quality Report and Consumer Confidence Report to communicate BCVWD's source of drinking water quality to the levels of any contaminants found and potential health effects in the local drinking water.
7. Successfully updated the District's Conflict of Interest Code to communicate compliance with the Political Reform Act.

### ***Customer Service Representatives***

1. Implemented multiple CSR scripts used for current activities, outages, and events that reflect an increase in efficiency and customer awareness.
2. Produced English and Spanish media material, including customer Billing inserts addressing updates to billing, rates, drought (including state mandates), water restrictions, and the annual water quality report that reflects increased transparency and customer awareness.
3. Produced rebranding materials for BCVWD brochures, website, press releases, and other documents that increased customer consistency and public awareness.

4. Presented individual and collaborated media outreach information to customers on Drought Conditions, including State Mandate regulations that improved consumers' communications.
5. Implemented processes and procedures on monthly delinquent customer shut-off notifications, resulting in minimal customers remaining as delinquent collection accounts.
6. Implemented an average count of 15 monthly customer requests for payment plan options, resulting in approving an average customer payment plan of \$40,000 per month during the fiscal year. BCVWD continued participation in the California Water & Wastewater Arrearages Payment Program, Lift to Rise Utility Payment Assistance Program, and Low-Income Household Water Assistance Program and resumed alignment with SB 998 requirements utilizing communication, transparency, and payment options for customers.

### ***Finance Services, including Payroll***

1. Recognition of the annual Certificate of Achievement for Excellence in Financial Reporting for the fiscal year 2021 by the Government Finance Officers Association (GFOA), increasing the District's financial performance transparency.
2. Recognition of the annual Operating Budget Excellence Award for the fiscal year 2022 by the California Society of Municipal Finance Officers (CSMFO) for summarizing financial information of key economic facts on expenditures and revenues.
3. Recognition of the annual Investment Policy Certification by the California Municipal Treasurers Association (CMTA) for Investment Policy Certification for the fiscal year 2022 for sustained compliance with current state statutes governing local government entities' investment practices.
4. Acceptance and implementation of the 2022 BCVWD Operating Budget that communicates a transparent look at the District's day-to-day, short-term, and long-term financial stability annually.
5. Earned an unmodified "clean" opinion for the financial statement audit of the year ended December 31, 2021, that increased trust and transparency during the 2022 fiscal year.
6. Completed the Annual Comprehensive Financial Report that provided financial transparency and promulgated accountability by expanding on fund-level financial statement information on budgetary performance from the financial statement audit during the fiscal year.
7. Received accounts payable discounts at an estimated amount of \$55,000.00 for invoices paid within 30 days and issued over 2,000 check disbursements, including ACH, Accounts Payable, and Customer Refund checks.
8. Completed and implemented the BCVWD Miscellaneous Fee Study that communicates to consumers miscellaneous fees to cover the cost of services and materials, to encourage compliance with administrative rules, and to repair or replace damaged equipment related to water services.
9. Implemented CalPERS CERBT (OPEB trust fund) that reflects a positive impact on financial

statement liability, mitigates liabilities, addresses generational equity and costs associated with the time and resources needed to govern the trust, and prepares for post-employment benefits.

10. Entered into partnership with Investment Advisor Chandler Asset Management Advisory Service (Chandler) for managing District investments that summarize valuable insight to reach the District's financial goals annually.
11. Implemented the fiscal effects associated with the 2021 Classification & Compensation study results approved by the District's Board of Directors that reflect the District's ability to align positions to the water district market and the internal structure.
12. Continued the 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 that provides improved utility operations to target the customer base, including 7,700-meter upgrades with Automated Meter Reading (AMR) technology for review and analysis of District water demands.
13. Continued implementation of AMR / AMI meter reading project that improves billing processes with AMR technology by review and analysis of District water demands, including updates to 32 housing tracts' water consumption data for 2016, 2017, 2018, 2019, and 2020 to understand the effects of new water conservation measures related to District water supply consumption by the end of the fiscal year.
14. Reaffirmed the partnership with Grant Writing Firm Townsend Public Affairs, Inc, to support BCVWD grant applications that improve funding chances by communicating public information about the activity of government agencies and interpreting policy and political campaigns specific to water services during the 2022 fiscal year.

#### ***Human Resources, Including Risk Management***

1. Recognition of the annual Great Place to Work certification in an employee engagement survey for the fiscal year 2022 by the international accreditation system called Great Place to Work, evaluating the health of the organization. The certification is the second consecutive year of recognition.
2. Contracted a partnership with a Workforce and Succession Planning consultant, The Mejorando Group, to conduct a study aimed at accelerating employee performance and organizational effectiveness through the creation of a process-based Succession Planning Program to meet ratepayer and service requirements collaboratively. The study is set for completion in early 2023.
3. Organized and hosted an employee Benefits Fair during an open enrollment period with multiple benefits vendors by providing employees with relevant benefits information to meet employees' expectations of the District.
4. Implemented NeoGov Insight and Onboard modules as part of the Human Resources Information System (HRIS) to continue the improvement of departmental workflow efficiency.

5. Improved BCVWD policies for clarity by implementing multiple policy updates refining compliance with IRS, State and Federal mandates, Human Resources, laws, and legislative changes.
6. Improved employee safety by implementing the District's safety program, increasing awareness and sustaining compliance using quarterly safety inspections that reflect a decrease in workplace accidents.
7. Organized specialized safety training partnerships with various consultants providing CPR/First Aid/AED, Active shooter preparedness, OSHA compliance, dog safety, snake awareness, and Reasonable Suspicion (supervisory staff) that improve employee awareness, safety compliance, and regulatory requirements for District employees.

## **2023 FINANCE AND ADMINISTRATION DEPARTMENT GOALS AND OBJECTIVES**

### ***Administration Services***

1. Distribute the 2022 Water Quality and Consumer Confidence reports by communicating to consumers the report's availability by the end of the 2023 fiscal year. This will reflect an improvement in customer communication to meet BCVWD's goal of providing safe water to the community annually. This goal will be accomplished by completing the report within the parameters of the State of California.
2. Continue administrative practices to comply with the District's Records Retention Policy and paperless filing system by organizing documents to reduce litigation risks by adhering to various rules and regulations. This will reflect an improvement in records retention by 15% of paper records. This goal will be accomplished by scanning and retaining paper records to save storage and operating expenses by the end of the 2023 fiscal year.
3. Continue administrative practices to comply by providing comprehensive Brown Act-compliant agenda packets to the Board of Directors and Committees to maintain District compliance with all applicable laws and regulations.

### ***Customer Service Representatives***

1. Improve customer service communication to customers by the implementation of written documents by producing English and Spanish material addressing updates to billing, rates, drought, water restrictions, and the annual water quality report. This will reflect an improvement in customer communication. This goal will be accomplished by creating six written or virtual documents to disseminate amongst customers by the end of the 2023 fiscal year.
2. Improve customer service communication to new residential accounts by providing personalized service. This will reflect a consistent interaction with new residential customer accounts. This goal will be accomplished by interaction with 80% of new residential customer accounts opened during the 2023 fiscal year.

3. Implement multiple CSR scripts for current activities, outages, and events that increased efficiency and customer awareness during the 2023 fiscal year.
4. Improve customer service delinquent accounts by continuously implementing shut-off notifications and customer payment plan options. This will reflect an improvement or a decrease in delinquent customer account for final shut-off notifications. This goal will be accomplished by shut-off notifications to delinquent accounts, reducing the last monthly customer shuts off by 50%.

### ***Finance Services, including Payroll***

1. Improve customer communication by submitting documentation to receive the annual Certificate of Achievement for Excellence in Financial Reporting through the GFOA, the Operating Budget Excellence Award through the CSMFO, and the Investment Policy Certification through the CMTA. This will reflect the transparency of annual financial performance documents in compliance with state statutes governing local government entities. This goal will be accomplished by completing the application process by the end of the 2023 fiscal year.
2. Improve customer communication by submitting the 2023 BCVWD Operating Budget to the Board of Directors for approval. This will reflect an improvement in transparency of the day-to-day, short-term, and long-term financial stability. This goal will be accomplished by receiving an approved budget document from the Board of Directors by December 2022.
3. Improve fiduciary responsibilities by earning an unmodified "clean" opinion for the financial statement audit. This will reflect an improvement in transactional duties to ensure that financial information is represented fairly and accurately. This goal will be accomplished by completing the 2022 financial audit by the end of the 2023 fiscal year.
4. Continue to facilitate fiduciary responsibilities by completing the Annual Comprehensive Financial Report. This will reflect financial transparency and promote accountability. This goal will be accomplished by completing the 2022 report by an independent auditing firm by the 2023 fiscal year.
5. Assess and amend the BCVWD capacity fees by evaluating current prices and structures charged to customers. This will reflect improved communication and transparency regarding capacity fees to provide revenue to recover costs for existing and future facilities that are of proportional benefit to the person or property being charged related to water services. This goal will be accomplished by implementing the revised capacity fee study by the end of the fiscal year.
6. Improve fiduciary obligations by optimizing investments and grant writing opportunities. This goal will be accomplished by maintaining the management of contractual services in a fiduciary matter by the end of the 2023 fiscal year.
7. Improve participation in District investments by preparing regular deposits for investments with either the Local Agency Investment Fund (LAIF) or Chandler. This goal will reflect an increase in the number of funds deposited for investment by at least \$10,000 per week based on cash investments over expenses.



This goal will be accomplished by weekly reviews of interest rates for the different investment plans available to the District, which are reported monthly to the Finance and Audit Committee.

8. Improve the grant application and selection process by focusing on a specific set of 10 Capital Improvement Projects during the fiscal year. This goal will reflect an increase in the number of grant funding applications by one per quarter of the year. This goal will be accomplished by collaborating with the grant writing consultants bi-weekly to identify funding opportunities regularly for these specific projects before the 2023 fiscal year-end.
9. Continue implementing, maintaining, and reviewing payroll processing by preparing timely and accurate payroll transactions, including salaries, benefits, garnishments, taxes, and other deductions. Ensure accurate and timely processing of transactions. This goal will reflect a continuance of funds distributed to staff bi-weekly. This goal will be accomplished by processing payroll updates, including new hires, terminations, and changes to pay rates throughout the fiscal year 2023.
10. Improve consumer billing by implementing the WaterSMART Water and Energy Efficiency Grant from the United States Bureau of Reclamation. The grant is for the Advanced Meter Infrastructure (AMI) Project, reflecting the estimated 2,200 remaining meter upgrades by 100% digital transition of installed meters. This goal will be accomplished by installing Automated Meter Reading (AMR) and the Automated Meter Infrastructure (AMI) towers and repeaters by the end of the 2023 fiscal year.
11. Modernize the tracking and reporting mechanism for the cross-connection (backflow) program by providing Operations procedures and workflow for an electronic reporting system. This goal will reflect an improvement in data entry time by 25% for Operations and a reduction of at least 2 hours of statistical analysis for State mandated reporting for Administration staff. This goal will be accomplished by the completion of the Tokay software training as well as the creation of a District user guide by the 2023 fiscal year-end.

#### ***Human Resources, Including Risk Management***

1. Improve departmental workflow efficiency by implementing one additional NeoGov module within the areas of Payroll, Self Service, and Compliance as part of the Human Resources Information System (HRIS) by the end of the 2023 fiscal year.
2. Improve clarity and compliance by updating ten BCVWD policies to comply with rules, regulations, and legislative and personnel law changes by the end of the 2023 fiscal year.
3. Improve employee engagement by developing one subject matter in the areas of an employee profile assessment tool, an employee appreciation program, and an employee wellness program to improve onboarding, team building, communication, and professional development, and reduce long-term healthcare costs by implementing one program by the end of the 2023 fiscal year.

4. Improve employee engagement by 5% by implementing the employee survey and providing documentation to receive the annual Great Place to Work certification through the international accreditation system for a third consecutive year during the 2023 fiscal year.
5. Improve continued efforts for transparency and customer trust by submitting documentation to receive the District Transparency Certificate of Excellence through the Special District Leadership Foundation (SDLF). The certification will reflect the openness of the district's business. The goal will be met when required documentation is submitted to promote operations and governance of special districts to the public and constituents by the end of the 2023 fiscal year.
6. Organize and host the annual employee Benefits Fair with vendors by providing employees with relevant benefits information and improving participation in the District's Flexible Spending Account (FSA) program to meet employees' expectations of the District by the end of the 2023 fiscal year.
7. Improve workplace incidents by maintaining a centralized safety incentive program by partnering with consultants to provide employee safety training sessions to decrease safety incidents by 5% by the end of the 2023 fiscal year.
8. Improve employee development by continuing the District's leadership program and implementing various training sessions to improve strategic thinking, leadership, work knowledge, skills, and abilities by implementing executive coaching services by the end of the 2023 fiscal year.

## PROFESSIONAL SERVICES

There are no positions budgeted in this division.

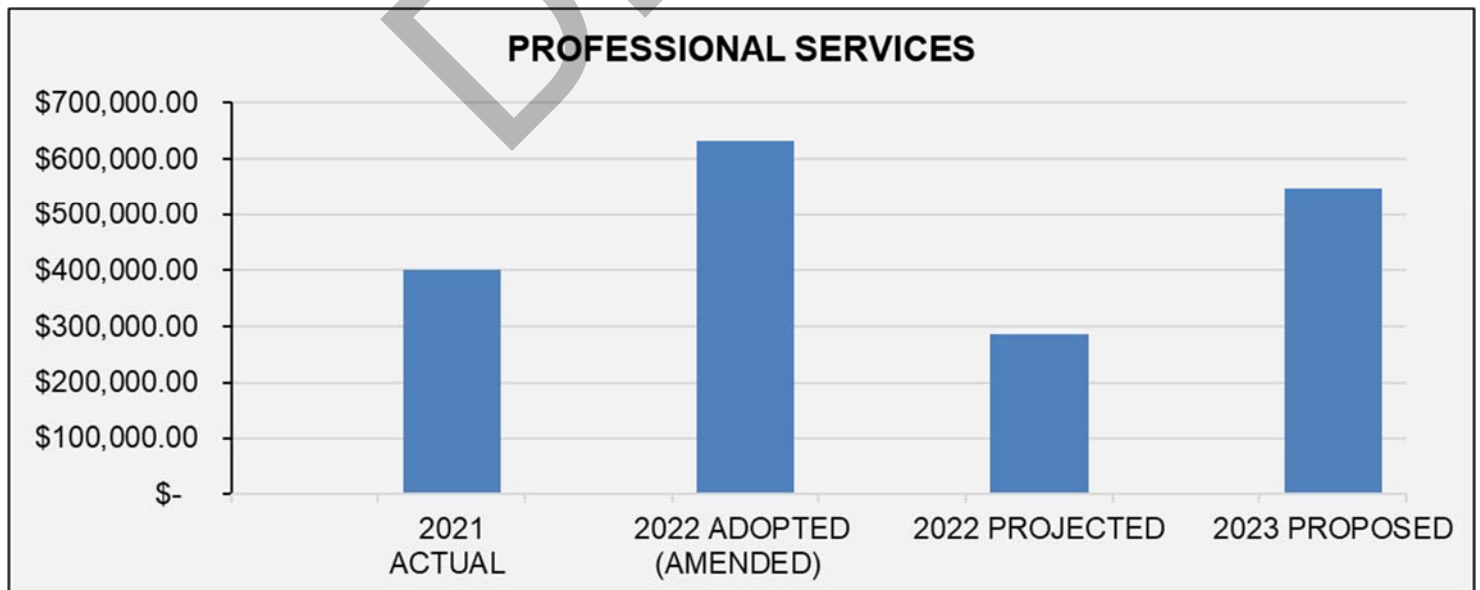
### Division Description

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

### Division Budget

Proposed expenses for 2023 are \$547,000, a 13.5% decrease below the amended budgeted professional services expenses for 2022 due to an anticipated reduction in other professional services expenses, including Development Reimbursable-GIS.

Professional Services		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE (Proposed less Adopted- Amended)
01-20-210-540012	Development Reimbursable Engineering	\$ -	\$ -	\$ -	\$ -	\$ -
01-20-210-540014	Development Reimbursable GIS	113,270	75,000	19,200	50,000	(25,000)
01-20-210-540018	Grant & Loan Procurement	-	-	-	-	-
01-20-210-540048	Permits, Fees & Licensing	26	3,000	-	3,000	-
01-20-210-580031	Outside Engineering	2,473	60,000	-	60,000	-
01-20-210-580032	CIP Related Outside Engineering	-	(42,000)	-	(42,000)	-
01-30-310-550061	Media Outreach	-	-	25,500	25,500	25,500
01-30-310-580001	Accounting and Audit	35,138	37,000	29,900	46,500	9,500
01-30-310-580011	General Legal	103,193	112,000	60,200	112,000	-
01-30-310-580036	Other Professional Services	80,779	310,700	62,200	175,500	(135,200)
01-50-510-550096	Beaumont Basin Watermaster	46,005	52,500	64,900	85,000	32,500
01-50-510-550097	SAWPA Basin Monitoring Program	19,295	24,300	23,600	31,500	7,200
		<u>\$ 400,179</u>	<u>\$ 632,500</u>	<u>\$ 285,500</u>	<u>\$ 547,000</u>	<u>\$ (85,500)</u>



## FINANCE AND ADMINISTRATION

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 Budget Part-Time Positions
General Manager	1	0	1	0
Assistant General Manager <sup>(1)</sup>	0	0	0	0
Director of Finance and Administration	1	0	1	0
Finance Manager	1	0	1	0
Senior Management Analyst	1	0	1	0
Management Analyst II	1	0	1	0
Management Analyst I	1	0	1	0
Accounting Technician	0	0	0	0
Administrative Assistant	1	1 <sup>(2)</sup>	1	1 <sup>(5)</sup>
Customer Service Supervisor	1	0	1	0
Customer Service Representative II	1	0	2 <sup>(4)</sup>	0
Customer Service Representative I	3	1	2 <sup>(4)</sup>	0 <sup>(6)</sup>
Customer Service Representative I (AMR) <sup>(3)</sup>	0	2 <sup>(3)</sup>	0	1 <sup>(7)</sup>
<b>Total Positions</b>	<b>12</b>	<b>4</b>	<b>12</b>	<b>2</b>
<p>(1) Position was included in the Classification Study but was not approved to be implemented by the Board of Directors. The position will either be supported or removed based on the recommendations from the Workforce and Succession Planning review in progress in 2022.</p> <p>(2) Included 1 part-time Administrative Assistant for a maximum of 988 hours.</p> <p>(3) Included 2 temporary part-time employees to implement the AMR/AMI program.</p> <p>(4) Reclassification of Customer Service Representative I position to Customer Service Representative II position to split the utility billing responsibilities.</p> <p>(5) Includes 1 part-time Administrative Assistant for a maximum of 988 hours.</p> <p>(6) Removed 1 part-time Customer Service Representative I based on reclassification of Customer Service Representative I/II position</p> <p>(7) Consolidated 2 part-time employees to implement the AMR/AMI program</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. This department also includes Human Resources; however, that section is separated for transparency.

#### Administration Services

This section includes the General Manager appointed by the Board of Directors, who directs and oversees District programs, services, and resources in accordance with short and long-range goals, policy statements, and directives. The Administrative Assistants in this division perform clerical and administrative duties, including preparing staff reports and agenda packets, scheduling training sessions for the Board of Directors and General Manager, and supporting management staff as needed.

## Customer Service Representatives

This section is responsible for assisting customers with their requests, processing payments, and managing all billing data. The Customer Service Representatives coordinate with other departments to ensure that all customer bills are accurate and sent on time. They also process requests to open and close accounts, update account information, prepare water consumption reports, and answer questions in person, by phone, or by email.

## Finance Services

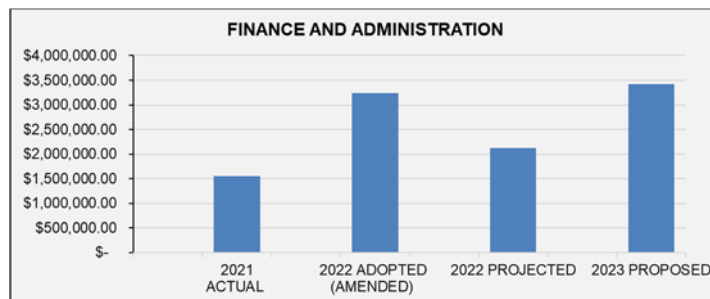
The finance section manages the general ledger, bank reconciliation, fixed assets, financial reports, payroll, accounts payable, accounts receivable, annual budget, and investment and cash management. The representatives of this section provide support to all District departments and divisions.



*Division Budget*

Proposed expenses for 2023 are \$3,422,100, a 5.6% increase above the amended budgeted finance and administrative services expenses for 2022. This excludes \$3,025,000 of Depreciation expense. The expected increase for 2023 is due primarily to the personnel changes and the increased expenses related to billing and informative communications mailed to customers.

Finance and Administration		2021	2022	2022	2023	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	(Proposed less Adopted- Amended)
01-30-310-500105	Labor	\$ 865,576	\$ 1,217,000	\$ 1,038,900	\$ 1,353,500	\$ 136,500
01-30-310-500109	FSLA Overtime	-	-	-	500	500
01-30-310-500110	Overtime	5,113	15,000	7,900	11,000	(4,000)
01-30-310-500111	Double Time	1,035	3,000	2,500	2,500	(500)
01-30-310-500114	Incentive Pay	-	-	-	18,000	18,000
01-30-310-500115	Social Security	54,942	92,000	65,100	102,500	10,500
01-30-310-500120	Medicare	14,460	22,000	16,700	24,000	2,000
01-30-310-500125	Health Insurance	199,133	348,000	241,100	333,000	(15,000)
01-30-310-500130	CalPERS Health Administration Costs	1,761	2,000	2,400	2,500	500
01-30-310-500140	Life Insurance	1,313	4,000	1,800	2,500	(1,500)
01-30-310-500143	EAP Program	234	2,000	300	1,000	(1,000)
01-30-310-500145	Workers' Compensation	5,120	10,000	6,200	11,000	1,000
01-30-310-500150	Unemployment Insurance	-	42,000	-	20,000	(22,000)
01-30-310-500155	Retirement/CalPERS	187,664	244,000	204,400	255,500	11,500
01-30-310-500161	Estimated Current Year OPEB Expense	220,043	213,000	-	215,000	2,000
01-30-310-500165	Uniforms & Employee Benefits	720	1,000	1,300	1,000	-
01-30-310-500175	Training/Education/Mtgs/Travel	5,359	31,000	29,300	40,500	9,500
01-30-310-500180	Accrued Sick Leave Expense	27,219	63,000	31,100	71,500	8,500
01-30-310-500185	Accrued Vacation Leave Expense	22,035	89,000	35,200	106,500	17,500
01-30-310-500187	Accrual Leave Payments	74,483	93,000	69,000	111,500	18,500
01-30-310-500190	Temporary Labor	65,158	35,000	1,000	17,000	(18,000)
01-30-310-500195	CIP Related Labor	(45,590)	(16,000)	-	(16,000)	-
01-30-310-550001	Bank/Financial Service Fees	5,751	17,000	1,900	12,000	(5,000)
01-30-310-550006	Cashiering Shortages/Overages	(101)	100	(100)	100	-
01-30-310-550008	Transaction/Return Fees	869	3,000	1,100	3,000	-
01-30-310-550010	Transaction/Credit Card Fees	84,360	80,000	94,800	90,000	10,000
01-30-310-550014	Credit Check Fees	6,249	7,000	6,600	7,000	-
01-30-310-550030	Membership Dues	38,318	40,000	38,100	42,000	2,000
01-30-310-550036	Notary & Lien Fees	750	3,000	1,100	3,000	-
01-30-310-550042	Office Supplies	9,897	10,000	12,000	11,000	1,000
01-30-310-550046	Office Equipment	8,938	4,225	6,400	5,500	1,275
01-30-310-550048	Postage	3,615	40,000	3,500	58,000	18,000
01-30-310-550050	Utility Billing Service	69,623	81,000	78,500	90,000	9,000
01-30-310-550051	Advertising/Legal Notices	532	7,000	1,600	3,500	(3,500)
01-30-310-550054	Property, Auto & General Liability Insurance	108,645	130,000	127,200	165,000	35,000
01-30-310-550066	Subscriptions	-	-	-	-	-
01-30-310-550072	Miscellaneous Operating Expenses	27	1,000	100	500	(500)
01-30-310-550078	Bad Debt Expense	-	25,000	-	25,000	-
01-30-310-560000	GASB 68 Pension Expense	(489,557)	283,000	-	222,000	(61,000)
		<u>\$ 1,553,692</u>	<u>\$ 3,241,325</u>	<u>\$ 2,127,000</u>	<u>\$ 3,422,100</u>	<u>\$ 180,775</u>
NOTE: System Depreciation is omitted from the chart for clarity						
01-30-310-550084	Depreciation	\$ 2,923,539	\$ 3,000,000	\$ 3,086,900	\$ 3,025,000	\$ 25,000



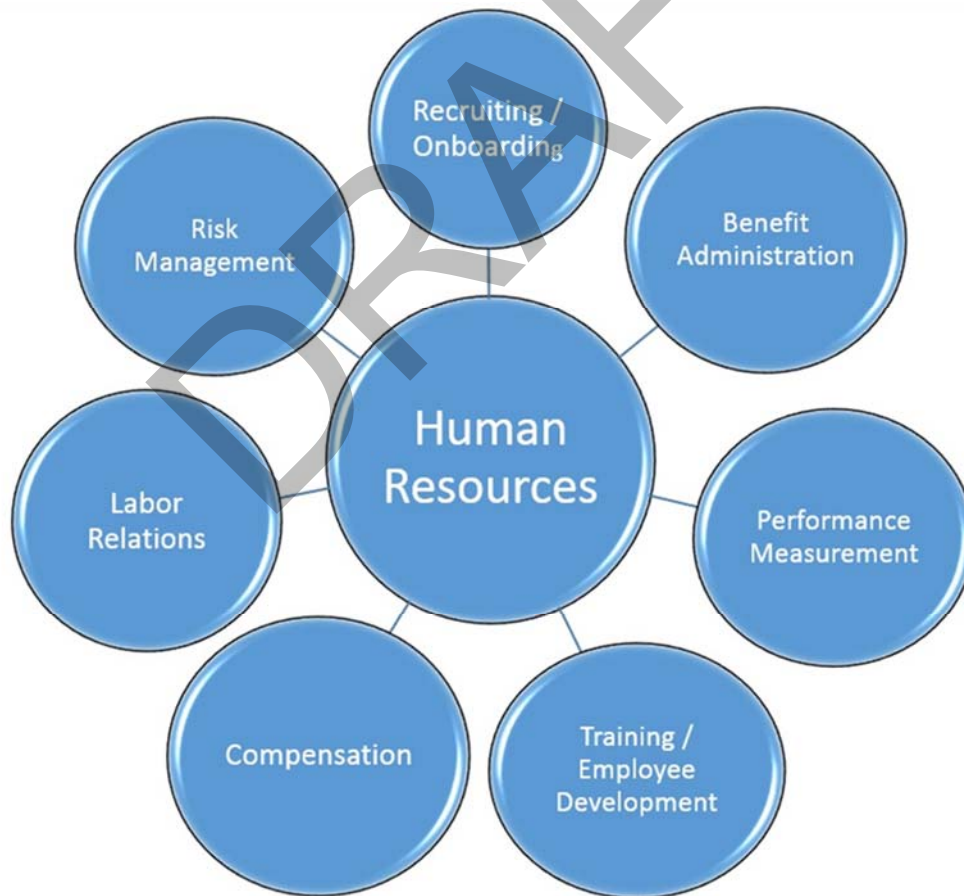


## HUMAN RESOURCES AND RISK MANAGEMENT

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 Budget Part-Time Positions
Human Resources Administrator	1	0	1	0
<b>Total Positions</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

### *Division Description*

This division ensures the District complies with all legal and regulatory requirements related to personnel and a healthy and happy workplace environment.

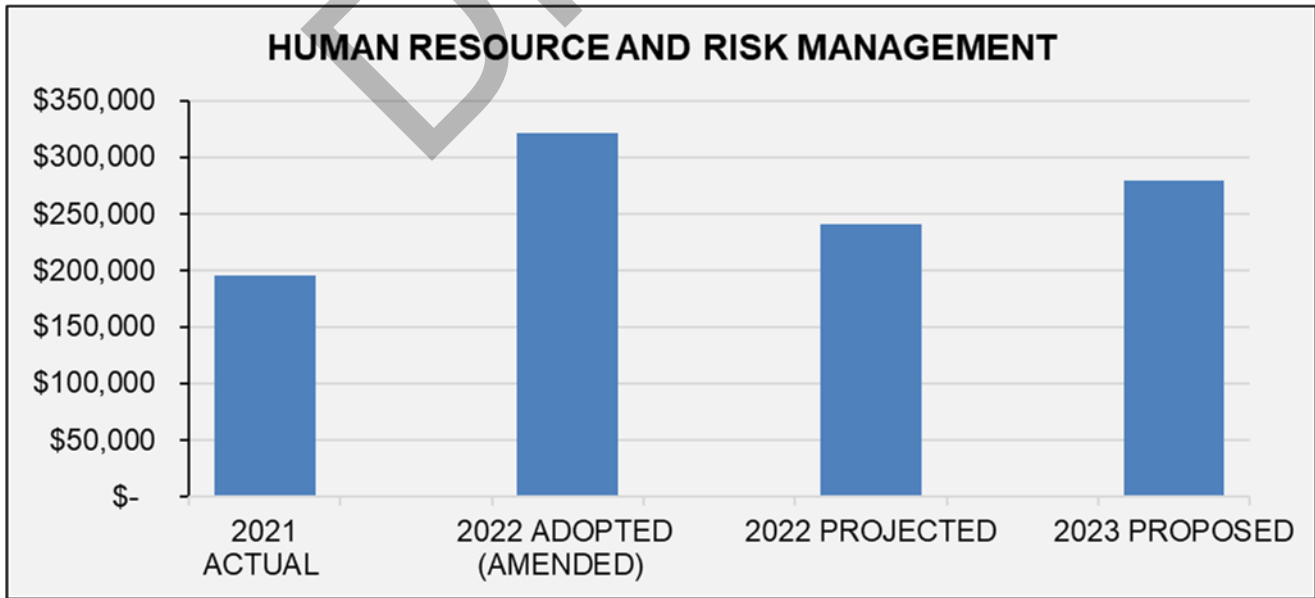




*Division Budget*

Proposed expenses for 2023 are \$279,700, a 12.9% decrease below budgeted human resources and risk management expenses for 2022, which is attributed to a reduction in expenses for Other Professional Services.

<b>Human Resources and Risk Management</b>		<b>2021 ACTUAL</b>	<b>2022 ADOPTED (AMENDED)</b>	<b>2022 PROJECTED</b>	<b>2023 PROPOSED</b>	<b>CHANGE (Proposed less Adopted- Amended)</b>
01-30-320-500105	Labor	\$ 55,778	\$ 69,400	\$ 71,400	\$ 92,500	\$ 23,100
01-30-320-500110	Overtime	3,354	3,000	2,700	-	(3,000)
01-30-320-500111	Double Time	457	1,600	800	-	(1,600)
01-30-320-500114	Incentive Pay	-	-	-	1,500	1,500
01-30-320-500115	Social Security	3,857	6,000	4,800	6,500	500
01-30-320-500120	Medicare	902	2,000	1,100	1,500	(500)
01-30-320-500125	Health Insurance	15,338	26,000	17,400	25,500	(500)
01-30-320-500140	Life Insurance	84	1,000	100	500	(500)
01-30-320-500143	EAP Program	19	1,000	-	500	(500)
01-30-320-500145	Workers' Compensation	314	1,000	400	1,000	-
01-30-320-500150	Unemployment Insurance	-	3,000	-	1,500	(1,500)
01-30-320-500155	Retirement/CalPERS	6,167	8,000	8,200	9,500	1,500
01-30-320-500165	Uniforms & Employee Benefits	-	200	-	200	-
01-30-320-500175	Training/Education/Mtgs/Travel	979	13,000	8,100	7,500	(5,500)
01-30-320-500176	District Professional Development	17,100	41,000	24,400	20,000	(21,000)
01-30-320-500177	General Safety Training & Supplies	9,677	31,000	17,500	32,000	1,000
01-30-320-500180	Accrued Sick Leave Expense	2,095	4,000	2,200	5,500	1,500
01-30-320-500185	Accrued Vacation Leave Expense	3,131	4,000	700	5,000	1,000
01-30-320-500187	Accrual Leave Payments	-	2,000	-	-	(2,000)
01-30-320-500190	Temporary Labor	-	-	-	5,000	5,000
01-30-320-550024	Employment Testing	2,482	8,500	2,300	6,000	(2,500)
01-30-320-550025	Employee Retention	1,017	5,000	1,300	5,500	500
01-30-320-550026	Recruitment Expense	3,977	13,000	4,000	11,000	(2,000)
01-30-320-550028	District Certification	2,338	4,000	2,500	6,000	2,000
01-30-320-550030	Membership Dues	1,708	3,000	2,000	2,500	(500)
01-30-320-550042	Office Supplies	1,162	3,000	1,100	3,000	-
01-30-320-550051	Advertising/Legal Notices	1,106	4,000	1,000	4,000	-
01-30-320-580036	Other Professional Services	62,522	63,500	66,500	26,000	(37,500)
		<b>\$ 195,563</b>	<b>\$ 321,200</b>	<b>\$ 240,500</b>	<b>\$ 279,700</b>	<b>\$ (41,500)</b>



## Information Technology - Expenses Detail



## DIVISIONS

- Information Technology

### 2022 INFORMATION TECHNOLOGY DEPARTMENT ACCOMPLISHMENTS

1. Continued to support District Staff with various District remote work activities required due to District response to COVID 19 Pandemic
2. Completed scheduled computer workstation upgrades (all District computers), 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 with no business day loss of service outages
3. Completed Backflow System SQL Server and provided training materials for implementing said system as part of the District's Cross-Connection Control program.
4. Completed acquisition, programming, and implementation of ten (10) additional tablet-based (iPad) systems for Operations and Distribution and Transmission Staff which included continued implementation of automated forms for field staff use to leverage technology to provide for increased field staff operational and process efficiency
5. Completed programming of all remaining transmitters for AMR component of AMR/AMI project or approximately 36% of remaining project transmitters (7,500 transmitters of 20,450 total project transmitters).
6. Completed initial steps of Phase III of AMR/AMI project by coordinating the acquisition of materials and equipment necessary for implementation testing of AMI deployment completion in 2023.
7. Advanced the District's cybersecurity initiative by deploying upgraded cybersecurity systems and associated programming, including but not limited to upgrade system monitoring and related technical controls, thereby maintaining District's optimum cybersecurity response protocols. Work included deploying eight (8) Cybersecurity Control Technologies to improve the District cybersecurity posture.
8. Advanced District Cybersecurity Awareness Training Program by creating and implementing said training with all staff to ensure the maximum level of District and Staff awareness of District Cybersecurity initiative. The Department issued three (3) random emails during the year to verify program effectiveness, staff awareness, and response to recommendations and requirements of said training activities.
9. Advanced the District's safety program by acquiring and deploying 2-way Radio Systems to staff, including 2-way radio training for improved communication. Reliable equipment increases staff's ability to communicate reliably for regular communication activities and during emergency and emergency response activities.
10. Advanced the District's technology leveraging for improved operations, tracking, and quality assurance by implementing a pipeline, Hydrant Flush, and a Valve Exercise GIS-based computer solution and providing staff training regarding said solutions.

11. Collaborated and completed departmental technical requirements to meet District goals and objectives for the 2022 fiscal year.
12. Acquired and deployed Wireless Headsets for all customer service staff in coordination with Human Resources to advance District business equipment ergonomic initiatives to minimize the possibility of work-related ergonomic issues from repetitive phone use activities.

## **2023 INFORMATION TECHNOLOGY DEPARTMENT GOALS AND OBJECTIVES**

1. Complete the Automatic Meter Read (AMR) portion of the AMR/ Automatic Meter Infrastructure (AMI) project by supporting the final deployment of remaining automatic meters (approximately 3,000 meters and associated transmitters (radios)) at customer locations in conjunction with Finance and Administrative Services and Operations Departments. Complete AMI deployment, including installation of system collector and repeater components throughout the District, including quarterly testing and quality assurance activities. Upon system testing and commissioning, the District will deploy the customer-facing web portal and enable AMI technology to automate, increase operational efficiency, and improve meter collecting and reporting capabilities by year-end 2023.
2. Advance the implementation of the new Supervisory Control and Data Acquisition (SCADA) system that will enable staff to have increased oversight and control of all water operations and facilities; said system will include opportunities for remote and mobile device access, thereby improving system maintenance and control operations activities. Project components include site retrofits and upgrades of electrical equipment, wires, communications equipment, etc., and all District facilities sites (e.g., wells, booster, reservoirs, pressure-reducing stations, etc.).
3. Advance the District's technology upgrade initiative by replacing approximately 33% of employee workstations, aging servers, storage, or infrastructure equipment. The upgrades will include acquiring, programming, and installing replacement computer workstations in the District. Replacement of Servers that have reached the end of service life; and an evaluation of storage arrays and system switch equipment to ensure minimum server outages.
4. Advance the District's cybersecurity initiative by working with all District Departments, including Human Resources (related to integrating Policies and Procedures into the overall District Policies and Procedures framework), to complete the District's Cybersecurity Program Policies and Procedures. IT Department Staff will also advance through continued deployment, testing, and refining all applications, technologies, and systems reasonably necessary to ensure a secure, safe and effective workplace. IT Department will continue to leverage investments made by the District in 2021 and 2022 to continue to maximize the District's effectiveness of the cybersecurity program through 2023 and beyond. Staff proposes to assess and plan for using items such as artificial intelligence technologies to ensure maximum identification and response to security threats.

## INFORMATION TECHNOLOGY

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 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 department includes the administrative salaries, employee benefits, operating supplies, and other expenses associated with the effective and efficient management and deployment of technology and cybersecurity throughout the District.

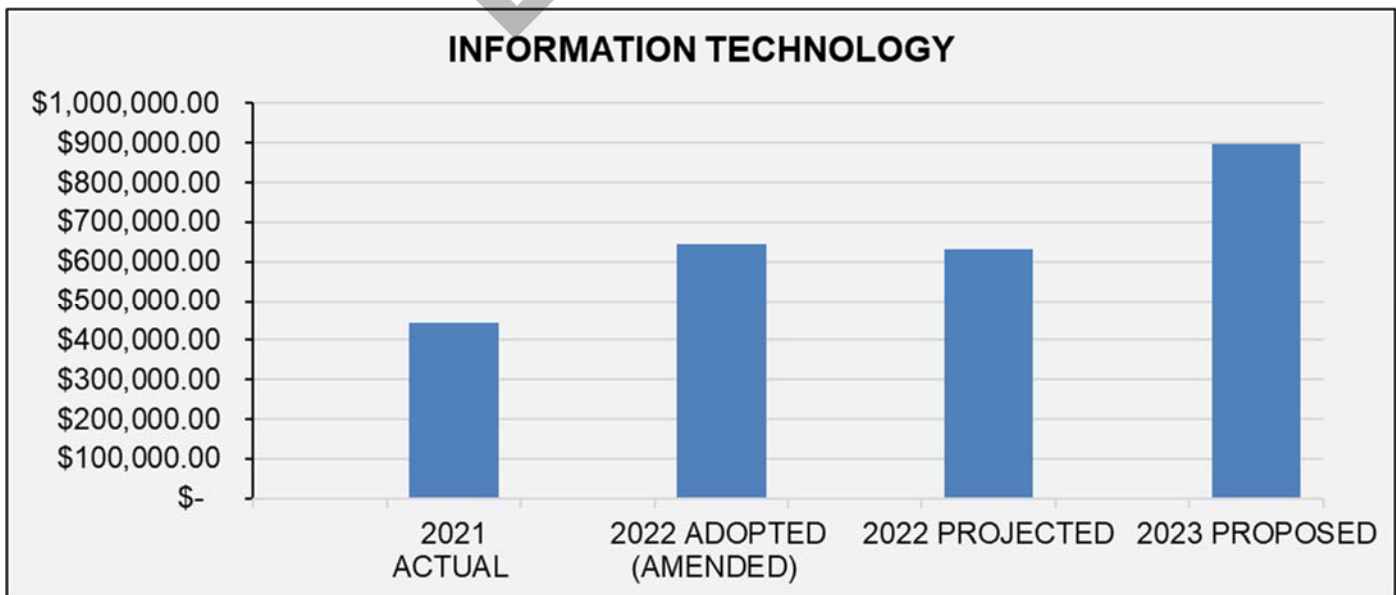




*Division Budget*

Proposed expenses for 2023 are \$899,000, a 39.6% increase above the budgeted information technology expenses for 2022, due to an anticipated rise in license, maintenance, and support expenses related to information technology as well as new expenses supporting the implementation of the Automated meter Reading/Advanced Metering Infrastructure (AMR/AMI) project.

Information Technology		2021	2022	2022	2023	CHANGE
		ACTUAL	ADOPTED (AMENDED)	PROJECTED	PROPOSED	(Proposed less Adopted- Amended)
01-35-315-500105	Labor	\$ 135,451	\$ 152,000	\$ 146,400	\$ 163,000	\$ 11,000
01-35-315-500114	Incentive Pay	-	-	-	1,500	1,500
01-35-315-500115	Social Security	8,874	12,000	9,200	13,000	1,000
01-35-315-500120	Medicare	2,434	3,000	2,500	3,500	500
01-35-315-500125	Health Insurance	26,048	26,000	26,900	25,500	(500)
01-35-315-500140	Life Insurance	196	1,000	200	500	(500)
01-35-315-500143	EAP Program	19	1,000	-	500	(500)
01-35-315-500145	Workers' Compensation	699	2,000	800	1,500	(500)
01-35-315-500150	Unemployment Insurance	-	6,000	-	2,500	(3,500)
01-35-315-500155	Retirement/CalPERS	15,494	18,000	17,300	20,000	2,000
01-35-315-500165	Uniforms & Employee Benefits	-	-	-	-	-
01-35-315-500175	Training/Education/Mtgs/Travel	3,239	5,000	7,700	5,000	-
01-35-315-500180	Accrued Sick Leave Expense	(201)	9,000	-	9,500	500
01-35-315-500185	Accrued Vacation Leave Expense	(13,885)	16,000	1,800	18,000	2,000
01-35-315-500187	Accrual Leave Payments	32,337	15,000	25,300	18,500	3,500
01-35-315-500190	Temporary Labor	-	-	-	-	-
01-35-315-500195	CIP Related Labor	-	(33,000)	-	(33,000)	-
01-35-315-501511	Telephone/Internet Service	46,967	45,000	55,300	53,000	8,000
01-35-315-501521	Building Alarms and Security	-	10,000	9,000	17,500	7,500
01-35-315-540014	GIS Maintenance and Updates	-	10,000	5,700	10,000	-
01-35-315-550030	Membership Dues	2,051	3,000	2,200	3,000	-
01-35-315-550044	Printing/Toner & Maintenance	18,764	28,000	22,900	28,000	-
01-35-315-550051	Advertising/Legal Notices	-	-	-	-	-
01-35-315-550058	Cyber Security Liability Insurance	-	-	-	7,000	7,000
01-35-315-580016	Computer Hardware	13,487	30,000	29,500	30,000	-
01-35-315-580021	IT/Software Support	3,503	8,000	-	8,000	-
01-35-315-580026	License/Maintenance/Support	147,677	220,000	222,100	250,000	30,000
01-35-315-580027	AMR/AMI Annual Support	-	-	-	183,000	183,000
01-35-315-580028	Cybersecurity Software/Hardware	-	50,000	45,800	50,000	-
01-35-315-580030	Repair/Purchase Radio Comm Equip	-	7,000	-	10,000	3,000
		<b>\$ 443,155</b>	<b>\$ 644,000</b>	<b>\$ 630,600</b>	<b>\$ 899,000</b>	<b>\$ 255,000</b>



## Operations - Expenses Detail





## **DIVISIONS**

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

## **2022 OPERATIONS DEPARTMENT ACCOMPLISHMENTS**

### ***Source of Supply***

1. Completed the Well rehabilitation and pumping unit repair projects to improve the quality of supply and serviceable equipment and prevent excessive repair or equipment failure for Wells 10, 18, 23, and 29.
2. Implementation of various District Safety Programs and the purchase of safety equipment to improve risk management, safe work practices, employee development, and Water certifications.
3. Participated in the public outreach campaign. Collaborated with multiple community resources and provided various outreach and education opportunities to improve communication with the public on the continuing drought concern in the State of California and the Western United States.
4. Prepared and submitted a grant funding application for the planning, selection, and acquisition of hardware/software with the District's Information Technology (IT) Department to replace and improve the existing SCADA system in accordance with the District's Capital Improvement Plan (CIP).
5. Purchased a Global Positioning System (GPS instrument), supported setup and interface with the Information Technology Department, and provided staff training to provide for the improved accuracy of the District's potable and non-potable water system maps, including water meter location activities as well as mapping of customer non-potable/potable water use areas, and Recycled Water piping locations for anticipated upcoming recycled water permitting activities.
6. Coordinated and monitored mud and debris flow events and District responses (rain event responses) from the Apple/ El Dorado burn scar with emergency personnel and Riverside County Flood Control & Water Conservation District.
7. Provided various projects to rehabilitate and reconstruct existing facilities to promote higher maintenance activities, as well as revise facilities landscaping, to improve facility aesthetics and drought tolerance, thereby enabling a better public image, including:
  - a. Reconstructed wood roof structures for Well 16 and chlorinator buildings.
  - b. Rebuilt Well 11 existing wood roof with a new metal roof structure to increase fire protection
  - c. Reconstructed Highland Springs wood roof structure and upgraded building lighting and electrical power wiring and appurtenances, painted building, discharge piping, the exterior of the hydropneumatic tank, booster pumping units, and generator enclosure.

- d. Painted motors and pumping units at Edgar Canyon well facilities and Wells 22, 23, 24, and 26.
- e. Converted 560 Magnolia landscape fountain feature to low maintenance planter to improve curb appeal and minimize potential vector control issues.
- f. Recoated existing aboveground piping facilities at Lower Edgar Tank Site.
- g. Installed Automatic Lighting controls at all City well facilities and the 12<sup>th</sup> and Palm Field Office.
- h. Created and implemented a field maintenance repair ticketing system to ensure the project maintenance program's efficiency, tracking, and quality assurance.

### ***Transmission and Distribution***

1. Provided coordination and aggressive meter replacement as identified in the awarded grant contract for Automated Meter Reading/Advanced Metering Infrastructure (AMR/AMI) implementation.
2. Supported the District's Finance Department in preparation of documentation necessary to request and receive an extension to the District's Bureau of Reclamation WaterSmart AMR/AMI grant resulting from project delays in materials and equipment acquisition due to global supply chain disruption issues resulting from COVID-19 and Russian/Ukrainian War activities.
3. Provided support and coordination with the District's IT department and provided staff training to increase electronic maintenance coordination and tracking systems related to the Districts ongoing water system operation and maintenance, including:
  - a. Setup and implementation of electronic valve maintenance scheduling and tracking program and continued systematic valve maintenance and exercise program of potable and non-potable water systems.
  - b. Set up and implementation of water system flushing maintenance scheduling and tracking program through the District's system mapping platform and began systematic valve maintenance of the distribution system.
4. Supported ongoing District Capital Facilities and Capital Reserve Replacement Projects, including field assessment of existing facilities, design replacement facilities planning support, and materials acquisition (where necessary), as well as construction activities and inspection support for the following projects:
  - a. Grand Avenue Storm Drain (MDP Line 16) Project, in cooperation with the Engineering Department and Riverside County Flood Control & Water Conservation District (RCF&WCD).
  - b. Provided District Engineering Department and RCF&WCD field coordination and support and District inspection activities for Grand Avenue MDP Line 16 storm drain construction and District contracting and grading operations, including subgrade preparation of Noble Creek Recharge spillway construction project.

- c. Provided field support in conjunction with District Engineering Department and RCFC&WCD construction coordination and support. Supervised piping, valves, and appurtenance acquisition, delivery, and site storage, as well as District field coordination and inspection activities for Grand Avenue capital replacement pipeline projects – pipelines 1 through 6A.
  - d. Provided field support in conjunction with District Engineering Department and construction coordination and inspection activities for Capital Improvement Project (CIP) number P-3620-0012 Avenue Altejo Bella, Avenida Miravilla to End of Cul-De-Sac. Supervised piping, valves, and appurtenance prepurchase and acquisition, delivery, and site storage of construction materials.
  - e. Provided field support in conjunction with District Engineering Department for Capital Replacement Project (CIP) number P-3620-0015 Appletree Lane and B-Line to Oak Glen Road, for supervision and work related to piping, valves, and appurtenance prepurchase and acquisition, delivery, and site storage of materials of construction
  - f. Provided field support in conjunction with the District Engineering Department for Capital Replacement Project (CIP) for two pipeline replacements on Beaumont Avenue and Michigan Avenue for supervision and work related to piping, valves, and appurtenance prepurchase and acquisition, delivery, and site storage of materials of construction.
5. Coordinated and monitored mud and debris flow events and District responses (rain event responses) from the Apple/ El Dorado burn scar with emergency personnel and Riverside County Flood Control & Water Conservation District.
  6. Provided support to the District's Human Resources (HR) Department and coordination in completing the District's 2021/2022 Classification and Compensation study.
  7. Continued to implement, improve and expand the District Safety Program in conjunction with the Human Resources Department, including continued use of professional risk management consulting services, continued review and assessment of safe work practices, training, and evaluation and implementation of replacement and additional safety equipment as needed or as identified.
  8. Provided development support services, including inspection activities and meter installations for various ongoing Capital (CIP) Projects.
  9. Replaced critical tank inlet and drain line isolation valves on Noble Tank, increased system redundancy and isolation capabilities. Said inlet and drain valves had reached the end of their service life and no longer functioned appropriately.

## **2023 OPERATIONS DEPARTMENT GOALS AND OBJECTIVES**

### ***Source of Supply***

1. Finalize design and construction documents for Water Storage Tank Recoating, Painting, and Rehabilitation at Cherry Tanks I & II, Vineland Tank I, and Lower Edgar Tank and complete coating,

- painting, and modifications to said facilities in 2023 and 2024.
2. Implement chlorination system retrofits at Well 29 and Well 25 for continued safe and uniform District chlorination equipment installations.
  3. Provide project support and construction phase activities for re-drilling two potable water wells (i.e. Wells 1A and 2A) to increase redundancy and provide additional pumping capacity to meet high system demands.
  4. Provide project support and coordination with the District's IT department to complete the Automatic Meter Reading/Advanced Metering Infrastructure AMR/AMI project, including installing collectors and repeaters at District-owned properties as necessary to meet the extended grant completion schedule.
  5. Provide all sampling and operational requirements necessary to meet all State and Federal drinking water standards and all regulatory water quality sampling requirements, including completion of UCMR 5 water constituent sampling activities.
  6. Provide storm event oversight and coordination for District response to potential mud and debris flow events to all storm events.
  7. Complete MDP Line 16 project to provide imported water and stormwater recharge. This includes management activities to maintain maximum imported water recharge, new stormwater collection, and recharge activities for MDP Line 16 tributary area; and management of Noble Creek Recharge Facility Phase 1 and 2 basins.
  8. Provide strategic production equipment operation to maximize Beaumont Basin water level management activities through pumping and recharge activities to minimize long-term recharge effects (e.g., local area mounding, etc.) necessary to ensure maximum sustained basin operation and recovery opportunities for ongoing District imported water activities.
  9. Provide coordination with the District's Engineering Department to confirm equipment operational parameters necessary to purchase spare equipment successfully (i.e., electric motor and pumping unit assembly for the Noble Booster and 4a Booster.
  10. Provide support and coordination with the District's IT Department to install a new digital radio repeater at a District-owned well site to ensure maximum redundancy of the District handheld radio communication system.
  11. Complete ordering and replacement of 2023 budgeted vehicles and equipment.
  12. Coordinate with the District's Engineering Department and Executive Management team to ensure District Chromium VI activities and responses are aligned with emerging jurisdictional requirements that may affect District operations, including ongoing monitoring of District System Chromium-VI system-wide. Continue to monitor, update, and prepare well and booster station maintenance program activities.
  13. Continue to upgrade water facility sites and continue migration to low water use and maintenance facilities. These include site upgrades at Well 25 when materials and equipment shortages provided

reasonable costs for proposed improvements.

14. Capture GPS coordinates on District's high-risk facilities.

### ***Transmission and Distribution***

1. Respond to all reported emergencies and make necessary repairs to assure continuity of service to District customers with a completion timing of 1 to 3 days, depending on the severity of the leak and utility location ticket time period requirements (Underground Service Alert, USA).
2. Respond to all damaged fire hydrant assemblies and make necessary repairs to assure continuity of service to District customers with a completion timing of 1 to 3 days depending on the severity of damage and utility location ticket time period requirements (Underground Service Alert, USA)
3. Support and inspection activities for replacing various District-owned water mains, including the "B" Line, 5th Street, and Michigan Avenue projects.
4. Coordinate and support District's IT department with the purchase and implementation of tablet devices to increase efficiency in system mapping, valve exercising, system flushing, and associated training activities.
5. Purchase and deploy a new leak locator to increase repair efficiency and minimize the cost of street repairs.
6. Replace Line Locator with a GPS-enabled system to improve accuracy in system mapping, response to Underground Service Alerts (USA), and efficiency.
7. Increase State Water Resources Control Board Operator Certification by 15%.
8. Continue to support completion of Automatic Meter Reading/Advanced Metering Infrastructure AMR/AMI meter replacement project in 2023, necessary to meet the revised grant completion deadline.
9. Increase valve maintenance activities by 15% and continue logging maintenance activities via a tablet-based maintenance program in conjunction with the District GIS system mapping platform.
10. Provide backhoe operator instruction opportunities for staff by installing a used section of the water main for excavation practice and trench shoring training in Edgar Canyon.
11. Locate all hard-to-find water meters with a GPS mapping system and GIS platform to ensure District locations of facilities are accurately located in GIS and recoverable in the field by District Staff over time.

### ***Recycled Water***

1. Continue to advance recycled water system implementation by executing 25% of the performance by January 2024.
2. Staff proposed a Cross Connection/Non-Potable Water Supervisor to oversee the backflow/cross-connection control program and to begin preparations for California State Division of Drinking water

- permitting and conversion to Recycled Water use.
3. Provide coordination and staff training to implement a new Backflow testing and maintenance tracking system.
  4. Instigate location mapping of the District's non-potable system using the District GPS to include mapping customer non-potable/potable water use areas and piping for use in Recycled Water permitting with a goal of mapping 30% of District Facilities in 2023 and customer use areas when accessible.
  5. Start non-potable water system implementation shutdown test, including non-potable water users, to validate to jurisdictional agencies the complete separation of the non-potable and potable water systems on both District and customer use properties.
  6. Commence recycled water system conversion as end-user properties are approved and included in the City of Beaumont's Recycled Water Use Permit.
  7. Provide support to the District's Engineering staff and the City of Beaumont with the design and construction of a non-potable water booster station that will allow the District to implement receipt and pressurization of recycled water from the City of Beaumont's Wastewater Treatment Plant and deliver said water to the District's non-potable 2800 Reservoir.

#### ***Maintenance and General Plant***

1. Continue ongoing rehabilitation and reconstruction activities for existing facilities to promote higher maintenance activities as well as revise facilities landscaping to improve facility aesthetics and drought tolerance, thereby enabling a better public image including:
  - a. Install automatic outdoor solar-powered lighting at all District Canyon well facilities.
  - b. Replace existing Wells 12 and 13 wood roofs with a new metal roof structure to replace roofing systems at the end of their service life while increasing facilities' fire protection.
  - c. Complete proposed landscaping improvements at Well 25.
  - d. Paint motors and pumping units in the City of Beaumont and Cherry Valley (non-canyon) well facilities.
  - e. Replace end-of-service life well and booster station facilities within the City of Beaumont, Cherry Valley, and Edgar Canyon (50% completion target for 2023).
  - f. Improve electrical systems at District facilities by replacing Well building manual light switches with automatic motion-activated light switches for increased employee safety and energy efficiency.
  - g. Continue to implement LED lighting system conversion of existing fluorescent light bulb fixtures at 560 Magnolia, minimize ongoing fluorescent lighting fixture loss of service, and increase District's overall energy efficiency improvement activities.
2. Continue ongoing replacement and upgrade of District signage, including well site identification, facility addresses, No Trespassing, No Hunting, National Fire Protection Association (NFPA)

placards, Universal Waste, and related regulatory required signage.

3. Respond to all facility maintenance tickets and provide necessary repairs and improvements to ensure a safe work environment for District staff and the public.
4. Coordinate with the District's IT Department to implement a facility inspection system that will increase efficiency in documenting the condition of facilities and provide a platform for tracking and reporting maintenance activities.
5. Provide support to Operations by participating in the on-call rotation and responding to after-hours emergency repair activities.

DRAFT



## SOURCE OF SUPPLY

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 Budget Part-Time Positions
Cross Connection/Non-Potable Water Supervisor <sup>(1)</sup>	1	0	1	0
Water Production Supervisor	1	0	1	0
Water Production Operator II	3	0	3	0
Water Production Operator I	1	0	1	0
<b>Total Positions</b>	<b>6</b>	<b>0</b>	<b>6</b>	<b>0</b>

*(1) Was listed in 2022 Budget as Recycled Water Supervisor but reclassified for 2023*

### Division Description

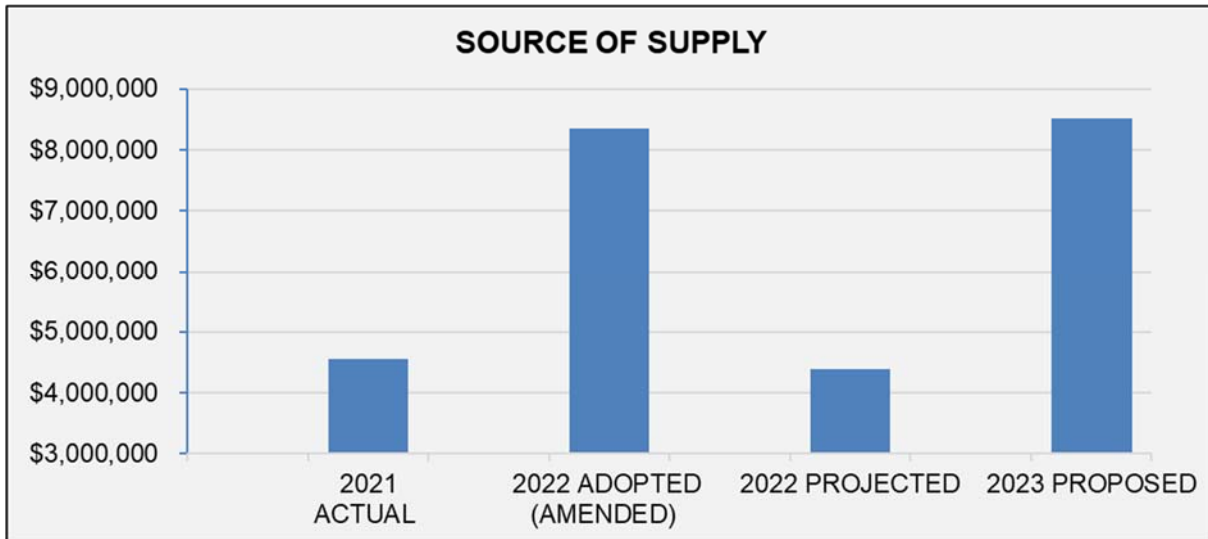
Source of Supply represents the division responsible for expenses related to the operation and maintenance of wells, booster stations, storage facilities and State Water Project supplies. It oversees supervisory control and data acquisition (SCADA), water quality functions, and the construction, installation,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



*Division Budget*

Source of supply expenses for 2023 is proposed as \$8,511,500, a 1.8% increase above the 2022 budgeted expenses. The increase includes the expected State Project Water purchases of 11,000 AF.

Source of Supply		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted- Amended)</i>
01-40-410-500105	Labor	\$ 243,027	\$ 451,000	\$ 274,600	\$ 509,000	\$ 58,000
01-40-410-500109	FSLA Overtime	-	-	-	500	500
01-40-410-500110	Overtime	5,280	17,000	6,300	14,500	(2,500)
01-40-410-500111	Double Time	2,555	3,000	200	3,500	500
01-40-410-500113	Standby/On-Call	9,450	13,000	10,500	15,000	2,000
01-40-410-500114	Incentive Pay	-	-	-	7,500	7,500
01-40-410-500115	Social Security	18,130	34,000	20,600	38,500	4,500
01-40-410-500120	Medicare	4,240	8,000	4,800	9,500	1,500
01-40-410-500125	Health Insurance	94,528	151,000	102,700	138,500	(12,500)
01-40-410-500140	Life Insurance	411	2,000	500	1,000	(1,000)
01-40-410-500143	EAP Program	74	1,000	100	500	(500)
01-40-410-500145	Workers' Compensation	7,721	19,000	9,100	21,500	2,500
01-40-410-500150	Unemployment Insurance	10,065	26,000	500	31,500	5,500
01-40-410-500155	Retirement/CalPERS	69,331	105,000	79,700	113,500	8,500
01-40-410-500165	Uniforms & Employee Benefits	1,160	4,000	1,500	5,000	1,000
01-40-410-500175	Training/Education/Mtgs/Travel	3,110	6,000	2,800	6,000	-
01-40-410-500180	Accrued Sick Leave Expense	11,635	21,000	15,800	24,500	3,500
01-40-410-500185	Accrued Vacation Leave Expense	16,927	31,000	17,500	37,500	6,500
01-40-410-500187	Accrual Leave Payments	2,208	11,000	2,200	16,500	5,500
01-40-410-500195	CIP Related Labor	-	(20,000)	-	(20,000)	-
01-40-410-500501	State Project Water Purchases	1,163,484	4,349,000	649,200	4,389,000	40,000
01-40-410-500511	Ground Water Purchases	-	-	-	-	-
01-40-410-501101	Electricity - Wells	2,470,785	2,502,000	2,665,600	2,550,000	48,000
01-40-410-501201	Gas - Wells	180	1,000	200	1,000	-
01-40-410-510011	Treatment & Chemicals	156,709	150,000	137,400	160,000	10,000
01-40-410-510021	Lab Testing	57,083	90,000	94,200	100,000	10,000
01-40-410-510031	Small Tools, Parts & Maintenance	7,707	8,000	4,800	6,000	(2,000)
01-40-410-520021	Maintenance & Repair-Telemetry Equipment	-	5,000	1,900	5,000	-
01-40-410-520061	Maintenance & Repair-Pumping Equipment	59,115	272,900	144,400	180,000	(92,900)
01-40-410-530001	Minor Capital Acquisitions	-	-	-	-	-
01-40-410-540084	Regulations Mandates & Tariffs	140,860	97,000	133,100	145,000	48,000
01-40-410-550066	Subscriptions	-	3,000	1,100	1,500	(1,500)
		<u>\$ 4,555,775</u>	<u>\$ 8,360,900</u>	<u>\$ 4,381,300</u>	<u>\$ 8,511,500</u>	<u>\$ 150,600</u>



## TRANSMISSION AND DISTRIBUTION

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 Budget Part-Time Positions
Director of Operations	1	0	1	0
Water Utility Superintendent	1	0	1	0
Water Utility Supervisor	1	0	1	0
Senior Water Utility Worker	3 <sup>(1)</sup>	0	3 <sup>(4)</sup>	0
Water Utility Worker II	2 <sup>(1)</sup>	0	2 <sup>(4)</sup>	0
Water Utility Worker I	5 <sup>(1)</sup>	4 <sup>(2)</sup>	5 <sup>(4)</sup>	8 <sup>(5)</sup>
Water Utility Worker I (AMR)	0	2 <sup>(3)</sup>	0	2 <sup>(6)</sup>
<b>Total Positions</b>	<b>13</b>	<b>6</b>	<b>13</b>	<b>10</b>

- (1) Employee counted in the designated department only; the total budget splits expenses for other divisions worked (Transmission and Distribution, Inspections, Customer Service and Meter Reading, and Maintenance and General Plant) .
- (2) Included 4 part-time Water Utility Worker I positions for seasonal projects for a maximum of 959 hours each.
- (3) Included 2 temporary employees to implement the AMR/AMI program for a maximum of 1,040 hours each.
- (4) Employee counted in the designated department only; the total budget splits expenses for other divisions worked (Transmission and Distribution, Inspections, Customer Service and Meter Reading, and Maintenance and General Plant) .
- (5) Includes 8 part-time Water Utility Worker I positions for seasonal projects for a maximum of 959 hours each
- (6) Includes 2 temporary employees to implement the AMR/AMI program for a maximum of 2,000 hours each.

### Division Description

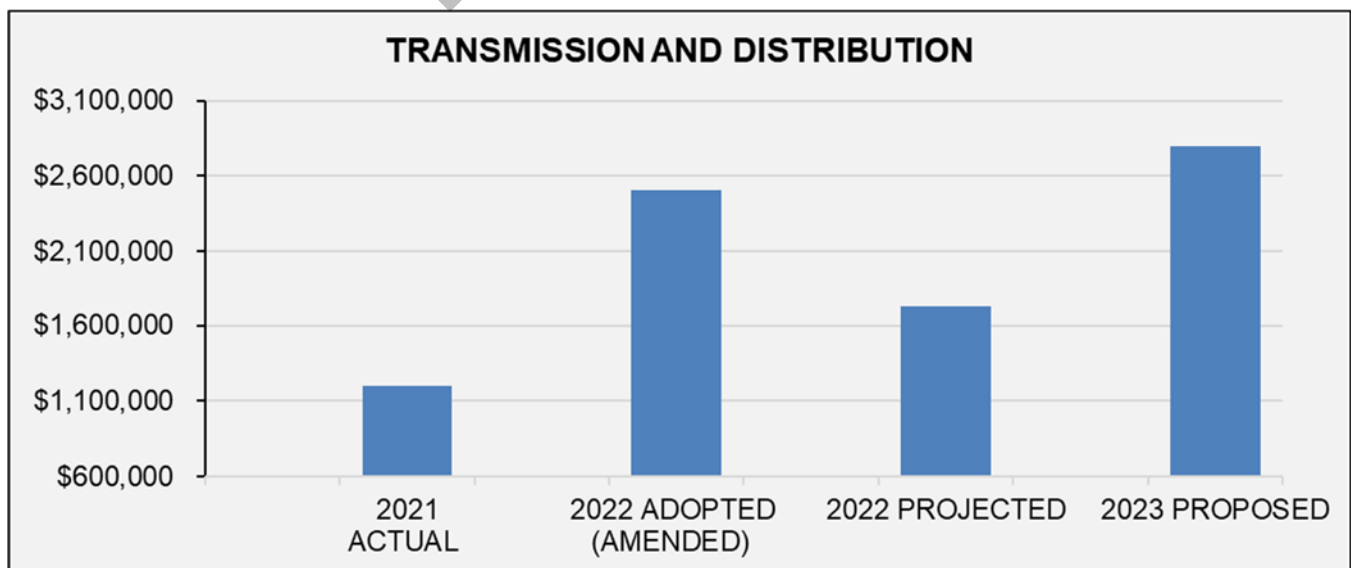
This division includes the maintenance of the distribution system, service connections, meters, tanks, and pressure regulating stations that deliver water throughout the District. This division also includes expenses associated with new service requests, fire hydrants, and fire services, and the construction,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



## Division Budget

Proposed expenses for 2023 are \$2,798,500, a 11.7% increase above the 2022 budgeted transmission and distribution expenses. The expected increase is due to the additional temporary staffing for peak leak season, maintenance flushing, and vegetation and weed control, along with increases expected related to general, pipeline and hydrant, and meter maintenance and services.

Transmission and Distribution		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted- Amended)</i>
01-40-440-500105	Labor	\$ 568,101	\$ 1,061,000	\$ 798,900	\$ 1,250,000	\$ 189,000
01-40-440-500109	FSLA Overtime	-	-	-	2,000	2,000
01-40-440-500110	Overtime	49,070	74,000	56,000	63,500	(10,500)
01-40-440-500111	Double Time	25,469	36,000	36,400	34,500	(1,500)
01-40-440-500113	Standby/On-Call	16,200	28,000	19,300	19,500	(8,500)
01-40-440-500114	Incentive Pay	-	-	-	16,000	16,000
01-40-440-500115	Social Security	45,497	85,000	61,900	98,000	13,000
01-40-440-500120	Medicare	10,998	20,000	14,500	23,000	3,000
01-40-440-500125	Health Insurance	173,056	351,000	220,200	346,000	(5,000)
01-40-440-500140	Life Insurance	921	4,000	1,300	2,500	(1,500)
01-40-440-500143	EAP Program	217	2,000	300	1,000	(1,000)
01-40-440-500145	Workers' Compensation	13,825	36,000	19,700	42,500	6,500
01-40-440-500155	Retirement/CalPERS	141,992	224,000	174,100	237,500	13,500
01-40-440-500165	Uniforms & Employee Benefits	6,381	14,000	8,200	16,000	2,000
01-40-440-500175	Training/Education/Mtgs/Travel	459	5,000	2,000	5,000	-
01-40-440-500177	General Safety Supplies	3,511	11,000	12,800	11,000	-
01-40-440-500180	Accrued Sick Leave Expense	27,607	54,000	31,700	58,500	4,500
01-40-440-500185	Accrued Vacation Leave Expense	39,548	64,000	32,300	76,000	12,000
01-40-440-500187	Accrual Leave Payments	23,593	63,000	27,200	71,000	8,000
01-40-440-500190	Temporary Labor	-	131,000	-	31,000	(100,000)
01-40-440-500195	CIP Related Labor	(126,472)	(111,000)	-	(40,000)	71,000
01-40-440-510031	Small Tools, Parts & Maintenance	9,039	14,000	13,400	29,000	15,000
01-40-440-520071	Maintenance and Repair- Pipeline & Hydrants	51,220	73,000	56,000	107,000	34,000
01-40-440-520081	Maintenance and Repair- Hydraulic Valves	5,587	25,000	15,200	25,000	-
01-40-440-540001	Backflow Maintenance	3,100	5,000	1,600	5,000	-
01-40-440-530001	Minor Capital Acquisitions	-	-	-	35,000	35,000
01-40-440-540024	Inventory Adjustments	8,186	38,500	16,500	47,000	8,500
01-40-440-540036	Line Locates	2,913	4,000	3,000	4,000	-
01-40-440-540042	Meters Maintenance & Services	99,509	101,000	83,100	125,000	24,000
01-40-440-540078	Reservoirs Maintenance	-	87,500	21,600	52,000	(35,500)
01-40-440-550051	Advertising/Legal Notices	2,036	5,000	2,900	5,000	-
		\$ 1,201,563	\$ 2,505,000	\$ 1,730,100	\$ 2,798,500	\$ 293,500





## INSPECTIONS

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 Budget Part-Time Positions
Senior Water Utility Worker	0 <sup>(1)</sup>	0	0 <sup>(1)</sup>	0
Water Utility Worker II	0 <sup>(1)</sup>	0	0 <sup>(1)</sup>	0
Water Utility Worker I	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 a portion of full-time position expenses from Transmission and Distribution employees who perform duties within this division</i>				

### Division Description

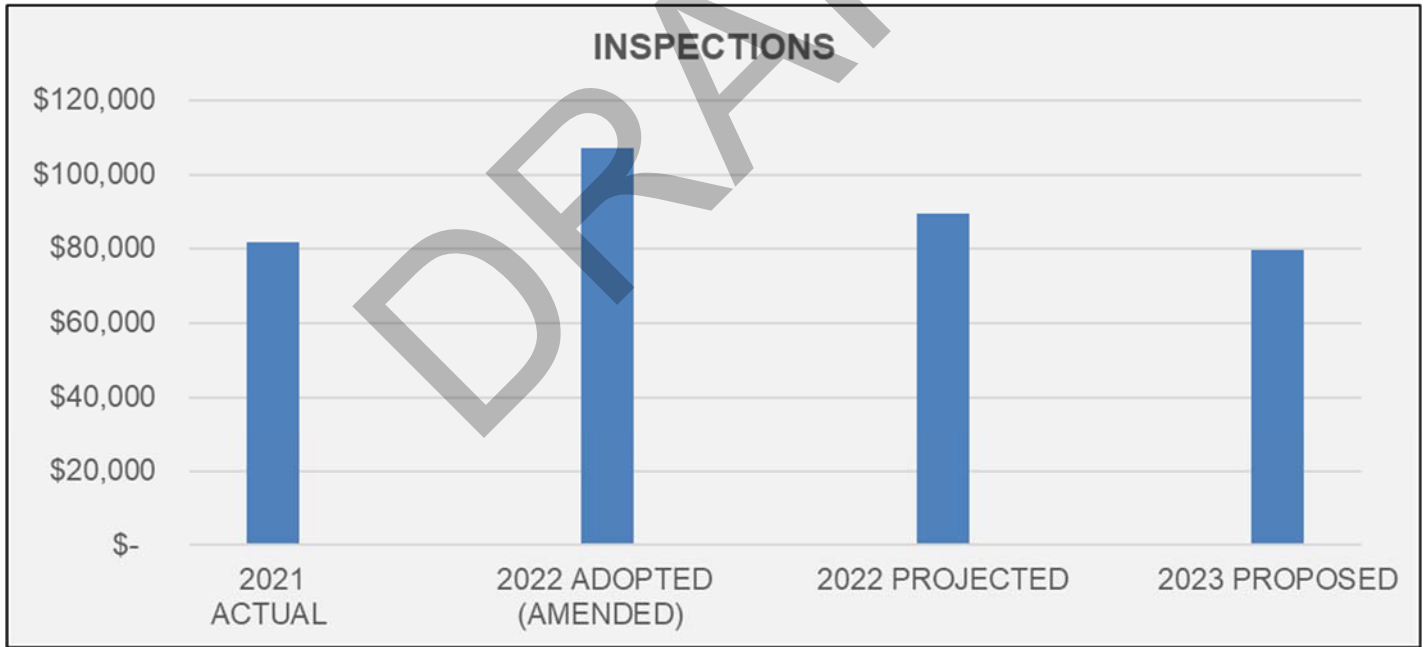
This division includes the labor expenses of inspecting developer-constructed additions to the distribution system, such as service connections, meters, tanks, and pressure regulating stations that deliver water throughout the District. These expenses are typically recovered through inspection fees and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



*Division Budget*

Proposed expenses for 2023 are \$79,500, a 25.7% decrease below 2022 budgeted inspection expenses.

Inspections		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE <i>(Proposed less Adopted- Amended)</i>
01-40-450-500105	Labor	\$ 39,964	\$ 54,000	\$ 42,800	\$ 38,000	\$ (16,000)
01-40-450-500110	Overtime	12,800	20,000	14,800	5,500	(14,500)
01-40-450-500111	Double Time	-	2,000	300	2,500	500
01-40-450-500113	Standby/On-Call	-	-	-	3,000	3,000
01-40-450-500115	Social Security	3,282	3,000	3,600	3,000	-
01-40-450-500120	Medicare	768	1,000	800	1,000	-
01-40-450-500125	Health Insurance	14,148	13,000	14,800	13,000	-
01-40-450-500140	Life Insurance	58	1,000	100	500	(500)
01-40-450-500143	EAP Program	13	1,000	-	500	(500)
01-40-450-500145	Workers' Compensation	1,258	2,000	1,500	2,000	-
01-40-450-500155	Retirement/CalPERS	9,440	10,000	10,800	10,500	500
01-40-450-530001	Minor Capital Acquisitions	-	-	-	-	-
		<u>\$ 81,731</u>	<u>\$ 107,000</u>	<u>\$ 89,500</u>	<u>\$ 79,500</u>	<u>\$ (27,500)</u>



## CUSTOMER SERVICE AND METER READING

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 Budget Part-Time Positions
Senior Water Utility Worker	1	0	1	0
Water Utility Worker 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 readings and field-related customer service activities for approximately 20,691 accounts.

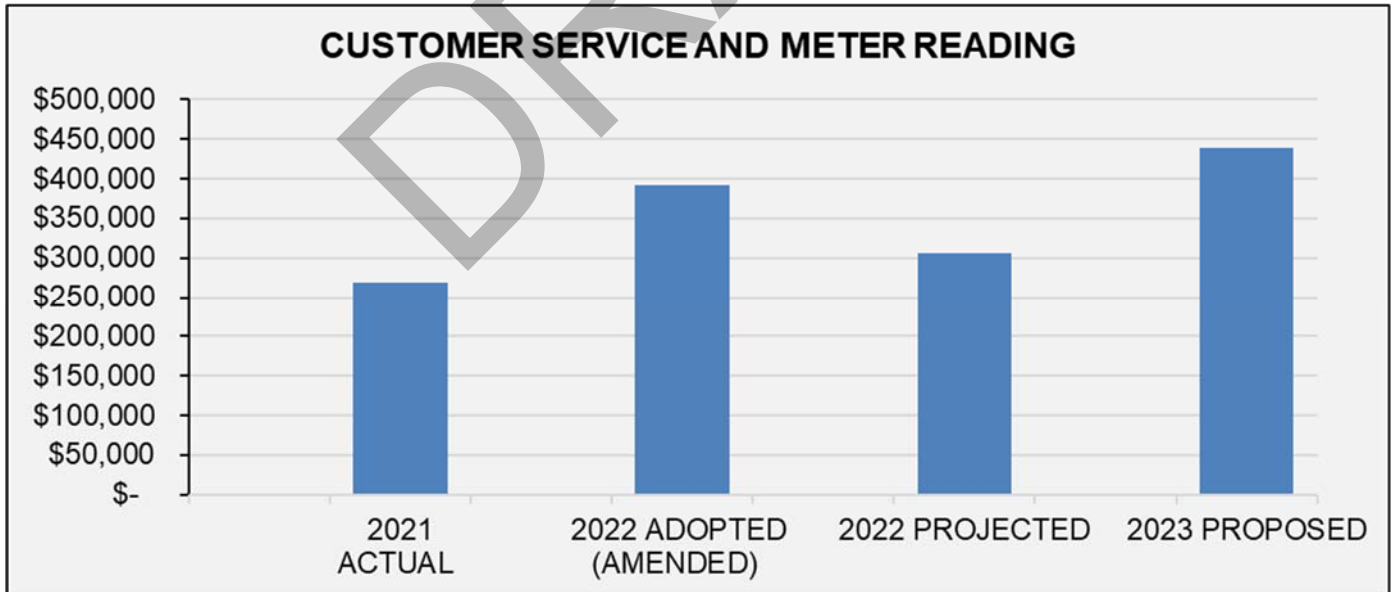




*Division Budget*

Proposed expenses for 2023 are \$438,500, a 11.9% increase above the 2022 budgeted customer service and meter reading expenses. The increase is due primarily to the personnel rate changes for this division.

<b>Customer Service and Meter Reading</b>		<b>2021 ACTUAL</b>	<b>2022 ADOPTED (AMENDED)</b>	<b>2022 PROJECTED</b>	<b>2023 PROPOSED</b>	<b>CHANGE (Proposed less Adopted- Amended)</b>
01-40-460-500105	Labor	\$ 152,376	\$ 197,000	\$ 175,600	\$ 220,000	\$ 23,000
01-40-460-500109	FSLA Overtime	-	-	-	500	500
01-40-460-500110	Overtime	5,778	16,000	3,200	20,500	4,500
01-40-460-500111	Double Time	1,778	4,000	1,500	5,000	1,000
01-40-460-500113	Standby/On-Call	-	5,000	-	4,000	(1,000)
01-40-460-500114	Incentive Pay	-	-	-	4,000	4,000
01-40-460-500115	Social Security	11,775	16,000	12,800	18,500	2,500
01-40-460-500120	Medicare	2,754	4,000	3,000	4,500	500
01-40-460-500125	Health Insurance	62,639	76,000	66,000	75,500	(500)
01-40-460-500140	Life Insurance	231	1,000	300	500	(500)
01-40-460-500143	EAP Program	53	1,000	100	500	(500)
01-40-460-500145	Workers' Compensation	5,000	8,000	5,600	9,500	1,500
01-40-460-500155	Retirement/CalPERS	46,859	55,000	51,900	68,000	13,000
01-40-460-500165	Uniforms & Employee Benefits	857	3,000	1,300	3,000	-
01-40-460-500175	Training/Education/Mtgs/Travel	345	1,000	100	1,000	-
01-40-460-500180	Accrued Sick Leave Expense	11,970	9,000	9,500	10,500	1,500
01-40-460-500185	Accrued Vacation Leave Expense	13,810	16,000	15,000	20,000	4,000
01-40-460-500187	Accrual Leave Payments	1,127	11,000	1,100	14,000	3,000
01-40-460-500195	CIP Related Labor	(49,349)	(31,000)	(41,000)	(41,000)	(10,000)
01-40-460-530001	Minor Capital Acquisitions	-	-	-	-	-
		<b>\$ 268,003</b>	<b>\$ 392,000</b>	<b>\$ 306,000</b>	<b>\$ 438,500</b>	<b>\$ 46,500</b>



## MAINTENANCE AND GENERAL PLANT

Position Title	2022 Budget Full-Time Positions	2022 Budget Part-Time Positions	2023 Budget Full-Time Positions	2023 Budget Part-Time Positions
Maintenance Technician	1	0	1	0
<b>Total Positions</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>
(1)				

### *Division Description*

This category includes utilities, auto/equipment fuel, maintenance, and repairs for all residences and offices. It also consists of all maintenance-related labor in the canyon areas, recharge basin system, the Noble Creek Recharge facility, and the District main office.

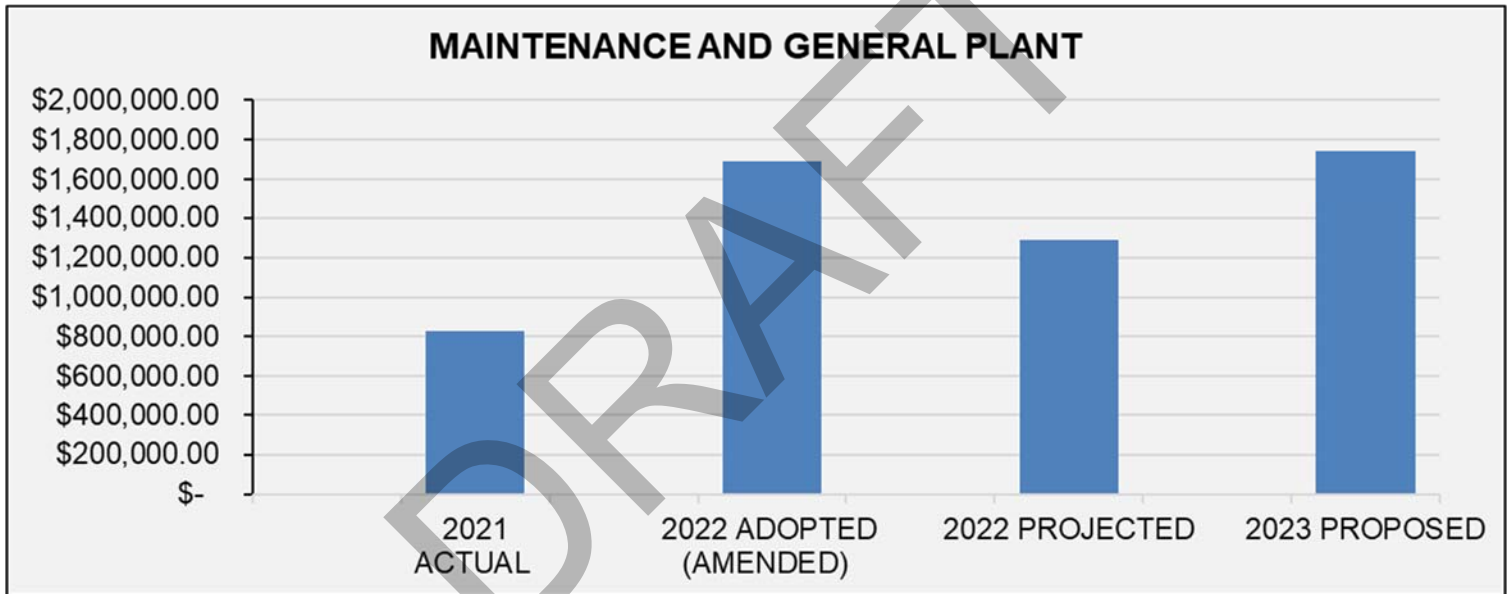


## Division Budget

Proposed expenses for 2023 are \$1,743,700, a 2.9% increase above the 2022 amended budgeted maintenance and general plant expenses, which include District Maintenance Repair and Paving.

Maintenance and General Plant		2021 ACTUAL	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE (Proposed less Adopted- Amended)
01-40-470-500105	Labor	\$ 11,258	\$ 90,000	\$ 49,100	\$ 109,500	\$ 19,500
01-40-470-500109	FSLA Overtime	-	-	-	500	500
01-40-470-500110	Overtime	-	4,000	500	6,500	2,500
01-40-470-500111	Double Time	-	2,000	200	2,000	-
01-40-470-500113	Standby/On-Call	-	-	-	3,000	3,000
01-40-470-500114	Incentive Pay	-	-	-	1,500	1,500
01-40-470-500115	Social Security	699	7,000	3,200	8,000	1,000
01-40-470-500120	Medicare	163	2,000	700	2,000	-
01-40-470-500125	Health Insurance	2,246	38,000	18,800	38,000	-
01-40-470-500140	Life Insurance	5	1,000	100	500	(500)
01-40-470-500143	EAP Program	4	1,000	-	500	(500)
01-40-470-500145	Workers' Compensation	298	4,000	1,500	5,000	1,000
01-40-470-500155	Retirement/CalPERS	2,864	16,000	5,500	15,500	(500)
01-40-470-500165	Uniforms & Employee Benefits	-	1,000	800	1,000	-
01-40-470-500175	Training/Education/Mtgs/Travel	-	2,000	200	2,000	-
01-40-470-500180	Accrued Sick Leave Expenses	-	3,000	1,500	3,500	500
01-40-470-500185	Accrued Vacation Expenses	-	3,000	700	4,000	1,000
01-40-470-500187	Accrual Leave Payments	-	-	-	500	500
01-40-470-501111	Electricity - 560 Magnolia Ave	24,567	37,000	32,500	37,000	-
01-40-470-501121	Electricity - 12303 Oak Glen Rd	4,230	5,000	4,200	5,000	-
01-40-470-501131	Electricity - 13695 Oak Glen Rd	2,208	3,000	2,700	3,000	-
01-40-470-501141	Electricity - 13697 Oak Glen Rd	2,648	3,000	2,800	3,000	-
01-40-470-501151	Electricity - 9781 Avenida Miravilla	2,143	2,000	2,900	2,000	-
01-40-470-501161	Electricity - 815 E. 12th St	7,225	13,000	9,800	13,000	-
01-40-470-501171	Electricity - 851 E. 6th St	2,628	5,000	2,700	5,000	-
01-40-470-501321	Propane - 12303 Oak Glen Rd	-	1,000	-	1,000	-
01-40-470-501331	Propane - 13695 Oak Glen Rd	1,469	3,000	900	3,000	-
01-40-470-501341	Propane - 13697 Oak Glen Rd	2,248	3,000	2,400	3,000	-
01-40-470-501351	Propane-9781 Avenida Miravilla	1,555	2,000	1,200	2,000	-
01-40-470-501411	Sanitation - 560 Magnolia Ave	4,069	4,000	3,700	5,000	1,000
01-40-470-501461	Sanitation - 815 E. 12th St	5,390	6,000	5,900	7,000	1,000
01-40-470-501471	Sanitation - 11083 Cherry Ave	3,393	4,000	3,500	4,000	-
01-40-470-501600	Property Maintenance & Repairs	-	-	-	-	-
01-40-470-501611	Maintenance & Repair- 560 Magnolia Ave	23,939	27,775	26,600	40,000	12,225
01-40-470-501621	Maintenance & Repair- 12303 Oak Glen Rd	1,487	12,000	30,300	8,000	(4,000)
01-40-470-501631	Maintenance & Repair- 13695 Oak Glen Rd	156	12,000	30,100	6,000	(6,000)
01-40-470-501641	Maintenance & Repair- 13697 Oak Glen Rd	805	9,000	7,600	10,000	1,000
01-40-470-501651	Maintenance & Repair- 9781 Avenida Miravilla	53	9,000	1,000	6,000	(3,000)
01-40-470-501661	Maintenance & Repair- 815 E. 12th St	6,740	14,000	8,300	32,000	18,000
01-40-470-501671	Maintenance & Repair- 851 E. 6th St	3,682	3,000	4,300	3,200	200
01-40-470-501691	Maintenance & Repair- Buildings (General)	17,927	60,000	27,300	60,000	-
01-40-470-510001	Auto/Fuel	89,212	120,000	125,800	150,000	30,000
01-40-470-510002	CIP Related Fuel	-	-	-	(10,000)	(10,000)
01-40-470-520011	Maintenance & Repair-Safety Equipment	9,332	18,000	7,800	18,000	-
01-40-470-520031	Maintenance & Repair-General Equipment	39,398	50,000	18,600	75,000	25,000
01-40-470-520041	Maintenance & Repair-Fleet	73,463	126,000	85,900	90,000	(36,000)
01-40-470-520051	Maintenance & Repair-Paving	210,400	83,000	57,300	83,000	-
01-40-470-520053	Maintenance & Repair-Paving (City of Beaumont)	-	379,000	330,900	500,000	121,000
01-40-470-530001	Minor Capital Acquisitions	-	-	-	-	-
01-40-470-540030	Landscape Maintenance	64,307	82,000	68,100	82,000	-
01-40-470-540052	Encroachment Permits	336	36,000	41,200	40,000	4,000

<i>Maintenance and General Plant (continued)</i>		<b>2021 ACTUAL</b>	<b>2022 ADOPTED (AMENDED)</b>	<b>2022 PROJECTED</b>	<b>2023 PROPOSED</b>	<b>CHANGE (Proposed less Adopted- Amended)</b>
01-40-470-540072	Recharge Facility, Canyon & Pond Maintenance	41,679	200,000	31,200	150,000	(50,000)
01-50-510-500112	Stipend-Association Mtg Attend	-	-	900	1,000	1,000
01-50-510-502001	Rents/Leases	25,350	27,000	26,300	27,000	-
01-50-510-510031	Small Tools, Parts & Maintenance	543	1,000	1,000	1,000	-
01-50-510-540066	Property Damage & Theft	10,542	13,000	5,500	27,000	14,000
01-50-510-550040	General Supplies	8,494	17,000	11,100	17,000	-
01-50-510-550060	Public Education/Community Outreach	96,742	100,000	147,500	15,000	(85,000)
01-50-510-550072	Miscellaneous Operating Expenses	72	15,000	13,800	1,000	(14,000)
01-50-510-550074	Disaster Preparedness Ongoing Expenses	20,000	15,000	19,600	15,000	-
		<b>\$ 825,968</b>	<b>\$ 1,693,775</b>	<b>\$ 1,286,000</b>	<b>\$ 1,743,700</b>	<b>\$ 49,925</b>





## Budget Detail



**Revenues: Budget Detail from 2021 Adopted to 2023 Proposed**

	2021 ADOPTED	2021 ACTUAL	2022 ADOPTED	2022 ADDITIONS	2022 DELETIONS	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE (Proposed less Adopted- Amended)
<b>OPERATING REVENUE</b>									
<b>Water Sales</b>									
01-50-510-410100	\$ 5,626,822	\$ 5,699,800	\$ 6,367,000	\$ -	\$ -	\$ 6,367,000	\$ 6,060,900	\$ 6,510,500	\$ 143,500
01-50-510-410111	-	-	-	-	-	-	-	-	-
01-50-510-410151	22,316	21,500	29,000	-	-	29,000	18,400	20,000	(9,000)
01-50-510-410171	101,314	173,500	203,000	-	-	203,000	186,700	201,000	(2,000)
01-50-510-411301	3,661,781	4,295,900	4,243,000	-	-	4,243,000	4,679,700	4,958,500	715,500
	\$ 9,412,233	\$ 10,190,700	\$ 10,842,000	\$ -	\$ -	\$ 10,842,000	\$ 10,945,700	\$ 11,690,000	\$ 848,000
<b>Development and Installation Charges</b>									
01-50-510-413021	\$ 300,000	\$ 509,800	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ 782,500	\$ 300,000	\$ -
01-50-510-419011	60,000	239,300	226,000	-	-	226,000	238,200	226,000	-
01-50-510-419012	300,000	117,000	308,000	-	-	308,000	14,000	308,000	-
	\$ 660,000	\$ 866,100	\$ 834,000	\$ -	\$ -	\$ 834,000	\$ 1,034,700	\$ 834,000	\$ -
<b>Water Importation Surcharge</b>									
01-50-510-415001	\$ 3,870,300	\$ 3,956,200	\$ 4,349,000	\$ -	\$ -	\$ 4,349,000	\$ 4,072,200	\$ 4,072,500	\$ (276,500)
	\$ 1,816,800	\$ 1,872,400	\$ 2,467,000	\$ -	\$ -	\$ 2,467,000	\$ 2,227,100	\$ 2,227,500	\$ (239,500)
<b>Other Charges for Service</b>									
01-50-510-413001	\$ 45,000	\$ 48,700	\$ 51,000	\$ -	\$ -	\$ 51,000	\$ 51,000	\$ 64,000	\$ 13,000
01-50-510-417001	100,000	62,000	61,000	-	-	61,000	48,700	49,000	(12,000)
01-50-510-417011	50,000	18,800	14,000	-	-	14,000	20,900	63,000	49,000
01-50-510-417021	10,000	1,200	10,000	-	-	10,000	49,100	50,000	40,000
01-50-510-417031	2,000	300	2,000	-	-	2,000	4,200	8,000	6,000
01-50-510-417041	9,600	10,800	11,000	-	-	11,000	11,400	23,000	12,000
01-50-510-417051	4,000	2,900	3,000	-	-	3,000	4,400	5,000	2,000
01-50-510-417061	22,000	26,100	22,000	-	-	22,000	38,300	22,000	-
01-50-510-417071	600	600	1,000	-	-	1,000	900	4,000	3,000
01-50-510-417081	90	-	-	-	-	-	-	-	-
01-50-510-417091	78,000	52,500	51,000	-	-	51,000	62,100	93,000	42,000
01-50-510-419001	-	28,900	-	-	-	-	-	-	-
01-50-510-419021	-	-	-	-	-	-	-	-	-
01-50-510-419031	7,500	10,100	8,000	-	-	8,000	208,500	85,000	77,000
01-50-510-419041	-	-	-	-	-	-	-	-	-
01-50-510-419061	500	66,100	1,000	-	-	1,000	62,800	1,000	-
	\$ 329,290	\$ 329,000	\$ 235,000	\$ -	\$ -	\$ 235,000	\$ 562,300	\$ 467,000	\$ 232,000
	\$ 16,088,623	\$ 17,214,400	\$ 18,727,000	\$ -	\$ -	\$ 18,727,000	\$ 18,842,000	\$ 19,291,000	\$ 564,000
<b>NON-OPERATING REVENUE</b>									
<b>Property Maintenance Fees</b>									
01-50-510-471001	\$ 2,400	\$ 2,400	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ 9,400	\$ 10,000	\$ 1,000
01-50-510-471011	2,400	2,400	7,000	-	-	7,000	6,000	7,000	1,000
01-50-510-471021	2,400	2,400	5,000	-	-	5,000	6,700	8,000	1,000
01-50-510-471031	2,400	2,400	-	-	-	-	5,500	6,000	1,000

**Revenues: Budget Detail from 2021 Adopted to 2023 Proposed**

	2021		2022		2022		2022		2022		2023		CHANGE (Proposed less Adopted- Amended)
	ADOPTED	ACTUAL	ADOPTED	ADDITIONS	DELETIONS	ADOPTED (AMENDED)	PROJECTED	PROPOSED	2023	PROPOSED	2023	PROPOSED	
<b>Property Maintenance Fees (continued)</b>													
01-50-510-471101 Utilities - 12303 Oak Glen Rd	\$ 4,118	\$ 4,200	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 4,200	\$ 5,000	\$ 4,200	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
01-50-510-471111 Utilities - 13695 Oak Glen Rd	4,000	3,700	4,000	-	-	4,000	4,200	4,000	4,200	5,000	5,000	5,000	1,000
01-50-510-471121 Utilities - 13697 Oak Glen Rd	5,000	4,900	6,000	-	-	6,000	4,600	6,000	4,600	5,000	5,000	5,000	(1,000)
01-50-510-471131 Utilities - 9781 Avenida Miravilla	3,600	3,700	4,000	-	-	4,000	3,300	4,000	3,300	4,000	4,000	4,000	-
	<b>\$ 26,318</b>	<b>\$ 26,100</b>	<b>\$ 46,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46,000</b>	<b>\$ 43,900</b>	<b>\$ 46,000</b>	<b>\$ 43,900</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 4,000</b>
<b>Facilities Charges</b>													
01-50-510-481001 Capacity Charges-Wells	\$ 1,496,528	\$ 1,638,100	\$ 1,210,000	\$ -	\$ -	\$ 1,210,000	\$ 1,887,400	\$ 1,210,000	\$ 1,887,400	\$ 279,000	\$ 279,000	\$ 279,000	\$ (931,000)
01-50-510-481006 Capacity Charges-Water Rights (SWP)	383,425	2,497,900	766,000	-	-	766,000	2,866,400	766,000	2,866,400	177,000	177,000	177,000	(589,000)
01-50-510-481012 Capacity Charges-Water Treatment Plant	711,933	779,300	576,000	-	-	576,000	897,900	576,000	897,900	133,000	133,000	133,000	(443,000)
01-50-510-481018 Capacity Charges-Local Water Resources	151,805	989,000	304,000	-	-	304,000	1,134,900	304,000	1,134,900	70,000	70,000	70,000	(234,000)
01-50-510-481024 Capacity Charges-Recycled Water Facilities	1,083,746	1,192,800	877,000	-	-	877,000	877,000	877,000	877,000	202,000	202,000	202,000	(675,000)
01-50-510-481030 Capacity Charges-Transmission (16")	1,212,064	1,326,700	980,000	-	-	980,000	1,528,700	980,000	1,528,700	226,000	226,000	226,000	(754,000)
01-50-510-481036 Capacity Charges-Storage	1,552,184	1,699,000	1,255,000	-	-	1,255,000	1,957,600	1,255,000	1,957,600	289,000	289,000	289,000	(966,000)
01-50-510-481042 Capacity Charges-Booster	107,447	117,600	87,000	-	-	87,000	135,500	87,000	135,500	20,000	20,000	20,000	(67,000)
01-50-510-481048 Capacity Charges-Pressure Reducing Stations	54,883	60,100	45,000	-	-	45,000	69,200	45,000	69,200	11,000	11,000	11,000	(34,000)
01-50-510-481054 Capacity Charges-Miscellaneous Projects	47,926	52,500	39,000	-	-	39,000	60,400	39,000	60,400	9,000	9,000	9,000	(30,000)
01-50-510-481060 Capacity Charges-Financing Costs	235,765	258,300	191,000	-	-	191,000	298,800	191,000	298,800	44,000	44,000	44,000	(147,000)
01-50-510-485001 Front Footage Fees	23,370	40,400	24,000	-	-	24,000	45,200	24,000	45,200	24,000	24,000	24,000	-
01-50-510-419043 Fixed Asset Inv (Treated as contributed capital)	-	324,700	-	-	-	-	-	-	-	-	-	-	-
	<b>\$ 7,061,076</b>	<b>\$ 10,976,400</b>	<b>\$ 6,354,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,354,000</b>	<b>\$ 12,296,800</b>	<b>\$ 6,354,000</b>	<b>\$ 12,296,800</b>	<b>\$ 1,484,000</b>	<b>\$ 1,484,000</b>	<b>\$ 1,484,000</b>	<b>\$ (4,870,000)</b>
<b>Interest Earned</b>													
01-50-510-490001 Interest Income - Bonita Vista	\$ 1,600	\$ 800	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ 400	\$ 1,000	\$ 400	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
01-50-510-490011 Interest Income - Fairway Canyon	46,829	40,800	281,000	-	-	281,000	276,000	281,000	276,000	252,000	252,000	252,000	(29,000)
01-50-510-490021 Interest Income - General	600,000	176,600	126,000	-	-	126,000	307,900	126,000	307,900	231,000	231,000	231,000	105,000
	<b>\$ 648,429</b>	<b>\$ 218,200</b>	<b>\$ 408,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 408,000</b>	<b>\$ 584,300</b>	<b>\$ 408,000</b>	<b>\$ 584,300</b>	<b>\$ 484,000</b>	<b>\$ 484,000</b>	<b>\$ 484,000</b>	<b>\$ 76,000</b>
<b>Grant Revenue</b>													
01-50-510-419051 Grant Revenue	\$ 642,091	\$ 493,800	\$ 640,000	\$ -	\$ -	\$ 640,000	\$ 892,500	\$ 640,000	\$ 892,500	\$ 784,000	\$ 784,000	\$ 784,000	\$ 144,000
	<b>\$ 8,377,914</b>	<b>\$ 11,714,500</b>	<b>\$ 7,448,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,448,000</b>	<b>\$ 13,817,500</b>	<b>\$ 7,448,000</b>	<b>\$ 13,817,500</b>	<b>\$ 2,802,000</b>	<b>\$ 2,802,000</b>	<b>\$ 2,802,000</b>	<b>\$ (4,646,000)</b>
<b>Total Non-Operating Revenues</b>	<b>\$ 24,466,537</b>	<b>\$ 28,928,900</b>	<b>\$ 26,175,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 26,175,000</b>	<b>\$ 32,659,500</b>	<b>\$ 26,175,000</b>	<b>\$ 32,659,500</b>	<b>\$ 22,093,000</b>	<b>\$ 22,093,000</b>	<b>\$ 22,093,000</b>	<b>\$ (4,082,000)</b>



## Expenses: Budget Detail from 2021 Adopted to 2023 Proposed

	2021		2022		2022		2022		2023		CHANGE (Proposed less Adopted/ Amended)
	ADOPTED	ACTUAL	ADOPTED	ADDITIONS	DELETIONS	ADOPTED (AMENDED)	PROJECTED	PROPOSED	PROPOSED		
<b>BOARD OF DIRECTORS</b>											
01-10-110-500101	\$ 63,100	\$ 63,017	\$ 79,000	\$ 7,800	\$ -	\$ 86,800	\$ 84,200	\$ 95,500	\$ 8,700		
01-10-110-500115	4,005	3,906	5,000	500	-	5,500	5,200	6,000	500		
01-10-110-500120	1,158	914	2,000	200	-	2,200	1,200	1,500	(700)		
01-10-110-500125	127,141	20,617	76,000	-	(8,800)	67,200	42,600	75,500	8,300		
01-10-110-500140	120	80	1,000	200	-	1,200	100	2,000	800		
01-10-110-500143	360	93	1,000	100	-	1,100	100	500	(600)		
01-10-110-500145	521	325	1,000	-	-	1,000	500	1,000	-		
01-10-110-500175	10,000	4,682	14,000	7,000	-	21,000	23,000	26,500	5,500		
01-10-110-550012	112,500	58,044	10,000	-	(4,000)	6,000	-	87,000	81,000		
01-10-110-550042	1,000	-	4,000	-	(3,000)	1,000	200	1,000	-		
01-10-110-550051	2,400	690	4,000	-	-	4,000	2,700	2,500	(1,500)		
	\$ 322,305	\$ 152,368	\$ 197,000	\$ 15,800	\$ (15,800)	\$ 197,000	\$ 159,800	\$ 299,000	\$ 102,000		
<b>ENGINEERING</b>											
01-20-210-500105	\$ 561,698	\$ 383,251	\$ 567,000	\$ -	\$ -	\$ 567,000	\$ 422,000	\$ 582,000	\$ 15,000		
01-20-210-500114	-	-	-	-	-	-	-	6,000	6,000		
01-20-210-500115	39,169	24,121	40,000	-	-	40,000	26,600	43,000	3,000		
01-20-210-500120	9,164	5,820	10,000	-	-	10,000	6,300	10,500	500		
01-20-210-500125	107,328	47,766	101,000	-	-	101,000	66,200	101,000	-		
01-20-210-500140	2,736	500	2,000	-	-	2,000	700	1,000	(1,000)		
01-20-210-500143	344	93	1,000	-	-	1,000	100	500	(500)		
01-20-210-500145	5,778	2,505	5,000	-	-	5,000	2,800	5,500	500		
01-20-210-500150	19,100	886	20,000	-	-	20,000	-	8,500	(11,500)		
01-20-210-500155	90,255	50,200	90,000	-	-	90,000	56,100	80,500	(9,500)		
01-20-210-500165	350	-	1,000	-	-	1,000	-	500	(500)		
01-20-210-500175	6,000	1,757	6,000	-	-	6,000	2,900	8,000	2,000		
01-20-210-500180	28,816	7,790	29,000	-	-	29,000	1,400	31,000	2,000		
01-20-210-500185	21,282	15,174	23,000	-	-	23,000	9,700	28,500	5,500		
01-20-210-500187	14,510	6,461	16,000	-	-	16,000	4,300	42,000	26,000		
01-20-210-500190	-	-	-	-	-	-	14,200	-	-		
01-20-210-500195	(225,000)	13,949	(225,000)	-	-	(225,000)	(55,900)	(225,000)	-		
01-20-210-550029	-	-	-	-	-	-	-	5,000	5,000		
01-20-210-550046	-	-	-	-	-	-	-	6,000	6,000		
01-20-210-550030	900	408	2,000	-	-	2,000	700	2,000	-		
01-20-210-550051	2,000	1,140	10,000	-	-	10,000	500	5,000	(5,000)		
	\$ 684,430	\$ 561,822	\$ 698,000	\$ -	\$ -	\$ 698,000	\$ 558,600	\$ 741,500	\$ 43,500		
<b>PROFESSIONAL SERVICES</b>											
01-20-210-540012	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
01-20-210-540014	300,000	113,270	75,000	-	-	75,000	19,200	50,000	(25,000)		
01-20-210-540018	-	-	-	-	-	-	-	-	-		
01-20-210-540048	2,060	26	3,000	-	-	3,000	-	3,000	-		
01-20-210-580031	60,000	2,473	60,000	-	-	60,000	-	60,000	-		
01-20-210-580032	(41,280)	-	(42,000)	-	-	(42,000)	-	(42,000)	-		
01-30-310-580001	36,050	35,138	37,000	-	-	37,000	29,900	46,500	9,500		
01-30-310-550061	-	-	-	-	-	-	25,500	25,500	25,500		
01-30-310-580011	143,500	103,193	112,000	-	-	112,000	60,200	112,000	-		
01-30-310-580036	132,200	80,779	317,000	7,500	(13,800)	310,700	62,200	175,500	(135,200)		
01-50-510-550096	49,600	46,005	50,000	2,500	-	52,500	64,900	85,000	32,500		
01-50-510-550097	19,400	19,295	19,000	5,300	-	24,300	23,600	31,500	7,200		
	\$ 701,530	\$ 400,179	\$ 631,000	\$ 15,300	\$ (13,800)	\$ 632,500	\$ 285,500	\$ 547,000	\$ (85,500)		

**Expenses: Budget Detail from 2021 Adopted to 2023 Proposed**

	2021		2022		2022		2022		2023		CHANGE (Proposed less Adopted/ Amended)
	ADOPTED	ACTUAL	ADOPTED	ADDITIONS	DELETIONS	ADOPTED (AMENDED)	PROJECTED	PROPOSED			
<b>FINANCE AND ADMINISTRATIVE SERVICES</b>											
01-30-310-500105 Labor	\$ 1,174,047	\$ 865,576	\$ 1,225,000	\$ -	\$ (8,000)	\$ 1,217,000	\$ 1,038,900	\$ 1,353,500	\$ 136,500	\$ 500	\$ (4,000)
01-30-310-500109 FSLA Overtime		5,214	9,000	7,800	(1,800)	15,000	7,900	11,000	(4,000)	500	(500)
01-30-310-500110 Overtime	1,093	1,035	1,000	2,000	-	3,000	2,500	2,500	18,000	102,500	18,000
01-30-310-500111 Double Time									24,000	333,000	10,500
01-30-310-500114 Incentive Pay									2,400	2,500	(15,000)
01-30-310-500115 Social Security	88,696	54,942	92,000	-	-	92,000	65,100	102,500	500	1,000	18,000
01-30-310-500120 Medicare	20,759	14,460	22,000	-	-	22,000	16,700	24,000	2,000	2,000	10,500
01-30-310-500125 Health Insurance	268,320	199,133	348,000	-	-	348,000	241,100	333,000	(15,000)	333,000	(15,000)
01-30-310-500130 Health Administration Costs	2,500	1,761	2,000	-	-	2,000	2,400	2,500	2,500	2,500	500
01-30-310-500140 CaIPERS	6,348	1,313	4,000	-	-	4,000	1,800	2,500	1,500	1,000	(1,500)
01-30-310-500143 Life Insurance	885	234	2,000	-	-	2,000	300	1,000	1,000	1,000	(1,000)
01-30-310-500145 Workers' Compensation	11,734	5,120	10,000	-	-	10,000	6,200	11,000	11,000	11,000	(22,000)
01-30-310-500150 Unemployment Insurance	40,094	-	42,000	-	-	42,000	-	20,000	20,000	20,000	(22,000)
01-30-310-500155 Retirement/CalPERS	211,738	187,664	244,000	-	-	244,000	204,400	255,500	11,500	255,500	11,500
01-30-310-500161 Estimated Current Year OPEB Expense	151,500	220,043	213,000	-	-	213,000	-	215,000	2,000	215,000	2,000
01-30-310-500165 Uniforms & Employee Benefits	1,000	720	1,000	-	-	1,000	1,300	1,000	-	1,000	-
01-30-310-500175 Training/Education/Mtgs/Travel	57,478	27,219	31,000	-	-	31,000	29,300	40,500	9,500	40,500	9,500
01-30-310-500180 Accrued Sick Leave Expense	86,947	22,035	63,000	-	-	63,000	31,100	71,500	8,500	71,500	8,500
01-30-310-500185 Accrued Vacation Leave Expense	93,571	74,483	89,000	-	-	89,000	35,200	106,500	17,500	106,500	17,500
01-30-310-500187 Accrual Leave Payments	65,654	65,158	45,000	-	(10,000)	35,000	69,000	111,500	18,500	111,500	18,500
01-30-310-500190 Temporary Labor	(16,032)	(45,590)	(16,000)	-	-	(16,000)	1,000	17,000	(16,000)	17,000	(18,000)
01-30-310-500195 CJP Related Labor	14,100	5,751	17,000	-	-	17,000	1,900	12,000	(5,000)	12,000	(5,000)
01-30-310-550001 Bank/Financial Service Fees	50	(101)	100	-	-	100	(100)	100	-	100	-
01-30-310-550006 Cashiering Shortages/Overages	2,500	869	3,000	-	-	3,000	1,100	3,000	-	3,000	-
01-30-310-550008 Transaction/Return Fees	84,500	84,360	80,000	-	-	80,000	94,800	90,000	10,000	90,000	10,000
01-30-310-550010 Transaction/Credit Card Fees	10,300	6,249	7,000	-	-	7,000	6,600	7,000	-	7,000	-
01-30-310-550014 Credit Check Fees	38,960	38,318	40,000	-	-	40,000	38,100	42,000	2,000	42,000	2,000
01-30-310-550030 Membership Dues	2,060	750	3,000	-	-	3,000	1,100	3,000	-	3,000	-
01-30-310-550036 Notary & Lien Fees	10,300	9,897	10,000	-	-	10,000	12,000	11,000	1,000	11,000	1,000
01-30-310-550042 Office Supplies	4,700	8,938	5,000	-	(775)	4,225	6,400	5,500	1,275	5,500	1,275
01-30-310-550046 Office Equipment	14,000	3,615	40,000	-	-	40,000	3,500	58,000	18,000	58,000	18,000
01-30-310-550048 Postage	70,000	69,623	81,000	-	-	81,000	78,500	90,000	9,000	90,000	9,000
01-30-310-550050 Utility Billing Service	3,300	532	1,000	6,000	-	7,000	1,600	3,500	(3,500)	3,500	(3,500)
01-30-310-550051 Advertising/Legal Notices	108,700	108,645	120,000	10,000	-	130,000	127,200	165,000	35,000	165,000	35,000
01-30-310-550054 Property, Auto & General Liability Insurance	2,000	-	-	-	-	-	-	-	-	-	-
01-30-310-550066 Subscriptions	1,000	27	1,000	-	-	1,000	100	500	(500)	500	(500)
01-30-310-550072 Miscellaneous Operating Expenses	25,000	-	25,000	-	-	25,000	-	25,000	-	25,000	-
01-30-310-550078 Bad Debt Expense	167,500	(489,557)	283,000	-	-	283,000	-	222,000	(61,000)	222,000	(61,000)
01-30-310-560000 GASB 68 Pension Expense	\$ 2,841,816	\$ 1,553,692	\$ 3,236,100	\$ 25,800	\$ (20,575)	\$ 3,241,325	\$ 2,127,000	\$ 3,422,100	\$ 180,775	\$ 3,422,100	\$ 180,775
<b>DEPRECIATION</b>											
01-30-310-550084 Depreciation	\$ 2,850,000	\$ 2,923,539	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000	\$ 3,086,900	\$ 3,025,000	\$ 25,000	\$ 3,025,000	\$ 25,000
<b>HUMAN RESOURCES AND RISK MANAGEMENT</b>											
01-30-320-500105 Labor	\$ 63,292	\$ 55,778	\$ 71,000	\$ -	\$ (1,600)	\$ 69,400	\$ 71,400	\$ 92,500	\$ 23,100	\$ 92,500	\$ 23,100
01-30-320-500110 Overtime	3,363	3,354	3,000	-	-	3,000	2,700	-	(3,000)	-	(3,000)
01-30-320-500111 Double Time	500	457	-	1,600	-	1,600	800	-	(1,600)	-	(1,600)
01-30-320-500114 Incentive Pay	-	-	-	-	-	-	-	1,500	-	1,500	-
01-30-320-500115 Social Security	5,280	3,857	6,000	-	-	6,000	4,800	6,500	1,500	6,500	1,500

## Expenses: Budget Detail from 2021 Adopted to 2023 Proposed

	2021		2022		2022		2022		2023		CHANGE (Proposed less Adopted/ Amended)
	ADOPTED	ACTUAL	ADOPTED	ADDITIONS	DELETIONS	ADOPTED (AMENDED)	PROJECTED	PROPOSED			
<b>HUMAN RESOURCES AND RISK MANAGEMENT (continued)</b>											
01-30-320-500120 Medicare	\$ 1,084	\$ 902	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ 1,100	\$ 1,500	\$ (500)		
01-30-320-500125 Health Insurance	26,832	15,338	26,000	-	-	26,000	17,400	25,500	(500)		
01-30-320-500140 Life Insurance	444	84	1,000	-	-	1,000	100	500	(500)		
01-30-320-500143 EAP Program	72	19	1,000	-	-	1,000	400	1,000	-		
01-30-320-500145 Workers' Compensation	661	314	1,000	-	-	1,000	3,000	1,500	(1,500)		
01-30-320-500150 Unemployment Insurance	2,287	-	3,000	-	-	3,000	8,000	9,500	1,500		
01-30-320-500155 Retirement/CalPERS	11,828	6,167	8,000	-	-	8,000	200	200	-		
01-30-320-500165 Uniforms & Employee Benefits	111	-	200	-	-	200	8,100	7,500	(500)		
01-30-320-500175 Training/Education/Mtgs/Travel	9,400	979	13,000	-	-	13,000	24,400	20,000	(21,000)		
01-30-320-500176 District/Professional Development	29,000	17,100	24,000	17,000	-	41,000	17,500	32,000	1,000		
01-30-320-500177 General Safety Training & Supplies	28,250	9,677	31,000	-	-	31,000	2,200	5,000	1,000		
01-30-320-500180 Accrued Sick Leave Expense	3,106	2,095	4,000	-	-	4,000	700	5,000	1,000		
01-30-320-500185 Accrued Vacation Leave Expense	3,202	3,131	4,000	-	-	4,000	2,000	5,000	1,000		
01-30-320-500187 Accrual Leave Payments	449	-	2,000	-	-	2,000	-	-	(2,000)		
01-30-320-500190 Temporary Labor	-	-	-	-	-	-	-	5,000	5,000		
01-30-320-50024 Employment Testing	4,530	2,482	8,500	-	-	8,500	2,300	6,000	(2,500)		
01-30-320-50025 Employee Retention	4,600	1,017	5,000	-	-	5,000	1,300	5,500	500		
01-30-320-50026 Recruitment Expense	8,059	3,977	13,000	-	-	13,000	4,000	11,000	(2,000)		
01-30-320-50028 District Certification	2,550	2,338	4,000	-	-	4,000	2,500	6,000	2,000		
01-30-320-50030 Membership Dues	2,170	1,708	3,000	-	-	3,000	2,000	2,500	(500)		
01-30-320-50042 Office Supplies	2,500	1,162	3,000	-	-	3,000	1,100	3,000	-		
01-30-320-50051 Advertising/Legal Notices	2,485	1,106	4,000	-	-	4,000	1,000	4,000	-		
01-30-320-580036 Other Professional Services	92,000	62,522	45,000	18,500	(1,600)	63,500	66,500	26,000	(37,500)		
	\$ 308,055	\$ 195,563	\$ 285,700	\$ 37,100	\$ (1,600)	\$ 321,200	\$ 240,500	\$ 279,700	\$ (41,500)		
<b>INFORMATION TECHNOLOGY</b>											
01-35-315-500105 Labor	\$ 142,214	\$ 135,451	\$ 152,000	\$ -	\$ -	\$ 152,000	\$ 146,400	\$ 163,000	\$ 11,000		
01-35-315-500114 Incentive Pay	-	-	-	-	-	-	-	1,500	1,500		
01-35-315-500115 Social Security	11,298	8,874	12,000	-	-	12,000	9,200	13,000	1,000		
01-35-315-500120 Medicare	2,643	2,434	3,000	-	-	3,000	2,500	3,500	500		
01-35-315-500125 Health Insurance	28,132	26,048	26,000	-	-	26,000	26,900	25,500	(500)		
01-35-315-500140 Life Insurance	936	196	1,000	-	-	1,000	200	500	(500)		
01-35-315-500143 EAP Program	72	19	1,000	-	-	1,000	800	500	(500)		
01-35-315-500145 Workers' Compensation	1,476	699	2,000	-	-	2,000	1,500	1,500	(500)		
01-35-315-500150 Unemployment Insurance	4,880	-	6,000	-	-	6,000	-	2,500	(3,500)		
01-35-315-500165 Uniforms & Employee Benefits	-	-	-	-	-	-	-	-	-		
01-35-315-500166 Retirement/CalPERS	15,804	15,494	18,000	-	-	18,000	17,300	20,000	2,000		
01-35-315-500175 Training/Education/Mtgs/Travel	4,120	3,239	5,000	-	-	5,000	7,700	5,000	-		
01-35-315-500180 Accrued Sick Leave Expense	(201)	(201)	9,000	-	-	9,000	1,800	9,500	500		
01-35-315-500185 Accrued Vacation Leave Expense	4,235	(13,885)	16,000	-	-	16,000	1,800	18,000	2,000		
01-35-315-500187 Accrual Leave Payments	32,460	32,337	15,000	-	-	15,000	25,300	18,500	3,500		
01-35-315-500190 Temporary Labor	-	-	-	-	-	-	-	-	-		
01-35-315-500195 CIP Related Labor	(32,875)	-	(33,000)	-	-	(33,000)	-	(33,000)	-		
01-35-315-501511 Telephone/Internet Service	42,568	46,967	45,000	-	-	45,000	55,300	53,000	8,000		
01-35-315-501521 Building Alarms and Security	-	-	10,000	-	-	10,000	9,000	17,500	7,500		
01-35-315-540014 GIS Maintenance and Updates	-	-	10,000	-	-	10,000	5,700	10,000	-		
01-35-315-550030 Membership Dues	2,060	2,051	3,000	-	-	3,000	2,200	3,000	-		
01-35-315-550044 Printing/Toner & Maintenance	19,000	18,764	28,000	-	-	28,000	22,900	28,000	-		
01-35-315-550051 Advertising/Legal Notices	-	-	-	-	-	-	-	-	-		
01-35-315-550058 Cyber Security Liability Insurance	-	-	-	-	-	-	-	7,000	7,000		
01-35-315-580016 Computer Hardware	23,700	13,487	30,000	-	-	30,000	29,500	30,000	-		

Expenses: Budget Detail from 2021 Adopted to 2023 Proposed

	2021		2022		2022		2022		2023		CHANGE (Proposed/less Adopted/ Amended)
	ADOPTED	ACTUAL	ADOPTED	ADDITIONS	DELETIONS	ADOPTED (AMENDED)	PROJECTED	PROPOSED			
<b>INFORMATION TECHNOLOGY (continued)</b>											
01-35-315-580021	5,150	3,503	8,000	\$	\$	8,000	\$	8,000	\$	8,000	\$
01-35-315-580022	205,400	147,677	220,000	-	-	220,000	-	222,100	-	250,000	30,000
01-35-315-580026	-	-	-	-	-	-	-	-	-	183,000	183,000
01-35-315-580027	-	-	50,000	-	-	50,000	-	45,800	-	50,000	-
01-35-315-580028	6,500	-	7,000	-	-	7,000	-	-	-	10,000	3,000
01-35-315-580030	521,043	443,155	644,000	-	-	644,000	-	630,600	-	899,000	255,000
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>SOURCE OF SUPPLY</b>											
01-40-410-500105	483,039	243,027	451,000	-	-	451,000	-	274,600	-	509,000	58,000
01-40-410-500109	16,292	5,280	15,000	2,000	-	17,000	-	6,300	-	14,500	(2,500)
01-40-410-500110	6,751	2,555	3,000	-	-	3,000	-	200	-	3,500	500
01-40-410-500111	12,250	9,450	13,000	-	-	13,000	-	10,500	-	15,000	2,000
01-40-410-500113	-	-	-	-	-	-	-	-	-	7,500	7,500
01-40-410-500114	36,063	18,130	34,000	-	-	34,000	-	20,600	-	38,500	4,500
01-40-410-500115	8,439	4,240	8,000	-	-	8,000	-	4,800	-	9,500	1,500
01-40-410-500120	187,824	94,528	151,000	-	-	151,000	-	102,700	-	138,500	(12,500)
01-40-410-500125	3,252	411	2,000	-	-	2,000	-	500	-	1,000	(1,000)
01-40-410-500140	504	74	1,000	-	-	1,000	-	100	-	500	(500)
01-40-410-500143	24,270	7,721	19,000	-	-	19,000	-	9,100	-	21,500	2,500
01-40-410-500145	57,436	10,065	64,000	-	(38,000)	26,000	-	500	-	31,500	5,500
01-40-410-500150	111,455	69,331	105,000	-	-	105,000	-	79,700	-	113,500	8,500
01-40-410-500155	4,052	1,160	4,000	-	-	4,000	-	1,500	-	5,000	1,000
01-40-410-500165	6,000	3,110	6,000	-	-	6,000	-	2,800	-	6,000	-
01-40-410-500175	22,256	11,635	21,000	-	-	21,000	-	15,800	-	24,500	3,500
01-40-410-500180	31,088	16,927	31,000	-	-	31,000	-	17,500	-	37,500	6,500
01-40-410-500185	8,586	2,208	11,000	-	-	11,000	-	2,200	-	16,500	5,500
01-40-410-500187	(30,000)	-	(20,000)	-	-	(20,000)	-	-	-	(20,000)	-
01-40-410-500195	3,870,300	1,163,484	4,349,000	-	-	4,349,000	-	649,200	-	4,389,000	40,000
01-40-410-500501	2,327,800	2,470,785	2,467,000	35,000	-	2,502,000	-	2,665,600	-	2,550,000	48,000
01-40-410-500511	225	180	1,000	-	-	1,000	-	200	-	1,000	-
01-40-410-501201	170,000	156,709	150,000	-	-	150,000	-	137,400	-	160,000	10,000
01-40-410-510011	67,000	57,083	90,000	-	-	90,000	-	94,200	-	100,000	10,000
01-40-410-510021	8,000	7,707	8,000	-	-	8,000	-	4,800	-	6,000	(2,000)
01-40-410-510031	4,280	-	5,000	-	-	5,000	-	1,900	-	5,000	-
01-40-410-520021	100,713	59,115	303,000	54,400	(84,500)	272,900	-	144,400	-	180,000	(92,900)
01-40-410-520061	141,000	140,860	97,000	-	-	97,000	-	133,100	-	145,000	48,000
01-40-410-530001	3,000	-	3,000	-	-	3,000	-	1,100	-	1,500	(1,500)
01-40-410-540084	7,681,875	4,555,775	8,392,000	91,400	(122,500)	8,360,900	-	4,381,300	-	8,511,500	150,600
01-40-410-550066											
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>TRANSMISSION AND DISTRIBUTION</b>											
01-40-440-500105	799,681	568,101	1,061,000	-	-	1,061,000	-	798,900	-	1,250,000	189,000
01-40-440-500109	58,887	49,070	57,000	17,000	-	74,000	-	56,000	-	63,500	(10,500)
01-40-440-500110	39,117	25,469	30,000	6,000	-	36,000	-	36,400	-	34,500	(1,500)
01-40-440-500111	29,250	16,200	28,000	-	-	28,000	-	19,300	-	19,500	(8,500)
01-40-440-500113	-	-	-	-	-	-	-	-	-	16,000	16,000
01-40-440-500114	-	-	-	-	-	-	-	-	-	-	-

## Expenses: Budget Detail from 2021 Adopted to 2023 Proposed

	2021 ADOPTED	2021 ACTUAL	2022 ADOPTED	2022 ADDITIONS	2022 DELETIONS	2022 ADOPTED (AMENDED)	2022 PROJECTED	2023 PROPOSED	CHANGE (Proposed less Adopted- Amended)
<b>TRANSMISSION AND DISTRIBUTION (continued)</b>									
01-40-440-500115 Social Security	\$ 65,568	\$ 45,497	\$ 85,000	\$ -	\$ -	\$ 85,000	\$ 61,900	\$ 98,000	\$ 13,000
01-40-440-500120 Medicare	15,331	10,998	20,000	-	-	20,000	14,500	23,000	3,000
01-40-440-500125 Health Insurance	294,316	173,056	351,000	-	-	351,000	220,200	346,000	(5,000)
01-40-440-500140 Life Insurance	5,366	921	4,000	-	-	4,000	1,300	2,500	(1,500)
01-40-440-500143 EAP Program	956	217	2,000	-	-	2,000	300	1,000	(1,000)
01-40-440-500145 Workers' Compensation	33,774	13,825	36,000	-	-	36,000	19,700	42,500	6,500
01-40-440-500155 Retirement/CalPERS	184,185	141,992	224,000	-	-	224,000	174,100	237,500	13,500
01-40-440-500165 Uniforms & Employee Benefits	7,000	6,381	14,000	-	-	14,000	8,200	16,000	2,000
01-40-440-500175 Training/Education/Mtgs/Travel	3,090	459	5,000	-	-	5,000	2,000	5,000	-
01-40-440-500177 General Safety Supplies	6,300	3,511	11,000	-	-	11,000	12,800	11,000	-
01-40-440-500180 Accrued Sick Leave Expense	41,145	27,607	54,000	-	-	54,000	31,700	58,500	4,500
01-40-440-500185 Accrued Vacation Leave Expense	53,352	39,548	64,000	-	-	64,000	32,300	76,000	12,000
01-40-440-500187 Accrual Leave Payments	24,599	23,593	63,000	-	(35,000)	63,000	27,200	71,000	8,000
01-40-440-500190 Temporary Labor	-	-	166,000	-	-	131,000	-	31,000	(100,000)
01-40-440-500195 CJP Related Labor	(110,920)	(126,472)	(111,000)	-	-	(111,000)	-	(40,000)	71,000
01-40-440-510031 Small Tools, Parts & Maintenance	13,250	9,039	14,000	-	-	14,000	13,400	29,000	15,000
01-40-440-520071 Maintenance and Repair- Pipeline & Hydrants	51,600	51,220	73,000	-	-	73,000	56,000	107,000	34,000
01-40-440-520081 Maintenance and Repair- Hydraulic Valves	14,750	5,587	25,000	-	-	25,000	15,200	25,000	-
01-40-440-530001 Minor Capital Acquisitions	-	-	-	-	-	-	-	35,000	35,000
01-40-440-540001 Backflow Maintenance	4,200	3,100	5,000	-	-	5,000	1,600	5,000	-
01-40-440-540024 Inventory Adjustments	24,752	8,186	26,000	12,500	-	38,500	16,500	47,000	8,500
01-40-440-540036 Line Locates	3,605	2,913	4,000	-	-	4,000	3,000	4,000	-
01-40-440-540042 Meters Maintenance & Services	105,500	99,509	90,000	11,000	-	101,000	83,100	125,000	24,000
01-40-440-540078 Reservoirs Maintenance	54,500	-	33,000	54,500	-	87,500	21,600	52,000	(35,500)
01-40-440-550051 Advertising/Legal Notices	4,000	2,036	4,000	1,000	-	5,000	2,900	5,000	-
	\$ 1,827,154	\$ 1,201,563	\$ 2,438,000	\$ 102,000	\$ (35,000)	\$ 2,505,000	\$ 1,730,100	\$ 2,798,500	\$ 293,500
<b>INSPECTIONS</b>									
01-40-450-500105 Labor	\$ 73,976	\$ 39,964	\$ 34,000	\$ 20,000	\$ -	\$ 54,000	\$ 42,800	\$ 38,000	\$ (16,000)
01-40-450-500110 Overtime	28,480	12,800	5,000	15,000	-	20,000	14,800	5,500	(14,500)
01-40-450-500111 Double Time	223	-	2,000	-	-	2,000	300	2,500	500
01-40-450-500113 Standby/On-Call	-	-	-	-	-	-	-	3,000	3,000
01-40-450-500115 Social Security	6,384	3,282	3,000	-	-	3,000	3,600	3,000	-
01-40-450-500120 Medicare	1,512	768	1,000	-	-	1,000	800	1,000	-
01-40-450-500125 Health Insurance	27,004	14,148	13,000	-	-	13,000	14,800	13,000	-
01-40-450-500140 Life Insurance	482	58	1,000	-	-	1,000	100	500	(500)
01-40-450-500143 EAP Program	36	13	1,000	-	-	1,000	-	500	(500)
01-40-450-500145 Workers' Compensation	3,187	1,258	2,000	-	-	2,000	1,500	2,000	-
01-40-450-500155 Retirement/CalPERS	15,391	9,440	10,000	-	-	10,000	10,800	10,500	500
01-40-450-530001 Minor Capital Acquisitions	-	-	-	-	-	-	-	-	-
	\$ 156,675	\$ 81,731	\$ 72,000	\$ 35,000	\$ -	\$ 107,000	\$ 89,500	\$ 79,500	\$ (27,500)
<b>CUSTOMER SERVICE AND METER READING</b>									
01-40-460-500105 Labor	\$ 156,327	\$ 152,376	\$ 184,000	\$ 13,000	\$ -	\$ 197,000	\$ 175,600	\$ 220,000	\$ 23,000
01-40-460-500109 FSLA Overtime	-	-	-	-	-	-	-	500	500
01-40-460-500110 Overtime	11,724	5,778	16,000	-	-	16,000	3,200	20,500	4,500
01-40-460-500111 Double Time	3,933	1,778	4,000	-	-	4,000	1,500	5,000	1,000
01-40-460-500113 Standby/On-Call	3,250	-	5,000	-	-	5,000	-	4,000	(1,000)
01-40-460-500114 Incentive Pay	-	-	-	-	-	-	-	4,000	4,000
01-40-460-500115 Social Security	12,721	11,775	16,000	-	-	16,000	12,800	18,500	2,500
01-40-460-500120 Medicare	2,975	2,754	4,000	-	-	4,000	3,000	4,500	500

**Expenses: Budget Detail from 2021 Adopted to 2023 Proposed**

	2021		2022		2022		2022		2023		CHANGE (Proposed/less Adopted - Amended)
	ADOPTED	ACTUAL	ADOPTED	ADDITIONS	DELETIONS	ADOPTED (AMENDED)	PROJECTED	PROPOSED			
<b>CUSTOMER SERVICE AND METER READING (continued)</b>											
01-40-460-500125 Health Insurance	\$ 76,096	\$ 62,639	\$ 76,000	\$ -	\$ -	\$ 76,000	\$ -	\$ 66,000	\$ 75,500	\$ (500)	
01-40-460-500140 Life Insurance	1,088	231	1,000	-	-	1,000	-	300	500	(500)	
01-40-460-500143 EAP Program	216	53	1,000	-	-	1,000	-	100	500	(500)	
01-40-460-500145 Workers' Compensation	7,987	5,000	8,000	-	-	8,000	-	5,600	9,500	1,500	
01-40-460-500155 Retirement/CalPERS	46,990	46,859	55,000	-	-	55,000	-	51,900	68,000	13,000	
01-40-460-500165 Uniforms & Employee Benefits	2,100	857	3,000	-	-	3,000	-	1,300	3,000	-	
01-40-460-500175 Training/Education/Mtgs/Travel	412	345	1,000	-	-	1,000	-	100	1,000	-	
01-40-460-500180 Accrued Sick Leave Expense	14,740	11,970	9,000	-	-	9,000	-	9,500	10,500	1,500	
01-40-460-500185 Accrued Vacation Leave Expense	17,718	13,810	16,000	-	-	16,000	-	15,000	20,000	4,000	
01-40-460-500187 Accrual Leave Payments	4,084	1,127	11,000	-	-	11,000	-	1,100	14,000	3,000	
01-40-460-500195 CIP Related Labor	(30,839)	(49,349)	(31,000)	-	-	(31,000)	-	(41,000)	(41,000)	(10,000)	
01-40-460-530001 Minor Capital Acquisitions	-	-	-	-	-	-	-	-	-	-	
	\$ 330,522	\$ 288,003	\$ 379,000	\$ 13,000	\$ -	\$ 392,000	\$ -	\$ 306,000	\$ 438,500	\$ 46,500	
<b>MAINTENANCE AND GENERAL PLANT</b>											
01-40-470-500105 Labor	\$ 63,243	\$ 11,258	\$ 90,000	\$ -	\$ -	\$ 90,000	\$ -	\$ 49,100	\$ 109,500	\$ 19,500	
01-40-470-500109 FSLA Overtime	-	-	-	-	-	-	-	-	500	500	
01-40-470-500110 Overtime	3,081	-	4,000	-	-	4,000	-	500	6,500	2,500	
01-40-470-500111 Double Time	955	-	2,000	-	-	2,000	-	200	2,000	-	
01-40-470-500113 Standby/On-Call	-	-	-	-	-	-	-	-	3,000	3,000	
01-40-470-500114 Incentive Pay	-	-	-	-	-	-	-	-	1,500	1,500	
01-40-470-500115 Social Security	4,186	699	7,000	-	-	7,000	-	3,200	8,000	1,000	
01-40-470-500120 Medicare	982	163	2,000	-	-	2,000	-	700	2,000	-	
01-40-470-500125 Health Insurance	31,956	2,246	38,000	-	-	38,000	-	18,800	38,000	-	
01-40-470-500140 Life Insurance	432	5	1,000	-	-	1,000	-	100	500	(500)	
01-40-470-500143 EAP Program	85	4	1,000	-	-	1,000	-	-	500	(500)	
01-40-470-500145 Workers' Compensation	3,101	298	4,000	-	-	4,000	-	1,500	5,000	1,000	
01-40-470-500155 Retirement/CalPERS	11,576	2,864	16,000	-	-	16,000	-	5,500	15,500	(500)	
01-40-470-500165 Uniforms & Employee Benefits	-	-	1,000	-	-	1,000	-	800	1,000	-	
01-40-470-500175 Training/Education/Mtgs/Travel	-	-	2,000	-	-	2,000	-	200	2,000	-	
01-40-470-500180 Accrued Sick Leave Expenses	-	-	3,000	-	-	3,000	-	1,500	3,500	500	
01-40-470-500185 Accrued Vacation Expenses	-	-	3,000	-	-	3,000	-	700	4,000	1,000	
01-40-470-500187 Accrual Leave Payments	-	-	-	-	-	-	-	-	500	500	
01-40-470-501111 Electricity - 560 Magnolia Ave	30,600	24,567	37,000	-	-	37,000	-	32,500	37,000	-	
01-40-470-501121 Electricity - 12303 Oak Glen Rd	4,300	4,230	5,000	-	-	5,000	-	4,200	5,000	-	
01-40-470-501131 Electricity - 13695 Oak Glen Rd	3,000	2,208	3,000	-	-	3,000	-	2,700	3,000	-	
01-40-470-501141 Electricity - 13697 Oak Glen Rd	3,000	2,648	3,000	-	-	3,000	-	2,800	3,000	-	
01-40-470-501151 Electricity - 9781 Avenida Miravilla	2,500	2,143	2,000	-	-	2,000	-	2,900	2,000	-	
01-40-470-501161 Electricity - 815 E. 12th St	7,800	7,225	8,000	5,000	-	13,000	-	9,800	13,000	-	
01-40-470-501171 Electricity - 851 E. 6th St	4,200	2,628	5,000	-	-	5,000	-	2,700	5,000	-	
01-40-470-501321 Propane - 12303 Oak Glen Rd	118	-	1,000	-	-	1,000	-	-	1,000	-	
01-40-470-501331 Propane - 13695 Oak Glen Rd	1,100	1,469	3,000	-	-	3,000	-	900	3,000	-	
01-40-470-501341 Propane - 13697 Oak Glen Rd	2,900	2,248	3,000	-	-	3,000	-	2,400	3,000	-	
01-40-470-501351 Propane-9781 Avenida Miravilla	1,600	1,555	2,000	-	-	2,000	-	1,200	2,000	-	
01-40-470-501411 Sanitation - 560 Magnolia Ave	4,087	4,069	4,000	-	-	4,000	-	5,900	5,000	1,000	
01-40-470-501461 Sanitation - 815 E. 12th St	5,650	5,390	6,000	-	-	6,000	-	5,900	7,000	1,000	
01-40-470-501471 Sanitation - 11083 Cherry Ave	3,446	3,393	4,000	-	-	4,000	-	3,500	4,000	-	
01-40-470-501600 Property Maintenance & Repairs	-	-	-	-	-	-	-	-	-	-	
01-40-470-501611 Maintenance & Repair- 560 Magnolia Ave	26,856	23,939	27,000	775	-	27,775	-	26,600	40,000	12,225	
01-40-470-501621 Maintenance & Repair- 12303 Oak Glen Rd	4,600	1,487	12,000	-	-	12,000	-	30,300	8,000	(4,000)	
01-40-470-501631 Maintenance & Repair- 13695 Oak Glen Rd	9,000	156	12,000	-	-	12,000	-	30,100	6,000	(6,000)	
01-40-470-501641 Maintenance & Repair- 13697 Oak Glen Rd	4,000	805	9,000	-	-	9,000	-	7,600	10,000	1,000	

**Expenses: Budget Detail from 2021 Adopted to 2023 Proposed**

	2021	2021	2022	2022	2022	2022	2022	2022	2022	2022	2023	CHANGE
	ADOPTED	ACTUAL	ADOPTED	ADDITIONS	DELETIONS	(AMENDED)	PROJECTED	PROJECTED	PROPOSED	(Proposed less Adopted- Amended)		
<b>MAINTENANCE AND GENERAL PLANT (continued)</b>												
01-40-470-501651	Maintenance & Repair- 9781 Avenida Miravilla	\$ 4,000	\$ 53	\$ 9,000	\$ -	\$ -	\$ 9,000	\$ 1,000	\$ 6,000	\$ (3,000)		
01-40-470-501661	Maintenance & Repair- 815 E. 12th St	7,115	6,740	14,000	-	-	14,000	8,300	32,000	18,000		
01-40-470-501671	Maintenance & Repair- 851 E. 6th St	3,800	3,682	3,000	-	-	3,000	4,300	3,200	200		
01-40-470-501691	Maintenance & Repair- Buildings (General)	57,272	17,927	60,000	-	-	60,000	27,300	60,000	-		
01-40-470-510001	Auto/Fuel	89,300	89,212	100,000	20,000	-	120,000	125,800	150,000	30,000		
01-40-470-510002	CIP Related Fuel	-	-	-	-	-	-	-	(10,000)	(10,000)		
01-40-470-520011	Maintenance & Repair-Safety Equipment	17,510	9,332	18,000	-	-	18,000	7,800	18,000	-		
01-40-470-520031	Maintenance & Repair-General Equipment	47,380	39,398	50,000	-	-	50,000	18,600	75,000	25,000		
01-40-470-520041	Maintenance & Repair-Fleet	120,200	73,463	126,000	-	-	126,000	85,900	90,000	(36,000)		
01-40-470-520051	Maintenance & Repair-Paving	140,000	210,400	83,000	-	-	83,000	57,300	83,000	-		
01-40-470-520053	Maintenance & Repair-Paving (City of Beaumont)	-	-	379,000	-	-	379,000	330,900	500,000	121,000		
01-40-470-530001	Minor Capital Acquisitions	-	-	-	-	-	-	-	-	-		
01-40-470-540030	Landscape Maintenance	82,000	64,307	82,000	-	-	82,000	68,100	82,000	-		
01-40-470-540052	Encroachment Permits	-	336	36,000	-	-	36,000	41,200	40,000	4,000		
01-40-470-540072	Recharge Facility, Canyon & Pond Maintenance	68,500	41,679	200,000	-	-	200,000	31,200	150,000	(50,000)		
01-50-510-500112	Stipend-Association Mtg Attend	-	-	-	-	-	-	900	1,000	1,000		
01-50-510-502001	Rents/Leases	25,360	25,350	27,000	-	-	27,000	26,300	27,000	-		
01-50-510-510031	Small Tools, Parts & Maintenance	615	543	1,000	-	-	1,000	1,000	1,000	-		
01-50-510-540066	Property Damage & Theft	21,727	10,542	27,000	-	(14,000)	13,000	5,500	27,000	14,000		
01-50-510-550040	General Supplies	13,279	8,494	17,000	-	-	17,000	11,100	17,000	-		
01-50-510-550060	Public Education/Community Outreach	100,770	96,742	100,000	-	-	100,000	147,500	15,000	(85,000)		
01-50-510-550072	Miscellaneous Operating Expenses	1,030	72	1,000	-	-	15,000	13,800	1,000	(14,000)		
01-50-510-550074	Disaster Preparedness Ongoing Expenses	20,100	20,000	15,000	-	-	15,000	19,600	15,000	-		
		\$ 1,058,312	\$ 825,968	\$ 1,668,000	\$ 39,775	\$ (14,000)	\$ 1,693,775	\$ 1,286,000	\$ 1,743,700	\$ 49,925		
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 19,283,717</b>	<b>\$ 13,163,357</b>	<b>\$ 21,640,800</b>	<b>\$ 375,175</b>	<b>\$ (223,275)</b>	<b>\$ 21,792,700</b>	<b>\$ 14,981,800</b>	<b>\$ 22,785,000</b>	<b>\$ 992,300</b>			

Total Additions \$ 375,175  
 Total Deletions \$ (223,275)  
 Net Amendments to 2022 Budget \$ 151,900

Note: Amendment to 2022 Budget comes from approved Fiscal Year 2021 Operating Budget Carryover Schedule



## 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.
- 01-50-510-419012** **Development Income – GIS** — Revenue earned and charged to deposits that were collected to cover GIS system updates 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 distribution 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 Charges** — Late fee assessed on delinquent accounts for mailed delinquency notices.
- 01-50-510-417011** **Third Notice Charges** — Late fee assessed on delinquent accounts for mailed disconnection notices.
- 01-50-510-417021** **Account Reinstatement Charges** — 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** **Return 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 (Credits)** — Fee for pulling a meter and bench testing it.
- 01-50-510-417091** **Credit Card Processing Fees** — Pass-through charge covers 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 credit card usage, the 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

### PROPERTY MAINTENANCE FEES

- 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**    **Capacity Charges — 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**    **Capacity Charges — 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**    **Capacity Charges — 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**    **Capacity Charges— 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**    **Capacity Charges — 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 Capacity Charges — Transmission**— 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 transmission lines 16” or larger.
- 01-50-510-481036 Capacity Charges — 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 Capacity Charges — 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 Capacity Charges — 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 Capacity Charges — 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 Capacity Charges — 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 aligned pipelines 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.
- 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 Directors.
- 01-10-110-500145**    **Workers' Compensation** — Standard costs paid to the District's insurance carrier for Directors.
- 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, and mileage/meal reimbursement for Directors.
- 01-10-110-550012**    **Election Expenses** — Costs associated with directorial elections.
- 01-10-110-550043**    **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 Engineering staff.*

- 01-20-210-500105**    **Labor** — Wage expenses for this department.
- 01-20-210-500114**    **Incentive Pay** — Expenses for approved Incentive Pay for employees in 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 for employees in this department.

- 01-20-210-500175** **Training/Education/Mtgs/Travel** — Provides for personnel development costs, which include attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars and conferences, and mileage/meal 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 and benefits expenses for Capital Improvement Projects in this department.
- 01-20-210-550030** **Membership Dues** — Membership dues and certifications for CPESC, QSP/D, ASCE, etc.
- 01-20-210-550052** **Administrative Expenses** — Cost associated with documents required for administrative work specific to Engineering, including Title Reports, Grant Deeds, 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 expenses incurred for Professional Services Expenses. The three-digit department number 210 refers to Engineering; 310 refers to Finance and Administration; 510 refers to the General District 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 for District projects unrelated to Capital Improvement Projects.
- 01-20-210-580032** **CIP Related Outside Engineering** — This section includes any contract engineering work performed by outside vendors on Capital Improvement Projects.
- 01-30-310-550061** **Media Outreach** — Expenses for additional outreach, including translation services, Facebook Post boosting, document templates, and printing costs through third-party vendors.
- 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 day-to-day and unforeseen legal matters. This section includes costs for general legal counseling as well as all the fees related to legal matters, including legal fees, court fees, and other expenses of a lawyer. General legal 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 Administration and General District expenses. This section of the General Ledger includes expenses incurred for Professional Expenses related to Finance and Administration that are not included in the Professional Services Expenses above.*

- 01-30-310-500105 Labor** — Wage expenses for this department.
- 01-30-310-500109 FSLA Overtime** — Overtime expense for nonexempt applicable incentive payments, in addition to base pay when computing overtime, under FSLA
- 01-30-310-500110 Overtime** — Overtime expenses for this department.
- 01-30-310-500111 Double Time** — Double-time expenses for this department.
- 01-30-310-500114 Incentive Pay** — Expenses for approved Incentive Pay for employees in 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 measuring the District's Net Other Postemployment Benefits (OPEB) Liability.
- 01-30-310-500165 Uniforms and Employee Benefits** — Cost of uniforms and personal protective equipment for employees in this department.
- 01-30-310-500175 Training/Education/Mtgs/Travel** — Provides for personnel development costs, including attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars, and conferences, mileage/meal 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 benefits 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 and 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 that 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 that are deemed to be uncollectible.
- 01-30-310-560000** **GASB 68 Pension Expense** — Actuarially-determined annual expense associated with measuring 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.
- 01-30-320-500114**    **Incentive Pay** — Expenses for approved Incentive Pay for employees in 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 for employees in this department.
- 01-30-320-500175**    **Training/Education/Mtgs/Travel** — Provides for personnel development costs, including attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars, and conferences, mileage/meal 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/meal reimbursement for authorized employees.
- 01-30-320-500177**    **General Safety Training and Supplies** — Provides 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 to submit for awards that 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, catering services for District events, 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.
- 01-35-315-500114** **Incentive Pay** — Expenses for approved Incentive Pay for employees in 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 for employees in this department.
- 01-35-315-500175** **Training/Education/Mtgs/Travel** — Provides personnel development costs, including attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars, and conferences, mileage/meal 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 and benefits expenses for a Capital Improvement Project in this department.
- 01-35-315-501511** **Telephone/Internet Service** — Telephone, Internet, Backhaul, and communication costs throughout the District.
- 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 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), Associations and other Information technology related organizations.
- 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.
- 01-35-315-550058** **Cyber Security Liability Insurance** — Costs associated with Insurance Premiums for the District for Cyber Security Liability Insurance.
- 01-35-315-580016** **Computer Hardware** — Costs for general information technology hardware-related items such as cables, wire management, keyboards, mouse, and 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.
- 01-35-315-580027** **AMR/AMI Annual Support** — Costs for information technology-related support costs for the District's Automated Meter Reading/Advanced Metering Infrastructure system, infrastructure, and hosting fees.
- 01-35-315-580028** **Cybersecurity Software/Hardware** — Cost for hardware and software to support security operations concerning the District's Cybersecurity Program.
- 01-35-315-580030** **Repair/Purchase Radio Comm Equip** — Cost associated with the purchase and repair of District radio equipment.

**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.
- 01-40-410-500109** **FSLA Overtime** — Overtime expense for nonexempt applicable incentive payments, in addition to base pay when computing overtime, under FSLA
- 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 Memorandum of Understanding (MOU) between the District and hourly employees in this department.

- 01-40-410-500114 Incentive Pay** — Expenses for approved Incentive Pay for employees in this department.
- 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 for employees in this department.
- 01-40-410-500175 Training/Education/Mtgs/Travel** — Provides personnel development costs, including attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars, and conferences, mileage/meal 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 and benefits expenses for Capital Improvement Projects in this department.
- 01-40-410-500501 State Project Water Purchases** — Costs associated with the purchase of imported water from the San Geronio Pass Water Agency (SGPWA).
- 01-40-410-500511 Ground Water Purchases** — Costs associated with the purchase of groundwater rights from South Mesa Mutual, City of Banning, Yucaipa Valley Water District (YVWD), etc.
- 01-40-410-501101 Electricity — Wells** — Charges for power purchased from Southern California Edison to operate District facilities, including wells, boosters, 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 tools and 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.

- 01-40-410-530001** **Minor Capital Acquisitions** — Costs associated with all minor (non-project) purchases/capital acquisitions for this department.
- 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 and all permits and annual reports mandated by other Regulatory Agencies.
- 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.
- 01-40-440-500109** **FSLA Overtime** — Overtime expense for nonexempt applicable incentive payments, in addition to base pay when computing overtime, under FSLA
- 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 Memorandum of Understanding (MOU) between the District and hourly employees in this department.
- 01-40-440-500114** **Incentive Pay** — Expenses for approved Incentive Pay for employees in this department.
- 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 for employees in this department.
- 01-40-440-500175** **Training/Education/Mtgs/Travel** — Provides personnel development costs, including attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars, and conferences, mileage/meal reimbursement for employees in this department.
- 01-40-440-500178** **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 divisions of the Operations department.
- 01-40-440-500195** **CIP Related Labor** — Wage and benefits expenses for Capital Improvement Projects in this department.
- 01-40-440-510031** **Small Tools, Parts, and Maintenance** — Costs for minor repairs and small tools and 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.
- 01-40-440-530001** **Minor Capital Acquisitions** — Costs associated with all minor (non-project) purchases/capital acquisitions for this department.
- 01-40-440-540001** **Backflow Maintenance** — Costs associated with maintenance and repair of District-owned backflow devices and test equipment, including costs associated with backflow testing.
- 01-40-440-540024** **Inventory Adjustments** — Costs associated with a 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.
- 01-40-440-550051** **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 Memorandum of Understanding (MOU) between the District and hourly employees in this department.
- 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.
- 01-40-450-530001** **Minor Capital Acquisitions** — Costs associated with all minor (non-project) purchases/capital acquisitions for 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.
- 01-40-460-500109** **FSLA Overtime** — Overtime expense for nonexempt applicable incentive payments, in addition to base pay when computing overtime, under FSLA
- 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 Memorandum of Understanding (MOU) between the District and hourly employees in this department.
- 01-40-460-500114** **Incentive Pay** — Expenses for approved Incentive Pay for employees in this department.
- 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 for employees in this department.
- 01-40-460-500175** **Training/Education/Mtgs/Travel** — Provides personnel development costs, including attendance and/or participation of District approved training, educational forums, webinars, meetings, seminars, and conferences, mileage/meal 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 and benefits expenses for a Capital Improvement Project in this department.
- 01-40-460-530001**    **Minor Capital Acquisitions** — Costs associated with all minor (non-project) purchases/capital acquisitions for this department.

**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.
- 01-40-470-500109**    **FSLA Overtime** — Overtime expense for nonexempt applicable incentive payments, in addition to base pay when computing overtime, under FSLA
- 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 Memorandum of Understanding (MOU) between the District and hourly employees in this department.
- 01-40-470-500114**    **Incentive Pay** — Expenses for approved Incentive Pay for employees in this department.
- 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 a trash bin for the 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 the 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 repairs performed at the District Field Office, including routine maintenance to the 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 repairs 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 repairs 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.
- 01-40-470-520061 Maintenance and Repair — Paving (City of Beaumont)** – Costs associated with road repairs and paving within the City of Beaumont conducted by outside contractors.
- 01-40-470-530001 Minor Capital Acquisitions** — Costs associated with all minor (non-project) purchases/capital acquisitions for this department.

- 01-40-470-540030** **Landscape Maintenance** — Landscape maintenance is performed at the various District facilities.
- 01-40-470-540052** **Encroachment Permits** — Costs associated with encroachment permit deposits and fees.
- 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.
- 01-50-510-500112** **Stipend – Association Meeting Attendance** — Expenses for Employees Association Representative attendance at Personnel Meetings or Regular/Special Board meetings with Personnel items on the Agenda defined by the Memorandum of Understanding (MOU) between the District and hourly employees.
- 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 tools and 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 that 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.

**ACRONYMS, ABBREVIATIONS, AND GLOSSARY OF TERMS**



## ACRONYMS AND ABBREVIATIONS

A/C	Air Conditioner
ACFR	Annual Comprehensive Financial Report
ACWA	Association of California Water Agencies
AF	Acre-Foot or Acre-Feet
AF-shares	Acre-Feet Shares
AFY	Acre-Feet per Year
AMR/AMI	Automated Meter Reading/Advanced Metering Infrastructure
ARPA	American Rescue Plan Act
AWWA	American Water Works Association
BBWM	Beaumont Basin Watermaster
BCVWD	Beaumont-Cherry Valley Water District
BOD	Board of Directors
CalPERLA	California Public Employers Labor Relations Association
CalPERS	California Public Employees Retirement System
CCF	Centum (hundred) Cubic Feet
CEQA	California Environmental Quality Act
CERBT	California Employers' Retiree Benefit Trust
CIB	Capital Improvement Budget
CIP	Capital Improvement Project
CMTA	California Municipal Treasurers Association
COLA	Cost of Living Adjustment
CPR	Cardiopulmonary Resuscitation
CSDA	California Special Districts Association
CSMFO	California Society of Municipal Finance Officers
DCA	Delta Conveyance Authority
DCP	Delta Conveyance Project
DIP	Ductile Iron Pipe
EAP	Employee Assistance Program
EDU	Equivalent Dwelling Unit
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EOC	Engineering Operations Center
FICA	Federal Insurance Contributions Act
FSA	Flexible Spending Account
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographical Information System
GL	General Ledger
GM	General Manager
GPM	Gallons Per Minute
GPS	Global Positioning System
HP	Horse Power
HR	Human Resources
HRIS	Human Resources Information System

IT	Information Technology
LAFCO	Local Agency Formation Commission
LAIF	Local Agency Investment Fund
LF	Linear Feet
MAF	Million Acre Feet
MDP-Line 16	Master Drainage Plan Line 16 Storm Drain Project
MG	Million Gallons
MISAC	Municipal Information Systems Association of California
MOU	Memorandum of Understanding
MS-ISAC	Multi-State Information Sharing & Analysis Center
NCRF	Noble Creek Recharge Facility
NEPA	National Environmental Policy Act
NFPA	National Fire Protection Act
NPDES	National Pollutant Discharge Elimination System
NPL	Net Pension Liability
OPEB	Other Post-Employment Benefits
OSHA	Occupational Safety and Health Administration
PEPRA	Public Employees' Pension Reform Act
RCFC&WCD	Riverside County Flood Control and Water Conservation District
RWQCB	Regional Water Quality Control Board
SAWPA	Santa Ana Watershed Project Authority
SB	Senate Bill
SCADA	Supervisory Control and Data Acquisition
SCE	Southern California Edison
SDLF	Special District Leadership Foundation
SGPWA	San Geronio Pass Water Agency
SHRM	Society for Human Resource Management
SPA	Sites Project Authority
SQL	Structured Query Language
SWP	State Water Project
SWRCB	State Water Resources Control Board
TDH	Total Dynamic Head
UAL	Unfunded Accrued Liability
USA	Underground Service Alert
USACE	U.S. Army Corps of Engineers
WCD	Water Conservation District
WSCP	Water Shortage Contingency Plan
WWTP	Wastewater Treatment Plant
YVWD	Yucaipa Valley Water District



## GLOSSARY

**Account** – A systematic arrangement showing the effect of a business transaction. A separate account exists for each asset, liability, equity, revenue, and expense.

**Accrual Basis of Accounting** – The method of recording financial transactions in the accounting period in which revenues are earned, and expenses are incurred, rather than only after cash is received or paid.

**Acre-Feet** – The volume of water that would cover one acre to a depth of one foot. Equal to 325,851 gallons or 43,560 cubic feet of water.

**Adoption** – Formal action by the Board of Directors.

**Amortization** – The paying off of debt in regular installments over a period of time.

**Annual Comprehensive Financial Report** – The official annual report, including financial statements, statistical information, and extensive narration, which goes beyond the minimum financial reporting.

**Appropriation** – The act of setting aside money for a specific purpose.

**Assets** – Resources owned or held by an entity that has a monetary value.

**AutoCAD** – Automated Computer-Aided Design and Drafting.

**Backhaul** – Network Communications between District Sites.

**Balanced Budget** – A budget for which expenditures are equal to revenue.

**Budget** – The District's financial plan balances proposed expenses for a certain period to the expected revenue for that same period. The current budget period is for one calendar year.

**Capital Expenses** – Expenses that result in the acquisition of, or in addition to, fixed assets, including land, buildings, improvements, machinery, and equipment.

**Capital Improvement Project** – An addition of a new pipeline or facility, a renovation or major maintenance to existing facilities, a significant landscape improvement, land, or a one-time major equipment purchase.

**Centum Cubic Feet (hundred)** – Unit of measure of water volume equivalent to 748 gallons or 1/435.6 acre-feet. More commonly referred to as one hundred cubic feet.

**Debt** – The repayment cost of the principal and interest on long-term debt, usually stated in annual terms and based on an amortization schedule.

**Depreciation** – A portion of the cost of fixed assets that are charged as an expense during a year, representing an estimate of the value of the asset used up during that year as a result of wear, deterioration, obsolescence, or action of the physical elements. Although reported in the budget, this is a non-cash transaction.

**Enterprise Fund** – A fund that accounts for the financing of a self-supporting enterprise for which a fee is charged to external users for goods or services.

**Equivalent Dwelling Unit** – A standard unit of measurement of water discharged into the sewer collection and treatment system equal to the average discharge from a detached single-family unit.

**Expenses** – An outflow of assets, not necessarily in cash, in exchange for materials or services received for the ordinary course of business.

**Fiscal Year** – A twelve-month period of time to which the annual budget applies and, at the end of which, an entity determines its financial position and the results of its operations, in this case, from January 1 to December 31.

**Fixed Asset** – A tangible item that provides a benefit over more than one year, such as property, plant, and equipment.

**Fund Balance/Net Position** – The difference between a particular fund's assets and liabilities at any given time.

**Generally Accepted Accounting Principles** – The uniform accounting principles, standards, and procedures for presenting financial reports. For local governments, GAAP is set by the Government Accounting Standards Board.

**Geographical Information System** – An information system integrating maps with electronic data.

**Internal Service Funds** - Accounts for activities providing other funds, goods, and services.

**Operating Expenses** – All costs associated with doing the day-to-day business of the District which are not considered capital improvements or debt repayments.

**Operating Revenue** – All revenue associated with doing the day-to-day business of the District.

**Projected** – An estimate of revenues and/or expenses based on past trends, the present economic situation, and future financial forecasts.

**Proprietary Fund Accounting** - Create a record and account for transactions in government-related activities.

**Ratify** – Formally approve.

**Resolution** – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

**Southern California Edison** – The primary electricity supply company for much of Southern California.

**State Water Resources Control Board** – An oversight board for the California Environmental Protection Agency.

## Capital Improvements



## Capital Improvement Budget

### What are Capital Improvements?

Capital improvement planning helps bridge the gap between CIB planning and the budget processes. It allows the District to plan for the future based on specific goals and resources. Capital improvements include the purchase, construction, replacement, addition, or major repair and rehabilitation of District facilities, infrastructure, and equipment. The selection and evaluation of capital projects involve 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 included in an annual operating budget. The District considers vehicles and heavy equipment capital projects for financial planning.

### Ten-Year Capital Improvement Plan

In March 2017, the Board of Directors adopted the 2017-2026 Ten-Year Capital Improvement Plan (CIP); the CIP is updated annually. 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) and the timing and method of financing those capital needs. Like other water agencies across California, the District handle population growth, aging infrastructure, climate change and environmental mandates, and an influx of new technologies. The tasks of upgrading infrastructure are complex and essential to meet customer needs. Water meters, for example, must become intuitive, and two-way communication devices and wells need to be built with next-generation computers to maximize pumping efficiencies and provide added security.

Many of these enhancements and upgrades are costly but necessary. The design of a CIP reflects the District's will to build, maintain, and manage assets needed to produce, treat, and distribute water while keeping costs to customers down. 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.

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, qualifying them as capital assets per the District's capitalization policy. 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 six distinct improvement groups: Potable Infrastructure Projects, Non-Potable Infrastructure Projects, Potable Pipeline Projects Funded with Capacity Charges, Potable Pipeline Replacement Projects Funded with Capital Replacement Reserves, and Capital Assets with acquisitions such as IT replacements and upgrades and vehicle replacements, and Potable Pipelines Built By and Donated By Developers. Projects in the CIP that have high costs may require using reserves, low-interest loans, or bond debt to finance their expenses.

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, with revisions made periodically due to the dynamic nature of the CIP. The CIB is separated into the following eight project types: Potable Infrastructure Projects, Potable Pipeline Replacements, IT Network Infrastructure Projects, IT SCADA/AMR Infrastructure Projects, IT/Field Operations/Administration Projects, Vehicles & Equipment, Non-Potable Infrastructure Projects, and Non-Potable Pipeline Projects. Additionally, because of inflationary adjustments to these projects, a project initially budgeted for in one year but not completed in that year may have a higher total cost than in the previous CIB. Similarly, as the CIP is reviewed and specific projects are moved back or forward in time, the total project costs may change due to inflationary adjustments. Appendix C shows the years 2023 through 2027. The emphasis is on the 2023



budget year, as this is the spending plan for the upcoming year. Of the ten years 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 projects of \$250,000 or more are scheduled to begin or continue (carryover) in 2023 and are described in detail below, with the total estimated project costs in 2023 dollars stated in parentheses.



## Capital Improvement Project Summaries

### Potable Infrastructure Projects

- EOC-001      BCVWD EOC Staffing and Space Requirements (\$20,643,700)**  
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 (\$1,024,100)**  
In coordination with the ongoing improvements to the District's safety plan, District staff has identified areas of vulnerability in assessing responses to emergency situations and has identified the purchase of certain equipment such as backup generators and an emergency communications system, as necessary.
- WR-SITES-Reser      Investment in Sites Reservoir Project (\$31,167,500)**  
The revised total 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 "shares" or AF of supply participation during the planning phase of this project.
- BP-2750-0001      2750 Zone to 2850 Zone Booster Pump Station (\$3,986,100)**  
Remove existing 2750 to 3040 Zone "can" booster pumps 21A, 21B, and engine-driven pump 21C. Retain existing "cans." Install 3 new pumps: 1 @ 750 gpm, 130 ft TDH, 40 HP and 2 @ 2250 gpm, 130 ft TDH, 100 HP. The existing booster pump station will be converted to new 2750 to 2850 Zone.
- TM-2750-0001      Cherry Reservoir 1 & 2 Exterior Recoat and Retrofit (\$750,800)**  
Removal of exterior paint coating and repainting of the exterior of Cherry I and Cherry II, 1 MG potable water storage tank. This project was approved to begin in 2022 and updated to carry over into 2023.
- W-2750-0001      Replacement for Well 2 (\$6,545,800)**  
Drill and outfit new Beaumont Basin deep well to replace Well 2 on the existing Well 2 site at 12th and Michigan St., 2000 gpm, 700 ft TDH, 500 HP. This project commenced in 2017 and is ongoing.
- W-2750-0002      2750 Zone Well in Noble Creek Regional Park (\$7,659,800)**  
Drill and outfit new Beaumont Basin deep well in the southwest corner of Noble Creek Regional Park, 2000 gpm, 700 ft TDH, 500 HP. This project commenced in 2017 and is ongoing.
- W-2750-0005      Replace 2750 Zone Well 1 (\$4,578,000)**  
Drill and outfit new Beaumont Basin deep well to replace Well 1 on the existing Well 1 site at 12<sup>th</sup> and Palm, 2000 gpm, 700 ft TDH, 500 HP. This project commenced in 2017 and is ongoing.

- BP-2850-0001 2850 Zone to 3040 Zone Booster Pump Station\_0001 (\$4,325,600)**  
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. This project was approved to begin in 2022 and updated to carry over into 2023.
- TM-2850-0001 Vineland 1 Exterior Recoat and Retrofit (\$310,300)**  
Removal of exterior paint coating and repainting of the exterior of Vineland I, a 1 MG potable water storage tank. This project was approved to begin in 2022 and updated to carry over into 2023.
- W-2850-0001 New Beaumont Basin Well on Pardee Sundance Site (\$7,659,800)**  
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.
- BP-3040-0001 3040 to 3330 Booster Pump Station at Noble Tank\_0001 (\$2,440,800)**  
Install 2 pumps , 500 gpm @ 320 ft TDH, 60HP, and construct permanent pumping station for existing Noble Booster. Provide space for 4 pumps ultimate. Relocate existing 500 gpm @ 310 ft TDH, 60HP into new pump station building. Construct on District-owned land.
- T-3040-0001 2 MG 3040 Zone Tank (\$4,301,800) and Pressure Zone Pipeline (\$1,390,900)**  
Construct an additional 2 MG steel tank adjacent to the existing 1 MG Noble (3040) Zone Tank on District Property and construct a new transmission main to connect into the 3040 Zone. This project commenced in 2017 and is ongoing and was awarded grant funding in 2022.
- TM-3040-0001 Highland Springs Reservoir Recoat and Retrofit (\$435,700)**  
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-3330-0001 Lower Edgar Reservoir Recoat and Retrofit (\$847,300)**  
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. This project was approved to begin in 2022 and updated to carry over into 2023.
- WR Grand Avenue Storm Drain (\$5,804,200)**  
Partially grant-funded project to construct interceptor storm drain in Grand Ave from Bellflower Ave. to the District's Noble Creek Recharge Facility-Phase II to intercept relatively clean runoff. Watershed area = 505 acres, for 10 years approx. 380 cfs.

*Potable Pipeline Replacements*

- P-2750-0056 11th Street, Beaumont Avenue to Elm Avenue (\$1,421,300)**  
Abandon and replace 1,950 linear feet (LF) of 8" diameter of 11<sup>th</sup> Street pipeline from Beaumont Avenue to Elm Avenue. This project was approved to begin in 2022 and updated to carry over into 2023.
- P-2750-0092 Michigan Avenue, 5th Street to 6th Street (\$386,300)**  
Abandon and replace 530 LF of 8" diameter of Michigan Avenue pipeline from 5th Street to 6th Street. This project was approved to begin in 2022 and updated to carry over into 2023.



- P-2750-0095 American Avenue, 6th Street to 8th Street (\$844,500)**  
Abandon and replace approximately 1,200 LF of existing 6" steel pipeline with 8" ductile iron pipe (DIP), as well as the replacement of approximately 19 service laterals, the reconnection of two (2) existing fire hydrants to the proposed waterline, and one (1) new fire hydrant.
- P-2750-0096 2022-2023 Service Replacements Project (\$672,700)**  
Abandon and replace approximately 117 water services of various materials with copper services.
- P-2750-0097 5<sup>th</sup> Street, California Avenue to Michigan Avenue (\$1,800,700)**  
Abandon and replace approximately 3,900 LF of existing 10" steel pipeline with 12" ductile iron pipe (DIP), as well as the replacement of 31 service laterals and the reconnection of seven (7) existing fire hydrants to the proposed waterline.
- P-3040-0023, 0024, 0025, 0026, P-3330-0003, P-3620-0009 2020-2021 Replacement Pipelines (\$1,569,500)**  
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-3040-0027 Grand Ave., Jonathon Ave. to Bellflower 12 in (\$1,072,100)**  
Install approximately 2,320 LF of existing variable diameter aging pipelines with 12" ductile iron pipe (DIP) within Grand Ave., from Jonathon Ave. to Bellflower Ave.
- 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 (\$2,171,900)**  
Install 3,000 LF of 20" (or appropriately sized diameter) of "B" Line Upper Edgar to upper end of 20" DIP and from lower end 20" DIP to Balance Line in Edgar Canyon. This project was approved to begin in 2021 and updated to carry over into 2023.
- P-3620-0012 Ave Altejo Bella, Ave Miravilla to end of cul-de-sac (\$591,900)**  
Replacement of approximately 970 LF of 8" steel with approximately 2,200 LF of new 8" DIP pipeline, in Avenida Altejo Bella from Avenida Miravilla to the end of the cul-de-sac. This project commenced in 2017 and, as of the preparation of this report, near completion.
- P-3620-0015 Appletree Ln, "B" Line to Oak Glen Rd (\$821,700)**  
Replacement of approximately 2,170 LF of 8" steel with an 8" DIP pipeline, in Appletree Lane, from "B" Line to Oak Glen Road. This project commenced in 2017 and is ongoing.

Significant equipment and vehicle purchases over \$50,000 and scheduled to commence or continue (carryover) in 2023 are described 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's main office in the event of a power failure for the period between when the power failure occurs, and the building backup generator comes online.

**IT-NETW-0013 Servers and Related Equipment (4 per year, 3-year life, \$15K per server) (\$60,000)**

This is an ongoing CIP project designed to replace older server and appliance equipment critical that power critical systems in the District.

*IT SCADA Infrastructure*

**IT-SCAD-0001 SCADA Improvement Project (\$3,203,400)**

Replace the existing SCADA system with a more modern platform that would enable District staff to utilize mobile devices, would replace outdated system components, and would replace the backhaul connectivity and devices throughout the District to improve communication and monitor system devices. This project was initially approved to commence in 2021 and has since been reconciled with IT-SCAD-0002 and IT-SCAD-0003 to form one project. Grant funding of \$1,500,000 has been requested, and the project schedule is dependent on receiving said grant funding.

**IT-SCAD-0004 AMR/AMI Deployment Project (\$5,704,300)**

This partially grant-funded project will retrofit the District's older water meters and build new meters with current automatic read technology. The new meters will improve the productivity of 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 scan, upload and store documents from various sources and provide a search option for document retrieval to manage and locate files efficiently.

*Vehicles and Equipment*

**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. This project was approved to begin in 2022 and updated to carry over into 2023.

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

Purchase a replacement for unit #8, a Freightliner Diesel. This project was approved to begin in 2022 and updated to carry over into 2023.

**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 projects of \$500,000 or more scheduled to commence or continue (carryover) in 2023 are described in detail below, with the total estimated project costs in 2023 dollars stated in parentheses.

*Non-Potable Infrastructure Projects*

**NEO-0000-0001 Recycled Water Conversion and Implementation (\$736,500)**

Conduct site mapping and inspection, shutdown testing, preparation and completion of the District's Non-Potable Master Plan, end user permitting, and other costs as necessary in preparation of receiving and distributing Recycled Water.

**NT-2400-0001 100,000 Gallon 2400 PZ Non-Potable Tank (\$270,000)**

100,000 Gallon 2400 PZ NPW Tank located near 2370 Potable Tank Site at Fairway Canyon. Construct with Extraction wells (NW-2400-0001, NW-2400-0002)..

**NR-2600-0002 2600 Zone Non-Potable Regulation and Metering Station\_0002 (\$365,600)**

Non-potable Water Pressure Regulating Station 2600 Zone to 2400 Zone at Palmer Ave. and Armour Ave. Install flow meter to measure flow to 2400 Zone.

**NR-2800-0001 2800 Zone Non-Potable Regulation and Metering Station\_0001 (\$812,500)**

Non-potable Water Pressure Regulating Station 2800 Zone to 2600 Zone located near Deodar Drive northeast of the non-potable waterline under the 1-10 freeway. Install a flow meter to measure flow to 2600 Zone.

**NR-2800-0002 2800 Zone Non-Potable Regulation and Metering Station\_0002 (\$812,500)**

Non-potable Water Pressure Regulating Station 2800 Zone to 2600 Zone near the intersection (NE Corner) of 4th St & Potrero Blvd. Install a flow meter to measure flow to 2600 Zone.

**NT-2800-0001 2 MG 2800 PZ Non-Potable Tank (\$3,900,000)**

Construction of a second 2 MG 2800 PZ NPW Tank located within the northern area of Noble Creek Recharge Facility Phase II. Construct with Booster Pump (NBP-2800-0001).

*Non-Potable Pipeline Projects*

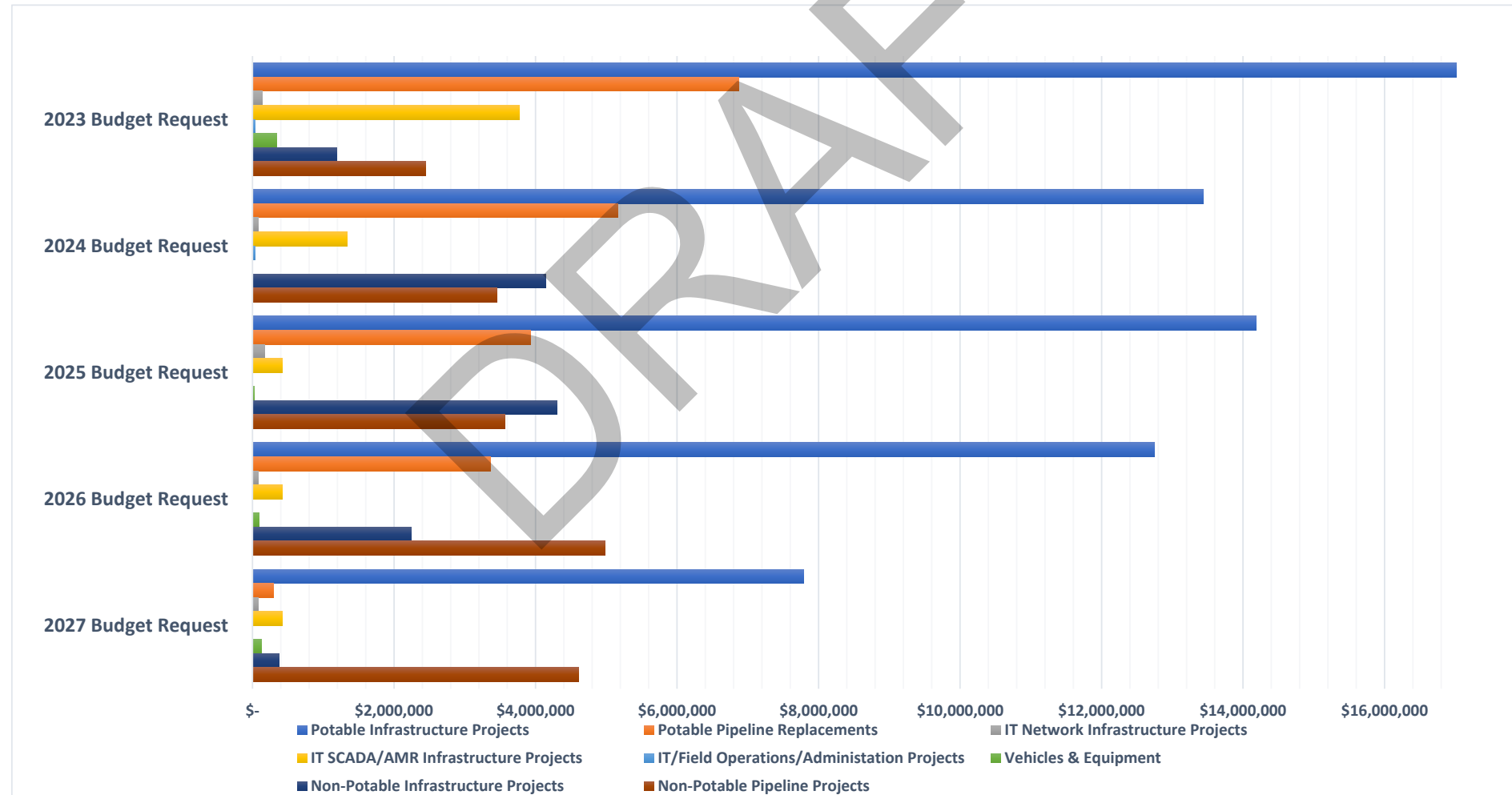
**NP-2600-0001 Oak Valley Parkway, from the westerly end of the existing 24" waterline, west to the existing City of Beaumont Lift station/ Tukwet Canyon Golf Course maintenance yard (\$789,900)**

**NP-2600-0002 Oak Valley Parkway, from the west end of NP-2600-0001, west to the existing 16" waterline in Tukwet Canyon Parkway (\$1,663,000)**



**Beaumont-Cherry Valley Water District  
2023-2027 Capital Improvement Budget  
Appendix A  
2023 - 2027 Capital Improvement Budget Summary by Type**

Capital Improvement Program	Footnotes	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	2027 Budget Request	5-Year Budget Total
Potable Infrastructure Projects		\$ 17,414,500	\$ 13,439,400	\$ 14,189,100	\$ 12,745,100	\$ 7,784,500	\$ 65,572,600
Potable Pipeline Replacements		6,868,700	5,158,500	3,931,700	3,363,600	293,500	19,616,000
IT Network Infrastructure Projects		133,600	82,500	167,500	82,500	82,500	548,600
IT SCADA/AMR Infrastructure Projects		3,771,200	1,335,900	425,200	425,200	425,200	6,382,700
IT/Field Operations/Administration Projects		41,100	41,100	7,900	-	-	90,100
Vehicles & Equipment		347,100	-	19,800	93,200	131,600	591,700
Non-Potable Infrastructure Projects		1,191,500	4,145,200	4,303,300	2,240,000	374,300	12,254,300
Non-Potable Pipeline Projects		2,452,200	3,457,400	3,564,400	4,979,600	4,610,400	19,064,000
<b>Total</b>		<b>\$ 32,219,900</b>	<b>\$ 27,660,000</b>	<b>\$ 26,608,900</b>	<b>\$ 23,929,200</b>	<b>\$ 13,702,000</b>	<b>\$ 124,120,000</b>



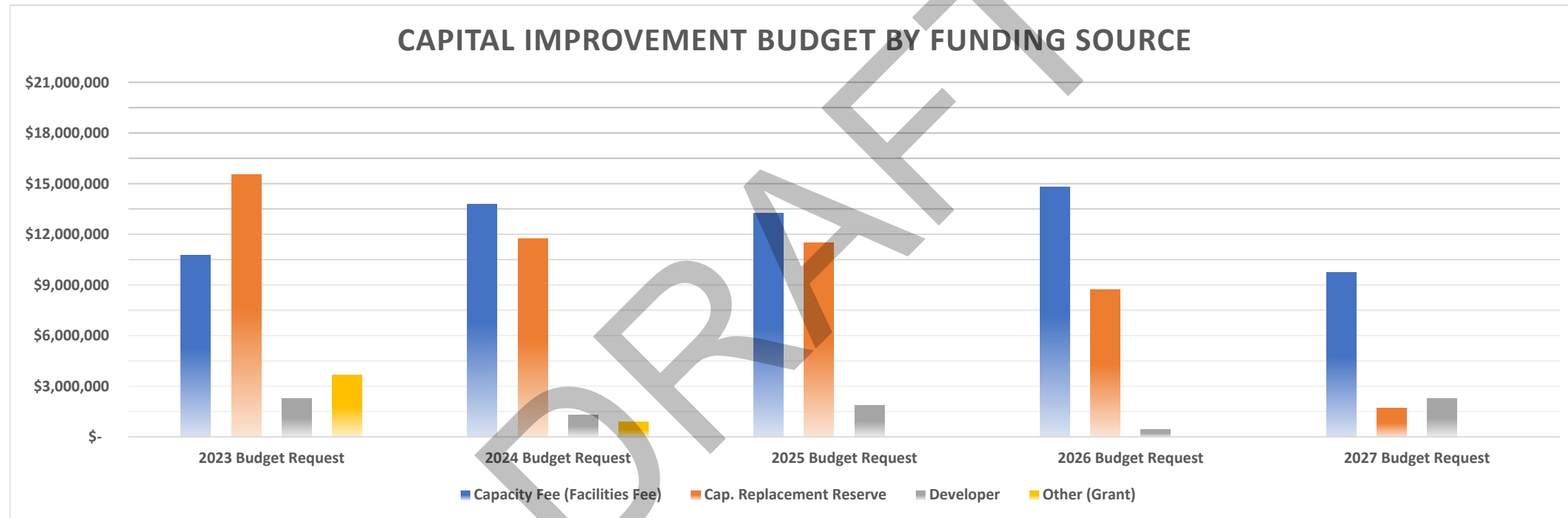
**Footnotes**  
General



**Beaumont-Cherry Valley Water District**  
**2023-2027 Capital Improvement Budget**  
**Appendix B**  
**2023 - 2027 Capital Improvement Budget by Funding Source**

**DRAFT**

Funding Source	Footnotes	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	2027 Budget Request	5-Year Budget Total
Capacity Fee (Facilities Fee)		\$ 10,743,400	\$ 13,793,300	\$ 13,252,600	\$ 14,792,100	\$ 9,744,500	\$ 62,325,900
Cap. Replacement Reserve		15,543,600	11,720,500	11,472,200	8,711,900	1,689,800	49,138,000
Developer	(1)	2,264,300	1,279,400	1,884,100	425,200	2,267,700	8,120,700
Other (Grant)		3,668,600	866,800	-	-	-	4,535,400
<b>Total</b>		<b>\$ 32,219,900</b>	<b>\$ 27,660,000</b>	<b>\$ 26,608,900</b>	<b>\$ 23,929,200</b>	<b>\$ 13,702,000</b>	<b>\$ 124,120,000</b>



Footnotes
General



**Beaumont-Cherry Valley Water District**  
**2023-2027 Capital Improvement Budget**  
**Appendix C**  
**2023 - 2027 Capital Improvement Budget Detail**

Engineering Project	Footnotes	Project Begin Year	Capital Improvement Program	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	2027 Budget Request	5-Year Budget Total
<b>Potable Infrastructure Projects</b>									
EOC-001	(1)*	2020	BCVWD EOC Staffing and Space Requirements	\$ 1,135,000	\$ 760,000	\$ -	\$ -	\$ -	\$ 1,895,000
DPX-001	(1)	2020	Disaster Preparedness Equipment	466,100	233,100	233,100	-	-	932,300
WR-SITES-Reser	(1)	2017	Investment in Sites Reservoir Project	93,700	519,600	866,100	1,039,300	1,385,700	3,904,400
	(1)	2020	2020 Capacity Charge Study	-	-	-	-	-	-
	(1)	2019	Climate Control for High Horsepower Electrical Buildings	56,700	-	-	-	-	56,700
	(1)	2019	Arc Flash Study & Improvement Project	66,500	-	-	-	-	66,500
M-0000-0002	(1)	2017	Chlorination Retrofit At Misc. Wells (6 Well Sites)	97,500	-	-	-	-	97,500
PR-2650-0001		2027	2650 to 2520 Zone Pressure Regulator on Champions Dr._0001	-	-	-	-	121,100	121,100
W-2650-0001		2027	New 2650 Zone Well_0001	-	-	-	-	2,604,500	2,604,500
BP-2750-0001	(3)	2023	2750 Zone to 2850 Zone Booster Pump Station	300,000	953,200	1,495,100	1,630,100	-	4,378,400
M-2750-0001		2017	2850/2750 Pressure Reducing Station & Piping (Cherry Reservoir)	-	-	65,100	-	-	65,100
TM-2750-0001	(2)	2022	Cherry Reservoir 1 & 2 Exterior Recoat and Retrofit	724,400	-	-	-	-	724,400
W-2750-0001	(1)	2017	Replacement for Well 2	1,500,000	1,299,700	2,056,000	2,275,800	-	7,131,500
W-2750-0002	(1)	2017	2750 Zone Well in Noble Creek Regional Park	100,000	1,500,000	3,266,200	3,524,900	-	8,391,100
W-2750-0005	(1)	2017	Replace 2750 Zone Well 1	1,807,900	713,900	1,145,000	1,298,000	-	4,964,800
BP-2850-0001	(2)	2023	2850 Zone to 3040 Zone Booster Pump Station_0001	430,100	2,004,100	2,145,200	-	-	4,579,400
TM-2850-0001	(2)	2022	Vineland 1 Exterior Recoat and Retrofit	310,300	-	-	-	-	310,300
W-2850-0001	(3)	2023	New Beaumont Basin Well on Pardee Sundance Site	1,750,000	1,533,200	2,425,100	2,683,800	-	8,392,100
WT-2850-001		2027	Well Head Treatment Plant Well 25 Cr VI	-	-	-	-	619,100	619,100
BP-3040-0001	(3)	2023	3040 to 3330 Booster Pump Station at Noble Tank_0001	244,100	400,000	-	-	2,122,300	2,766,400
M-3040-0002	(1)	2017	Noble Booster Pump and Motor(Spare Pump & Motor)	27,400	-	-	-	-	27,400
T-3040-0001 Tank	(1)	2017	2 MG 3040 Zone Tank_0001	3,418,600	731,200	-	-	-	4,149,800
T-3040-0001 PZ									
Pipeline	(1)	2017	Pressure Zone Pipeline	1,936,100	414,100	-	-	-	2,350,200
TM-3040-0001	(1)	2022	Highland Springs Reservoir Recoat & Retrofit	70,000	94,900	299,000	-	-	463,900
PR-3330-0001		2024	3330 to 3150 Lower Mesa, Noble Regulator	-	88,100	-	-	-	88,100
TM-3330-0001	(2)	2022	Lower Edgar Reservoir Recoat & Retrofit	817,000	-	-	-	-	817,000
PR-3620-0001	(1)	2022	3620 to 3330 Fisher Pressure Regulator_0001	-	-	193,200	-	-	193,200
BP-HS-0001		2026	Add 3rd Booster Pump and Fire Pump at HS Hydropneumatic	-	-	-	293,200	-	293,200
WR		2027	Improvements to Eighth St., Cherry and Starlight Basins	-	-	-	-	738,200	738,200
WR		2027	Marshall Creek Stormwater Capture	-	-	-	-	96,800	96,800
WR		2027	Beaumont Ave and Brookside Ave Stormwater Metering	-	-	-	-	96,800	96,800
WR	(2)	2017	Grand Avenue Storm Drain (MDP Line 16)	2,063,100	2,194,300	-	-	-	4,257,400
<b>Total Potable Infrastructure Projects</b>				<b>17,414,500</b>	<b>13,439,400</b>	<b>14,189,100</b>	<b>12,745,100</b>	<b>7,784,500</b>	<b>65,572,600</b>



**Beaumont-Cherry Valley Water District**  
**2023-2027 Capital Improvement Budget**  
**Appendix C**  
**2023 - 2027 Capital Improvement Budget Detail**

Engineering Project	Footnotes	Project Begin Year	Capital Improvement Program	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	2027 Budget Request	5-Year Budget Total
<b>Potable Pipeline Replacements</b>									
P-2750-0025		2024	Maple Ave., 1st St to 3rd St	-	66,500	276,800	-	-	343,300
P-2750-0035		2025	Allegheny St., 6th to 8th	-	-	50,300	209,400	-	259,700
P-2750-0045		2025	7th St., California Ave. to Beaumont Ave.	-	-	107,300	446,400	-	553,700
P-2750-0049		2025	10th St., Palm Ave. to Michigan Ave.	-	-	53,400	222,300	-	275,700
P-2750-0050		2025	Orange Ave., 8th St to 10th st	-	-	129,800	540,000	-	669,800
P-2750-0056	(2)	2022	11th Street, Beaumont Avenue to Elm Avenue	275,500	1,145,800	-	-	-	1,421,300
P-2750-0057		2025	Magnolia Ave., 7th to 8th	-	-	39,200	163,200	-	202,400
P-2750-0058		2025	Wellwood Ave., B St north to end	-	-	10,700	44,700	-	55,400
P-2750-0066		2024	Egan Ave.-Wellwood Ave. Alley, 5th to 8th St	-	88,500	368,000	-	-	456,500
P-2750-0067		2024	Elm Ave.-Wellwood Ave. Alley, 7th St. to 5th St.	-	37,200	154,600	-	-	191,800
P-2750-0068		2024	Elm Ave., 6th to 7th	-	23,400	97,300	-	-	120,700
P-2750-0069	(1)	2017	Egan Ave-California Ave. Alley, 5th to 7th	-	-	173,500	-	-	173,500
P-2750-0070		2026	Twelfth St., Michigan Ave. to Pennsylvania Ave.	-	-	-	70,600	293,500	364,100
P-2750-0087		2025	Beaumont 5th to 6th (Abandon pipeline)	-	-	44,500	-	-	44,500
P-2750-0092	(2)	2022	Michigan Avenue, 5th Street to 6th Street	74,900	311,400	-	-	-	386,300
P-2750-0095	(2)	2022	American Avenue, 6th Street to 8th Street	818,500	-	-	-	-	818,500
P-2750-0096	(2)	2022	2022-2023 Service Replacements	652,000	-	-	-	-	652,000
P-2750-0097	(2)	2022	5th Street, California Avenue to Michigan Avenue	1,745,200	-	-	-	-	1,745,200
P-3040-0007		2025	Lincoln St. Cherry Ave to Jonathan Ave	-	-	95,100	395,500	-	490,600
P-3040-0010		2025	Jonathan Ave., Brookside Ave. to Dutton St.	-	-	305,700	1,271,500	-	1,577,200
P-3040-0019	(2)	2022	Pipeline 6A (Portion of P-3040-0019)	46,200	-	-	-	-	46,200
P-3040-0019a	(2)	2022	Pipeline 8 (Noble St. to El Monte)	86,500	-	-	-	-	86,500
P-3040-0023,24,25,26									
P-3330-0003									
P-3620-0009	(2)	2020	2020-2021 Replacement Pipelines	285,700	1,333,800	-	-	-	1,619,500
P-3040-0027	(4)	2021	Grand Ave., Jonathon Ave. to Bellflower; Cherry Valley Blvd. Bellflower to HS Village 12 in	-	1,112,500	-	-	-	1,112,500
P-3040-0027	(2)	2022	Pipeline 7 (Portion of P-3040-0027)	155,100	-	-	-	-	155,100
P-3620-0001	(2)	2021	"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	1,688,500	552,400	-	-	-	2,240,900
P-3620-0002		2024	"A" Line Upper Edgar to split at Apple Tree Lane Tract	-	487,000	2,025,500	-	-	2,512,500
P-3620-0012	(2)	2017	Ave Altejo Bella, Ave Miravilla to end of cul-de-sac	278,000	-	-	-	-	278,000
P-3620-0015	(2)	2017	Appletree Ln, B line to Oak Glen Rd	762,600	-	-	-	-	762,600
<b>Total Potable Pipeline Replacements</b>				<b>6,868,700</b>	<b>5,158,500</b>	<b>3,931,700</b>	<b>3,363,600</b>	<b>293,500</b>	<b>19,616,000</b>





**Beaumont-Cherry Valley Water District**  
**2023-2027 Capital Improvement Budget**  
**Appendix C**  
**2023 - 2027 Capital Improvement Budget Detail**

Engineering Project	Footnotes	Project Begin Year	Capital Improvement Program	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	2027 Budget Request	5-Year Budget Total
<b>IT Network Infrastructure Projects</b>									
IT-NETW-0006	(1),(5)	Ongoing	Workstation Replacement project	22,700	22,500	22,500	22,500	22,500	112,700
IT-NETW-0011	(1)	Ongoing	Server Room Uninterrupted Power Source	50,900	-	-	-	-	50,900
IT-NETW-0013	(1)	Ongoing	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		2025	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>133,600</b>	<b>82,500</b>	<b>167,500</b>	<b>82,500</b>	<b>82,500</b>	<b>548,600</b>
<b>IT SCADA/AMR Infrastructure Projects</b>									
IT-SCAD-0001	(5)	2023	SCADA Improvement Project	2,562,700	640,700	-	-	-	3,203,400
IT-SCAD-0002	(5)	N/A	Wonderware SCADA Phase 2 Project	(268,500)	-	-	-	-	(268,500)
IT-SCAD-0003	(5)	N/A	Wonderware SCADA Phase 3 Project	(153,700)	-	-	-	-	(153,700)
IT-SCAD-0007		2024	Back- End SCADA Software and Equipment	-	270,000	-	-	-	270,000
IT-AMR-0001		2019	AMR / AMI Deployment Project	1,205,500	-	-	-	-	1,205,500
IT-AMR-0002		Ongoing	New Development Meters	425,200	425,200	425,200	425,200	425,200	2,126,000
<b>Total IT SCADA/AMR Infrastructure Projects</b>				<b>3,771,200</b>	<b>1,335,900</b>	<b>425,200</b>	<b>425,200</b>	<b>425,200</b>	<b>6,382,700</b>
<b>IT/Field Operations/Administration Projects</b>									
IT-ADMN-0001		2017	Laser-Fishe Digitized Fileroom Project	33,200	33,200	-	-	-	66,400
IT-ADMN-0003		2018	Front Office Space Reconfiguration & Furniture Replacement	7,900	7,900	7,900	-	-	23,700
<b>Total IT Field Operations/Administration Projects</b>				<b>41,100</b>	<b>41,100</b>	<b>7,900</b>	<b>-</b>	<b>-</b>	<b>90,100</b>
<b>Vehicles &amp; Equipment</b>									
VE-TRUK-0002		2026	2018 Ford F150 Reg Cab (Oct, 2017) Unit #34	-	-	-	21,800	-	21,800
VE-TRUK-0003		2027	2018 Ford F-150 Reg Cab (Sept, 2018) Unit #35	-	-	-	-	26,000	26,000
VE-TRUK-0004		2026	2018 Ford F250 Reg Cab 4 X 4 (Aug, 2017) Unit #33	-	-	-	33,200	-	33,200
VE-TRUK-0005		2026	2018 Ford F250 Reg Cab 4 X 4 (Aug, 2017) Unit #32	-	-	-	38,200	-	38,200
VE-TRUK-0006		2027	2018 Ford F-150 Reg Cab (Sept, 2018) Unit #36	-	-	-	-	26,000	26,000
VE-TRUK-0007		2027	2018 Ford F-150 Reg Cab (Sept, 2018) Unit #37	-	-	-	-	26,000	26,000
VE-TRUK-0010		2027	2018 Ford F-250 Super Cab XL 4x4 (Oct, 2018) Unit #38	-	-	-	-	43,600	43,600



**Beaumont-Cherry Valley Water District**  
**2023-2027 Capital Improvement Budget**  
**Appendix C**  
**2023 - 2027 Capital Improvement Budget Detail**

Engineering Project	Footnotes	Project Begin Year	Capital Improvement Program	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	2027 Budget Request	5-Year Budget Total
VE-TRUK-0014	(1)	2022	2011 Ford F350 (Jan, 2011) Unit #17 (Appropriately Sized F-450)	60,000	-	-	-	-	60,000
VE-TRUK-0015	(2)	2022	GIS / Muck Truck (Freightliner Diesel) (May, 2004) Unit #8	207,300	-	-	-	-	207,300
VE-TRUK-0016		2022	Chevrolet Colorado 4X4	-	-	-	-	-	-
VE-TRUK-0017		2022	Chevrolet Colorado 4X4 (Recycled Water)	-	-	-	-	-	-
VE-TRUK-0018	(1)	2022	2012 Ford F-350 Super Duty Unit #4 (Appropriately Sized F-450)	60,000	-	-	-	-	60,000
VE-HEAV-0003		2022	Large Trailer for Heavy Equipment Transport	-	-	-	-	-	-
VE-EQIP-0001	(2)	2022	Air Compressor (May, 1998)	19,800	-	-	-	-	19,800
VE-EQIP-0002		2025	Ingersoll Rand Air Compressor (Dec, 2008)	-	-	19,800	-	-	19,800
VE-EQIP-0003		2027	Water Buffalo (Feb, 2018)	-	-	-	-	10,000	10,000
<b>Total Vehicles &amp; Equipment</b>				<b>347,100</b>	<b>-</b>	<b>19,800</b>	<b>93,200</b>	<b>131,600</b>	<b>591,700</b>
<b>Non-Potable Infrastructure Projects</b>									
NEO-0000-0001	(1)	2019	Recycled Water Conversion and Implementation	691,800	-	-	-	-	691,800
NT-2400-0001		2023	100,000 Gallon 2400 PZ Non-Potable Tank	60,000	54,600	172,800	-	-	287,400
NR-2600-0001		2027	2600 Zone Non-Potable Regulation and Metering Station_0001	-	-	-	-	124,300	124,300
NR-2600-0002	(3)	2023	2600 Zone Non-Potable Regulation and Metering Station_0002	109,700	267,500	-	-	-	377,200
NBP-2600-0001		2024	Non-Potable Booster Pump Station at CoB Wastewater Treatment Plant	-	960,200	2,342,300	-	-	3,302,500
NBP-2600-0002		2024	Non-Potable Booster Pump Station at CoB Wastewater Treatment Plant Expansion	-	177,500	432,900	-	-	610,400
NR-2800-0001	(3)	2023	2800 Zone Non-Potable Regulation and Metering Station_0001	40,000	399,200	425,800	-	-	865,000
NR-2800-0002	(3)	2023	2800 Zone Non-Potable Regulation and Metering Station_0002	40,000	399,200	425,800	-	-	865,000
NT-2800-0001		2023	2 MG 2800 PZ Non-Potable Tank	250,000	1,887,000	503,700	1,643,300	-	4,284,000
NBP-2800-0001		2026	2800 Zone Non-potable Booster Pump Station at the Noble Creek Recharge Facilities	-	-	-	596,700	250,000	846,700
<b>Total Non-Potable Infrastructure Projects</b>				<b>1,191,500</b>	<b>4,145,200</b>	<b>4,303,300</b>	<b>2,240,000</b>	<b>374,300</b>	<b>12,254,300</b>
<b>Non-Potable Pipeline Projects</b>									
NP-2600-0001	(3)	2023	Oak Valley Parkway, from westerly end of existing 24" waterline, west to the existing City of Beaumont Lift station/ Tukwet Canyon Golf Course maintenance yard.	789,100	-	-	-	-	789,100
NP-2600-0002	(3)	2023	Oak Valley Parkway, from the west end of NP-2600-0001, west to the existing 16" waterline in Tukwet canyon Parkway.	1,663,100	-	-	-	-	1,663,100
NP-2600-0004		2025	In-Tract within a future Planning Area of the Fairway Canyon Development. In Sorenstam Drive, from the northwest end of NP-2600-0003 (future Park Site) to to NR-2600-0001 at the 2400 Zone Tank Site .	-	-	463,300	-	-	463,300
NP-2600-0005		2026	From the NR-2800-0004, along Cherry Valley Blvd west to I-10 freeway.	-	-	-	2,977,300	-	2,977,300
NP-2600-0006		2027	From the end of NP-2600-0005, west across the bridge along Cherry Valley Blvd crossing I-10 freeway	-	-	-	-	1,843,200	1,843,200
NP-2600-0009		2025	Along the future alignment of Potrero Blvd, from 4th Street south to NP-2600-0008.	-	-	1,327,400	-	-	1,327,400
NP-2800-0001		2024	In Beaumont Summit Station (Formerly Sunny Cal Egg Ranch), Cherry Valley Blvd to Brookside Ave	-	1,708,300	-	-	-	1,708,300
NP-2800-0002		2027	California Ave., 1st Street south to Hwy 79	-	-	-	-	1,471,300	1,471,300



**Beaumont-Cherry Valley Water District**  
**2023-2027 Capital Improvement Budget**  
**Appendix C**  
**2023 - 2027 Capital Improvement Budget Detail**

Engineering Project	Footnotes	Project Begin Year	Capital Improvement Program	2023 Budget Request	2024 Budget Request	2025 Budget Request	2026 Budget Request	2027 Budget Request	5-Year Budget Total
NP-2800-0006		2024	In CoB WWTP site, from 2600 to 2800 Zone Booster Pump (NPB 2600-0001) to 4th St.	-	608,900	-	-	-	608,900
NP-2800-0007		2024	1st St, from Commerce Way east to Highland Springs Ave	-	776,800	-	-	-	776,800
NP-2800-0008		2024	Highland Springs Ave, 2nd St to 1st St.	-	363,400	-	-	-	363,400
NP-2800-0009		2027	Within Palm Ave, Crossing 6th Street to connect existing waterlines	-	-	-	-	142,000	142,000
NP-2800-0010		2027	Noble Cr. Meadows, Cougar Way to Oak Valley Pkwy	-	-	-	-	371,200	371,200
NP-2800-0012		2027	Oak Valley Pkwy, from Oak View Dr. east to 750 ft w/o Elm Ave.	-	-	-	-	782,700	782,700
NP-2800-0016		2025	7th Street from Veile Ave southwest to California Ave	-	-	499,800	-	-	499,800
NP-2800-0017		2025	Along Oak Valley Pkwy from Palm Ave to Cherry Ave	-	-	676,300	-	-	676,300
NP-2800-0020		2025	Along 4th Street from Veile Ave to Rangel Park	-	-	288,800	-	-	288,800
NP-3000-0001		2025	At the NCRF Phase II Site, from NT-2800-0001 south to Lincoln Street.	-	-	308,800	-	-	308,800
NP-3000-0002		2026	In Lincoln Street, from NCRF Phase II Site east to Bellflower Avenue.	-	-	-	2,002,300	-	2,002,300
<b>Total Non-Potable Pipeline Projects</b>				<b>2,452,200</b>	<b>3,457,400</b>	<b>3,564,400</b>	<b>4,979,600</b>	<b>4,610,400</b>	<b>19,064,000</b>
<b>Total Capital Improvement Program</b>				<b>\$ 32,219,900</b>	<b>\$ 27,660,000</b>	<b>\$ 26,608,900</b>	<b>\$ 23,929,200</b>	<b>\$ 13,702,000</b>	<b>\$ 124,120,000</b>
Capacity Charges				10,743,300	13,793,300	13,252,600	14,792,100	9,744,500	62,325,800
Cap. Repl. Res.				15,543,700	11,720,500	11,472,200	8,711,900	1,689,800	49,138,100
Developer				2,264,300	1,279,400	1,884,100	425,200	2,267,700	8,120,700
Other				3,668,600	866,800	-	-	-	4,535,400
<b>Total Capital Improvement Program by Funding Source</b>				<b>\$ 32,219,900</b>	<b>\$ 27,660,000</b>	<b>\$ 26,608,900</b>	<b>\$ 23,929,200</b>	<b>\$ 13,702,000</b>	<b>\$ 124,120,000</b>

**Footnotes**

- (1)\* Additional funding for converting the Equipment Storage Building to an Inventory Warehouse for \$135,000 approved by Board on 10/27/22
- (1) Project was begun in prior year(s) or approved by Board to begin, ongoing
- (2) Ongoing project. Contract for either design, engineering, or construction has been or is anticipated to be signed by end of 2022, or project may be completed (or purchase made) by end of 2022. Funds have not been spent as of September 30, 2022
- (3) Project is expected to be initiated in 2023
- (4) Includes Capital Replacement Reserve funded portion of MDP Line 16 Replacement Pipelines
- (5) Project is ongoing, all have been reconciled as one project
- (6) Grant funding of \$1.5M requested. Schedule is dependent on receiving grant funding

**Beaumont-Cherry Valley Water District  
Fiscal Year 2022 Operating Budget Carryover Schedule**

Account No.	Account Description	Carryover Amount	Carryover Description
01-30-310-580036	Other Professional Services	\$ 40,000	Capacity Charge Study contract with Raftelis Financial Consultants, Inc. amendment to Raftelis Water Rate and Fee Study and Water Facility Fee Study approved by Board on 8/22/2019
01-30-310-580036	Other Professional Services	3,570	Miscellaneous Fee Study contract with Raftelis Financial Consultants, Inc. amendment to Raftelis Water Rate and Fee Study and Water Facility Fee Study approved by Board on 8/22/2019, additional \$2,500 approved on 11/9/22
01-30-310-580036	Other Professional Services	91,195	Workforce and Succession Planning Project agreement approved by Board on 6/23/2022
<b>Operating Budget Carryover Total</b>		<b>134,765</b>	

**Background**

Staff requests that \$134,765 in unspent funds budgeted for fiscal year 2022 be carried over to the 2023 fiscal year. This is a preliminary list of encumbered or known individual operating expenses 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 in the Capital Improvement Budget as a matter of routine. Any request for the carryover of operating funds is reviewed in detail by the Finance and Administration Department and must be justified by the requesting Department.



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 6

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Kirene M. Bargas, Director of Finance and Administration  
**SUBJECT:** **Resolution 2022-\_\_\_: Acknowledging the Review, Receipt and Acceptance of the District's Investment Policy**

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**Staff Recommendation**

Adopt Resolution 2022-\_\_\_\_, Acknowledging the Review, Receipt, and Acceptance of the District's Investment Policy.

**Background**

To best safeguard cash, the District must develop and implement an Investment Policy (Policy). State law requires that an investment policy and any material changes in the policy be approved by the Board of Directors annually at a public meeting. Section 53607 of the State of California Government Code limits the authorization of the legislative body to delegate investment authority to one year, renewable annually.

The current investment Policy was approved in 2017 by Resolution 2017- 09 and approved as part of the District's annual review in subsequent years. The most recent adoption was on December 21, 2021, with Resolution 2021-26.

The primary objectives remain the same, in priority order, of investment activities shall be safety, liquidity, and return.

**Safety:** The General Manager's primary duty and responsibility is to protect, preserve and maintain cash and investments of the District. **Liquidity:** Investments are kept in liquid short-term securities, which can be converted to currency, if necessary, to meet disbursement requirements. **Return:** Return on investments is considered after the basic safety and liquidity requirements are met.

**Summary**

Minor revisions are recommended to the Investment Policy for compliance with applicable sections of the Government Code, as identified in the California Debt and Investment Advisory Commission's (CDIAC) *Local Agency Investment Guidelines*, most recently updated in 2022. The *Local Agency Investment Guidelines* intend to aid local officials in implementing existing laws on public funds' investment. Each year, CDIAC staff convenes a working group of public- and private-sector professionals to support its efforts to revise and update these Guidelines.

The amendment stated below clarifies the inclusion of rating modifiers and numbers by Nationally Recognized Statistical Ratings Organizations (NRSROs), and the change is a best practice for investment policies. NRSROs are credit rating organizations recognized by and registered with the Office of Credit Ratings (OCR) of the Securities and Exchange Commission



(SEC), responsible for protecting investors, promoting capital formation, and maintaining fair, orderly, and efficient markets through oversight of said NRSROs. NRSROs assess the creditworthiness of firms or financial instrument(s) registered and approved by the SEC.

This language was initially amended in California Government Code in 2016 through the California legislature as Senate Bill 974 and has been included in the table in section 5045.19 for several years. It is recommended to add to section 5045.8 as a best practice and consistency of section 5045.19.

Update section 5045.8 to read the following:

d. Medium-Term Notes. All corporate and depository institution debt securities with a maximum remaining maturity of 5 years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Purchases are limited to notes eligible for investment under this provision and shall be rated in a rating category of "A" or its equivalent or better by a Nationally Recognized Statistical Rating Organization ("NRSRO"). A maximum of 30 percent of the portfolio may be invested in this category.

h. Commercial Paper. Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided by an NRSRO. The entity that issues the commercial paper shall meet all of the following conditions: (i) is organized and operating in the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars (\$500,000,000), and (iii) has debt other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or higher by a Nationally Recognized Statistical Rating Organization ("NRSRO").

### **Fiscal Impact**

None. The attached policy is in full compliance with all applicable government codes.

### **Attachments**

1. 5045-Investment Policy, redlined
2. Resolution 2021-26
3. SB 974- Local Government: omnibus, dated September 14, 2016
4. Resolution 2022-\_\_\_\_
5. 5045- Investment Policy, Updated

Report prepared by Dr. Kirene M. Bargas, Director of Finance and Administration



POLICY TITLE: INVESTMENT OF DISTRICT FUNDS

POLICY NUMBER: 5045

5045.1 **Policy.** This investment policy ("Policy") is set forth by the Beaumont-Cherry Valley Water District ("District") for the following purposes:

1. To establish clear guidance and understanding for the District's Board of Directors ("Board"), management, designated employees, citizens and third parties of the objectives, policies and guidelines for the investment of the District's idle surplus funds; and
2. To establish a basis for evaluating investment results.

5045.2 **Scope.** This investment policy applies to all investment activities and financial assets of the District. The funds covered by this policy are accounted for and incorporated in the District's Annual Financial Report. The Deferred Compensation Plan is excluded because it is managed by a third-party administrator and invested in by individual plan participants. Proceeds of debt issuances shall be invested in securities permitted by the applicable bond documents. If the bond documents are silent as to the permitted investments, such proceeds will be invested in accordance with the general investment philosophy of the District as set forth in this Policy.

5045.3 **Prudent Investor Standard.** The standard of prudence to be used by the designated representative shall be the "prudent investor" standard and shall be applied in the context of managing an overall portfolio. Persons authorized to make investment decisions on behalf of the District are trustees and therefore fiduciaries subject to The **Prudent Investor Standard**, which states "When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency."

5045.4 **Objectives.** As specified in California Government Code Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the District's investment activities and of this Policy shall be:

1. **Safety:** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the District's overall portfolio. To attain this objective, the District will diversify its investments by investing funds among a variety of securities with independent returns.
2. **Liquidity:** The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
3. **Yield:** The investment portfolio shall be designed with the objective of attaining a market rate of return through budgetary and economic cycles, if it does not diminish the objectives of Safety and Liquidity.



**5045.5 Delegation of Authority.**

1. The authority of the District's Board to invest or reinvest funds of the District as permitted under Section 53600 et seq. of the California Government Code is delegated by Board resolution in conjunction with the annual investment policy review.
2. Management responsibility for the investment program is hereby delegated, with the General Manager's oversight, to the Director of Finance and ~~Administrative Services~~Administration, who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of their designee, and their procedures in the absence of the General Manager or their designee, or Director of Finance and ~~Administrative Services~~Administration.
3. The Director of Finance and ~~Administrative Services~~Administration shall establish procedures for the management of investment activities, including the activities of staff consistent with this policy.
4. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Director of Finance and ~~Administrative Services~~Administration.
5. The Director of Finance and ~~Administrative Services~~Administration may retain the services of an outside investment advisor or manager as approved by the Board to assist with the District's investment program.
  - a. Qualified outside managers will be either SEC Registered Investment Advisors or Bank Money Managers. The investment advisor shall make investment decisions and transactions in strict accordance with State and Federal law, this Policy, and such other written instructions as are provided.
  - b. The performance and service levels of such advisors and managers shall be reviewed annually.

**5045.6 Ethics and Conflicts of Interest.** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution and management of the investment program, or which could impair their ability to make impartial decisions. Employees and investment officials shall disclose to the District's General Manager any material financial interest in the financial institutions that conduct business with the District.

**5045.7 Authorized Financial Dealers and Institutions.**

1. The Director of Finance and ~~Administrative Services~~Administration will maintain a list of authorized broker/dealers and financial institutions that are approved for investment purposes.
2. Broker/dealers will be selected for credit worthiness and must be authorized to provide investment services in the State of California. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15(C)3-I (uniform net capital rule).
3. No public deposit will be made by the broker/dealer except in a qualified public depository as established by the established state laws. Before a financial institution or broker/dealer is used, they are subject to investigation and approval by the Director of Finance and ~~Administrative Services~~Administration or their designee, and must submit the following:

Adopted by Resolution ~~2122~~2122-XX, Date

- a. Certification of having read and understood this investment policy resolution and agreeing to comply with the District's investment policy;
  - b. Proof of Federal Investment Regulatory Authority certification;
  - c. Proof of State of California registration;
  - d. Audited financial statements for the institution's three (3) most recent fiscal years;
  - e. References of other public-sector clients to which similar services are provided to.
4. If a third-party investment advisor is authorized to conduct investment transactions on the District's behalf, the investment advisor may use their own list of approved independent broker/dealers and financial institutions.
  5. The investment advisor's approved list must be made available to the District upon request.

#### 5045.8 Authorized and Suitable Investments.

1. The District's investments are governed by the California Government Code.
2. Within the investments permitted by the Government Code, the District may seek to further restrict eligible investments.
3. In the event an apparent discrepancy is found between this Policy and the Government Code, the more restrictive parameters will take precedence.
4. A table of allowable investment instruments per California Government Code can be found in section 5045.19 of the Policy.
  - a. **United States Treasury Issues.** United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest. There is no limitation as to the percentage of the portfolio that may be invested in this category.
  - b. **Federal Agency Obligations.** Federal agency or United States government-sponsored enterprise senior debt obligations, participations, mortgage-backed securities, or other instruments, including those issued by or fully guaranteed as to principal and interest by Federal agencies or United States government-sponsored enterprises. There is no limitation as to the percentage of the portfolio that may be invested in this category.
  - c. **Municipal Debt.** Registered treasury notes or bonds of this state or any of the other 49 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of this state or any of the other 49 United States. Bonds, notes, warrants, or other evidence of indebtedness of any local agency, including the District's own bonds, within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency. There is no limitation as to the percentage of the portfolio that may be invested in this category.
  - d. **Medium-Term Notes.** All corporate and depository institution debt securities with a maximum remaining maturity of 5 years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. [Purchases are limited to notes eligible for investment under this provision and shall be rated in a rating category of "A" or its equivalent or better by a Nationally Recognized Statistical Rating Organization \("NRSRO"\).](#) Purchases

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~~are limited to securities that have a long term debt rating of at least "A", or its equivalent, by a Nationally Recognized Statistical Rating Organization ("NRSRO").~~ A maximum of 30 percent of the portfolio may be invested in this category.

- e. **Negotiable Certificates of Deposit.** Negotiable certificates of deposit (NCDs) issued by a nationally or state-chartered bank, a savings association or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. In combination with placement service CDs, a maximum of 30 percent of the portfolio may be invested in this category.
- f. **Placement Service Certificates of Deposit.** Certificates of deposit placed through a deposit placement service shall meet the requirements under Government Code Section 53601.8. The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by federal deposit insurance. In combination with negotiable certificates of deposit, a maximum of 50 percent of the portfolio may be invested in this category.
- g. **Bank Deposits.** FDIC insured or fully collateralized bank deposits, including, but not limited to, demand deposit accounts, savings accounts, market rate accounts, and time deposits. Bank deposits are required to be collateralized as specified under Government Code Section 53630 et. seq. The Director of Finance and ~~Administrative Services Administration~~, at their discretion, may waive the collateralization requirements for any portion that is covered by federal deposit insurance.
- h. **Commercial Paper.** Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall meet all of the following conditions: (i) is organized and operating in the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars (\$500,000,000), and (iii) has debt other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or better at least "A", or its equivalent, by a NRSRO.
  1. Eligible commercial paper shall have a maximum maturity of 270 days or less and not represent more than 10 percent of the outstanding paper of an issuing corporation. A maximum of 25 percent of the portfolio may be invested in this category.
- c. **Bankers' Acceptances.** Bankers' acceptances, otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases are limited to bankers' acceptances issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System.
  1. Purchases of bankers' acceptances may not exceed 180 days maturity. Eligible bankers' acceptances are restricted to issuing financial institutions with a short-term debt rating of at least "A-1", or its equivalent, by a NRSRO.
  2. No more than 30 percent of the District's money may be in bankers' acceptances of any one commercial bank, while a maximum of 40 percent of the portfolio may be invested in this category.
- d. **State of California Local Agency Investment Fund (LAIF).** There is no limitation as to the percentage of the portfolio that may be invested in this category. However, the amount invested may not exceed the current maximum allowed by LAIF.
- e. **Local Government Investment Pools (LGIP).** Shares of beneficial interest issued by a joint powers authority organized pursuant to Government Code Section 6509.7. To be eligible for purchase, the pool shall meet all of the following conditions:

Adopted by Resolution ~~2122~~-XX, Date

1. must meet the requirements of California Government Code Section 53601(p),
  2. the pool must seek to maintain a stable Net Asset Value ("NAV"), and
  3. the pool must be rated at least "AAm", or its equivalent, by a NRSRO.
  4. There is no limitation as to the percentage of the portfolio that may be invested in this category. However, the amount invested may not exceed the current maximum allowed by the pool.
- f. **Money Market Funds.** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission.
1. The company shall have met either of the following criteria: (A) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs and (B) retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years of experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).
  2. A maximum of 20 percent of the portfolio may be invested in this category.
- g. **Pass-Through Securities.** Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligations limited to mortgage-backed pass-through securities issued by a US government agency or consumer receivable pass-through certificates or bonds with a final maturity not exceeding five years from the date of trade settlement. The securities are rated in a rating category of "AA" or its equivalent or higher by a NRSRO. The aggregate investment in mortgage-backed and asset-backed securities described in this section shall not exceed 20% of the portfolio with no more than 5% held in any one issuer that is not a US government agency.
- h. **Supranational Obligations.** Medium United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or its equivalent or higher by a NRSRO and shall not exceed 30% of the portfolio with no more than 10% invested in any one issuer.
- i. **Repurchase Agreements.** Repurchase agreements are to be used as short-term investments not to exceed 1 year. Repurchase agreements shall only be made only with counterparties that are a nationally or state-chartered bank that has or has had a significant banking relationship with the District.
1. The District shall have a properly executed master repurchase agreement with each counterparty for which it enters into an agreement for repurchase agreements.
  2. Collateral of at least 102 percent of market value of principal and accrued interest is required.
  3. For any repurchase agreement with a term of more than one day, the value of the underlying securities must be reviewed on an on-going basis according to market conditions.
  4. Market value must be calculated each time there is a substitution of collateral.
  5. Collateral is limited to obligations of the United States government and its agencies.

6. Collateral must be delivered to the District's custodian bank or handled under a properly executed master repurchase agreement.
7. The District, or its trustee, shall have a perfected first security interest in all collateral.
8. A maximum of 10 percent of the portfolio may be invested in this category.

#### 5045.9 Prohibited Investments.

1. Section 53601.6 of the Government Code lists the investments that are prohibited.
2. Prohibited investments shall include, but are not limited to:
  - a. equity securities
  - b. inverse floaters
  - c. range notes
  - d. interest-only strips that are derived from a pool of mortgages
  - e. any investment that could result in zero interest earned if held to maturity.
  - f. Under a provision sunsetting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted.
3. The purchase of any investment permitted by the Government Code, but not listed as an authorized investment in section 5045.8 of this Policy is prohibited without the prior approval of the Board.

5045.10 **Review of Investment Portfolio.** The securities held by the District must comply with Section 5045.8 Authorized and Suitable Investments at the time of purchase. Because some securities may not comply with Section 5045.8 Authorized and Suitable Investments subsequent to the date of purchase, the Director of Finance and ~~Administrative Services~~Administration or their designee shall at least annually review the portfolio to identify those securities that do not comply. The Director of Finance and ~~Administrative Services~~Administration or their designee shall establish procedures to report to the Board, should one exist, major and critical incidences of noncompliance identified through the review of the portfolio.

5045.11 **Investment Pools/Mutual Funds Due Diligence.** A thorough investigation of the pool/fund is required prior to investing, and on a continual basis. There shall be a questionnaire developed which will answer the following general questions:

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.
3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced, and the program audited.
4. A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?

Adopted by Resolution ~~2122~~-XX, Date

7. A fee schedule, and when and how is it assessed.
8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

5045.12 **Collateralization.** Collateralization will be required on two types of investments: certificates of deposit and repurchase (and reverse repurchase) agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value for Certificate of Deposits and 102% for reverse repurchase agreements of principal and accrued interest.

1. The District chooses to limit collateral to the following: U.S. Treasuries and Federal Agency Obligations.
2. Collateral will always be held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the entity and retained. The right of collateral substitution is granted.

5045.13 **Safekeeping and Custody.** All security transactions, including collateral for repurchase agreements, and reverse repurchase agreements entered into by the (Local Agency) shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third-party custodian designated by the Treasurer and evidenced by safekeeping receipts.

5045.14 **Diversification and Maximum Maturities.** It is the policy of the District to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over-concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. Adequate diversification shall be applied to the individual issuers of debt, both within each class of investments and collectively. Except for U.S. Treasuries, Federal Agency securities, LGIPs, and LAIF, the District's investment in any one issuer is limited to 5 percent of the District's surplus funds.

To the extent possible, the District will attempt to match its investments with anticipated cash flow requirements. The maximum maturity of individual investments shall not exceed the limits set forth in Section 5045.8. Where no maturity limit is stated, no investment shall exceed a maturity of five years from the date of purchase unless the Board has granted express authority to make that investment either specifically or as a part of an investment program approved by the Board no less than three months prior to the investment. With respect to maximum maturities, this Policy authorizes investing reserve funds beyond five years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

5045.15 **Internal Controls.** The Director of Finance and Administrative Services Administration shall establish a system of internal controls designed to prevent losses due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, and/or imprudent actions by employees of the District. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Compliance with this Policy and internal controls shall be reviewed annually by the District's independent, external auditors.

Adopted by Resolution 2122-XX, Date



5045.16 **Performance Standards.** The investment performance of the District's operating portfolio shall be evaluated and compared to an appropriate benchmark in order to assess the success of the investment program relative to the District's Safety, Liquidity and Yield objectives. This review will be conducted annually with the Board's Finance Committee.

5045.17 **Investment Reporting.**

1. **Monthly.** The Director of Finance and ~~Administrative Services~~Administration shall prepare a monthly investment report for review and approval by the Board, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last month. This management summary will be prepared in a manner which will allow the Board to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will include the following.
  - a. Listing of individual securities held at the end of the reporting period;
  - b. Cost and market value of all securities, including realized and unrealized market value gains or losses in accordance with GASB requirements;
  - c. Average weighted yield to maturity of portfolio;
  - d. Listing of investment by maturity date;
  - e. Percentage of the total portfolio, which each type of investment represents;
  - f. Statement of compliance with Investment Policy, including an explanation of any compliance exceptions (CGC Section 53646); and
  - g. Certification of sufficient liquidity to meet budgeted expenditures over the ensuing six months (CGC Section 53646).
2. **Quarterly.** On a quarterly basis, the Director of Finance and ~~Administrative Services~~Administration shall report the total rate of return on each of the District's portfolios to the Board.
3. **Annually.** On an annual basis, the Director of Finance and ~~Administrative Services~~Administration shall present the Investment Policy, together with any proposed amendments, to the Board for its consideration.
4. As specified in CGC 53646(e), if funds are placed in LAIF, FDIC insured accounts and/or in an LGIP, the foregoing report elements may be replaced by copies of the latest statements from such institutions.
  - a. The report must also include a certification that
    1. all investment actions executed since the last report have been made in full compliance with the Investment Policy and,
    2. the Beaumont Cherry Valley Water District will meet its expenditure obligations for the next six months as required by CGC 53646(b)(2) and (3) respectively.
    3. The Director of Finance and ~~Administrative Services~~Administration shall maintain a complete and timely record of all investment transactions.

5045.18 **Policy Adoption and Review.** This Policy shall be adopted by resolution of the Board. Moreover, the Policy shall be reviewed on an annual basis and modifications, if any, must be approved by the Board by resolution.

Adopted by Resolution ~~21~~22-XX, Date



5045.19 Allowable Instruments per California Government Code.

ALLOWABLE INVESTMENT INSTRUMENTS PER STATE GOVERNMENT CODE (AS OF JANUARY 1, <a href="#">2021-2022</a> ) <sup>A</sup> APPLICABLE TO ALL LOCAL AGENCIES <sup>B</sup>			
Investment Type	Maximum Maturity <sup>C</sup>	Maximum Specified % of Portfolio <sup>D</sup>	Minimum Quality Requirements
Local Agency Bonds	5 years	None	None
US Treasury Obligations:	5 years	None	None
State Obligations – CA and others	5 years	None	None
CA Local Agency Obligations	5 years	None	None
US Agency Obligations	5 years	None	None
Bankers Acceptances	180 days	40% <sup>E</sup>	None
Commercial Paper – Non-Pooled Funds <sup>F</sup> (under \$100,000,000 of investments)	270 days	25% of the District’s money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Commercial Paper – Non-Pooled Funds (min. \$100,000,000 of investments)	270 days	40% of the District’s money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Commercial Paper – Pooled Funds <sup>I</sup>	270 days	40% of the District’s money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Negotiable Certificates of Deposit	5 years	30% <sup>J</sup>	None
Non-negotiable Certificates of Deposit	5 years	None	None
Placement Service Deposits	5 years	50% <sup>K</sup>	None
Placement Service Certificates of Deposit	5 years	50% <sup>K</sup>	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements and Securities Lending Agreements	92 days <sup>L</sup>	20% of the base value of the portfolio	None <sup>M</sup>
Medium-Term Notes <sup>N</sup>	5 years	30%	“A” rating category or its equivalent or better
Mutual Funds and Money Market Mutual Funds	N/A	20% <sup>O</sup>	Multiple <sup>P,Q</sup>
Collateralized Bank Deposits <sup>R</sup>	5 years	None	None
Mortgage Pass-Through and Asset-Backed Securities	5 years or less	20%	“AA” rating category or its equivalent or better <sup>R</sup>
County Pooled Investment Funds	N/A	None	None
Joint Powers Authority Pool	N/A	None	Multiple <sup>S</sup>
Local Agency Investment Fund (LAIF)	N/A	None	None
Voluntary Investment Program Fund <sup>T</sup>	N/A	None	None
Supranational Obligations <sup>U</sup>	5 years	30%	“AA” rating category or its equivalent or better

Adopted by Resolution [2122-XX](#), Date

Public Bank Obligations	5 years	None	None
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(Source: *Local Agency Investment Guidelines: Update for 2021 2022* published by the California Debt and Investment Advisory Commission (CDIAC).)

**Notes to Authorized and Suitable Investments Table**

- A. Sources: Sections 16340, 16429.1, 27133, 53601, 53601.6, 53601.8, 53630 et seq. 53635, 53635.8, and 57603.
- B. Municipal Utilities Districts have the authority under the Public Utilities Code Section 12871 to invest in certain securities not addressed here.
- C. Section 53601 provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, the Board of Directors (Board) may grant express authority to make investments either specifically or as a part of an investment program approved by the Board that exceeds this five-year maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.
- D. Percentages apply to all portfolio investments regardless of source of funds. For instance, cash from a reverse repurchase agreement would be subject to the restrictions.
- E. No more than 30 percent of the District’s money may be in bankers’ acceptances of any one commercial bank.
- F. Includes agencies defined as a “city, a district, or other local agency that do[es] not pool money in deposits or investment with other local agencies, other than local agencies that have the same Board.”
- G. Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper of any single issuer.
- H. Issuing corporation must be organized and operating within the U.S., have assets in excess of \$500 million, and debt other than commercial paper must be in a rating category of “A” or its equivalent or higher by a nationally recognized statistical rating organization, or the issuing corporation must be organized within the U.S. as a special purpose corporation, trust, or LLC, has program-wide credit enhancements, and has commercial paper that is rated “A-1” or higher, or the equivalent, by a nationally recognized statistical rating agency.
- I. Includes agencies defined as a county, a city and county, or other local agency “that pools money in deposits or investments with other local agencies, including local agencies that have the same Board.” Local agencies that pool exclusively with other local agencies that have the same Board must adhere to the limits set forth in Section 53601(h)(2)(C).
- J. No more than 30 percent of the District’s money may be in negotiable certificates of deposit that are authorized under Section 53601(i).
- K. Effective January 1, 2020, no more than 50 percent of the agency’s money may be invested in deposits, including certificates of deposit, through a placement service as authorized under 53601.8 (excludes negotiable certificates of deposit authorized under Section 53601(i)). On January 1, 2026, the maximum percentage of the portfolio reverts back to 30 percent. Investments made pursuant to 53635.8 remain subject to a maximum of 30 percent of the portfolio
- L. Reverse repurchase agreements or securities lending agreements may exceed the 92-day term if the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity dates of the same security.
- M. Reverse repurchase agreements must be made with primary dealers of the Federal Reserve Bank of New York or with a nationally or state-chartered bank that has a significant relationship with the local agency. The District must have held the securities used for the agreements for at least 30 days.
- N. “Medium-term notes” are defined in Section 53601 as “all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.”
- O. No more than 10 percent invested in any one mutual fund. This limitation does not apply to money market mutual funds.

Adopted by Resolution ~~21~~22-XX, Date

- P. A mutual fund must receive the highest ranking by not less than two nationally recognized rating agencies or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Sections 53601 and 53635.
- Q. A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical rating organizations or retain an investment advisor registered with the SEC (or exempt from registration) and who has not less than five years' experience investing in money market instruments with assets under management in excess of \$500 million.
- R. Investments in notes, bonds, or other obligations under Section 53601(n) require that collateral be placed into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, among other specific collateral requirements.
- S. A joint powers authority pool must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Section 53601, subdivisions (a) to (o).
- T. Local entities can deposit between \$200 million and \$10 billion into the Voluntary Investment Program Fund, upon approval by their governing bodies. Deposits in the fund will be invested in the Pooled Money Investment Account.
- U. Only those obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), and Inter-American Development Bank (IADB), a maximum remaining maturity of five years or less.

#### 5045.20 Glossary of Terms.

1. **Agency Securities:** Securities issued by a U.S. government-sponsored entity (GSE) and federally related institutions. Examples of a GSE include: Federal Farm Credit Bank System (FFCB), Federal Home Loan Bank (FHLB), Federal Home Loan Mortgage Company (FHLMC-Freddie Mac), Federal National Mortgage Association (FNMA-Fannie Mae), and Student Loan Marketing Association (SLMA-Sallie Mae).
2. **Asked:** The price at which securities are offered.
3. **Bankers' Acceptance (BA):** A draft, bill, or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.
4. **Benchmark:** A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.
5. **Bid:** The price offered by a buyer of securities.
6. **Broker:** A broker brings buyers and sellers together for a commission.
7. **Callable Security:** A security that is redeemable by the issuer before the scheduled maturity. Bonds are usually called when the interest rates fall so significantly that the issuer can save money by floating new bonds at lower rates.
8. **Certificate of Deposit (CD):** A time deposit with a specific maturity evidenced by a Certificate. Large-denomination CD's are typically negotiable.

9. **Collateral:** Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.
10. **Annual Financial Report:** The official annual report of the Beaumont-Cherry Valley Water District. It includes financial statements prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions and extensive introductory material.
11. **Coupon:**
  - a. The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.
  - b. A certificate attached to a bond evidencing interest due on a payment date.
12. **Dealer:** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for their own account.
13. **Debenture:** A bond secured only by the general credit of the issuer.
14. **Delivery versus Payment (DVP):** The delivery of securities with an exchange of money for the securities.
15. **Derivatives:**
  - a. Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or
  - b. financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities, or commodities).
16. **Discount:** The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.
17. **Diversification:** Dividing investment funds among a variety of securities offering independent returns with the goal of spreading risk throughout the portfolio holdings.
18. **Duration:** A measure of the sensitivity of the price (the value of principal) of a fixed-income investment to a change in interest rates. Duration is expressed as a number of years. Rising interest rates mean falling bond prices, while declining interest rates mean rising bond prices.
19. **Federal Deposit Insurance Corporation (FDIC):** A federal agency that insures bank deposits.
20. **Liquidity:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value.
21. **Local Agency Investment Fund (LAIF):** A voluntary program created by state statute as an investment alternative for California's local governments and Special Districts under the administration of the California State Treasurer's Office. All securities are purchased under the authority of the Government Code Section 16430 and 16480.4.

22. **Local Government Investment Pool (LGIP):** A state or local government pool offered to public entities for the investment of public funds.
23. **Market Value:** The price at which a security is trading and could presumably be purchased or sold.
24. **Master Repurchase Agreement:** A written contract covering all future transactions between the parties that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller borrower.
25. **Maturity:** The date upon which the principal or stated value of an investment becomes due and payable.
26. **Money Market:** The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.
27. **Nationally Recognized Statistical Ratings Organization (NRSRO):** A credit rating agency that provides credit ratings that are used by the U.S. government and investors as benchmarks. Examples include Moody's, Standard & Poor's, and Fitch Ratings.
28. **Offer:** The price asked by a seller of securities.
29. **Open Market Operations:** Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.
30. **Portfolio:** Collection of securities held by an investor.
31. **Primary Dealer:** A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.
32. **Prudent Investor Standard:** An investment standard to be followed by those authorized to make investment decisions on behalf of a local agency. Those authorized shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of that agency.
33. **Qualified Public Depositories:** A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.
34. **Rate of Return:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

35. **Repurchase Agreement (REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate them for this.
36. **Reverse Repurchase Agreement (Reverse REPO):** A reverse-repurchase agreement (reverse repo) involves an investor borrowing cash from a financial institution in exchange for securities. The investor agrees to repurchase the securities at a specified date for the same cash value plus an agreed upon interest rate. Although the transaction is similar to a repo, the purpose of entering into a reverse repo is quite different. While a repo is a straightforward investment of public funds, the reverse repo is a borrowing.
37. **Safekeeping:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.
38. **Secondary Market:** A market made for the purchase and sale of outstanding issues following the initial distribution.
39. **Securities & Exchange Commission:** Agency created by Congress to protect investors in securities transactions by administering securities legislation.
40. **Treasury Bills:** A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.
41. **Treasury Bonds:** Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.
42. **Treasury Notes:** Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.
43. **Yield:** The rate of annual income return on an investment, expressed as a percentage.

**RESOLUTION 2021-26**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT  
ACKNOWLEDGING THE REVIEW, RECEIPT AND ACCEPTANCE OF THE  
DISTRICT'S INVESTMENT POLICY**

**WHEREAS**, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code sections 53600.6 and 53630.1); and

**WHEREAS**, the legislative body of a local agency may invest surplus monies not required by the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5920 et seq. and 53601 et seq.; and

**WHEREAS**, the General Manager of the Beaumont-Cherry Valley Water District shall annually prepare and submit a statement of investment policy and such policy shall be considered by the Board of Directors at a public meeting (California Government Code 53646(a)); and

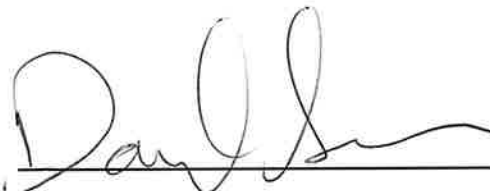
**WHEREAS**, the District's investment policy was last reviewed and approved by Resolution 2021-01 on January 13, 2021; and

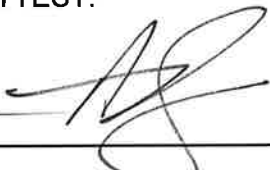
**WHEREAS**, the entirety of the Beaumont-Cherry Valley Water District Investment Policy attached hereto as Exhibit A is incorporated by reference,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Beaumont-Cherry Valley Water District declares the Investment Policy attached as Exhibit A approved and adopted.

**ADOPTED** this 21 day of December 2021, by the following vote:

**AYES:** Covington, Williams, Ramirez, Hoffman, Slawson  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

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

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



#### 5045.5 **Delegation of Authority.**

1. The authority of the District's Board to invest or reinvest funds of the District as permitted under Section 53600 et seq. of the California Government Code is delegated by Board resolution in conjunction with the annual investment policy review.
2. Management responsibility for the investment program is hereby delegated, with the General Manager's oversight, to the Director of Finance and Administrative Services, who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of their designee, and their procedures in the absence of the General Manager or their designee, or Director of Finance and Administrative Services.
3. The Director of Finance and Administrative Services shall establish procedures for the management of investment activities, including the activities of staff consistent with this policy.
4. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Director of Finance and Administrative Services.
5. The Director of Finance and Administrative Services may retain the services of an outside investment advisor or manager as approved by the Board to assist with the District's investment program.
  - a. Qualified outside managers will be either SEC Registered Investment Advisors or Bank Money Managers. The investment advisor shall make investment decisions and transactions in strict accordance with State and Federal law, this Policy, and such other written instructions as are provided.
  - b. The performance and service levels of such advisors and managers shall be reviewed annually.

**5045.6 Ethics and Conflicts of Interest.** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution and management of the investment program, or which could impair their ability to make impartial decisions. Employees and investment officials shall disclose to the District's General Manager any material financial interest in the financial institutions that conduct business with the District.

#### 5045.7 **Authorized Financial Dealers and Institutions.**

1. The Director of Finance and Administrative Services will maintain a list of authorized broker/dealers and financial institutions that are approved for investment purposes.
2. Broker/dealers will be selected for credit worthiness and must be authorized to provide investment services in the State of California. These may include "primary" dealers or

solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency. There is no limitation as to the percentage of the portfolio that may be invested in this category.

- d. **Medium-Term Notes.** All corporate and depository institution debt securities with a maximum remaining maturity of 5 years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Purchases are limited to securities that have a long-term debt rating of at least "A", or its equivalent, by a Nationally Recognized Statistical Rating Organization ("NRSRO"). A maximum of 30 percent of the portfolio may be invested in this category.
- e. **Negotiable Certificates of Deposit.** Negotiable certificates of deposit (NCDs) issued by a nationally or state-chartered bank, a savings association or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. In combination with placement service CDs, a maximum of 30 percent of the portfolio may be invested in this category.
- f. **Placement Service Certificates of Deposit.** Certificates of deposit placed through a deposit placement service shall meet the requirements under Government Code Section 53601.8. The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by federal deposit insurance. In combination with negotiable certificates of deposit, a maximum of 50 percent of the portfolio may be invested in this category.
- g. **Bank Deposits.** FDIC insured or fully collateralized bank deposits, including, but not limited to, demand deposit accounts, savings accounts, market rate accounts, and time deposits. Bank deposits are required to be collateralized as specified under Government Code Section 53630 et. seq. The Director of Finance and Administrative Services, at their discretion, may waive the collateralization requirements for any portion that is covered by federal deposit insurance.
- h. **Commercial Paper.** Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall meet all of the following conditions: (i) is organized and operating in the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars (\$500,000,000), and (iii) has debt other than commercial paper, if any, that is rated at least "A", or its equivalent, by a NRSRO.
  - 1. Eligible commercial paper shall have a maximum maturity of 270 days or less and not represent more than 10 percent of the outstanding paper of an issuing corporation. A maximum of 25 percent of the portfolio may be invested in this category.
- c. **Bankers' Acceptances.** Bankers' acceptances, otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases are limited to bankers' acceptances issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System.
  - 1. Purchases of bankers' acceptances may not exceed 180 days maturity. Eligible bankers' acceptances are restricted to issuing financial institutions with a short-term debt rating of at least "A-1", or its equivalent, by a NRSRO.

- i. **Repurchase Agreements.** Repurchase agreements are to be used as short-term investments not to exceed 1 year. Repurchase agreements shall only be made only with counterparties that are a nationally or state-chartered bank that has or has had a significant banking relationship with the District.
  1. The District shall have a properly executed master repurchase agreement with each counterparty for which it enters into an agreement for repurchase agreements.
  2. Collateral of at least 102 percent of market value of principal and accrued interest is required.
  3. For any repurchase agreement with a term of more than one day, the value of the underlying securities must be reviewed on an on-going basis according to market conditions.
  4. Market value must be calculated each time there is a substitution of collateral.
  5. Collateral is limited to obligations of the United States government and its agencies.
  6. Collateral must be delivered to the District's custodian bank or handled under a properly executed master repurchase agreement.
  7. The District, or its trustee, shall have a perfected first security interest in all collateral.
  8. A maximum of 10 percent of the portfolio may be invested in this category.

#### 5045.9 Prohibited Investments.

1. Section 53601.6 of the Government Code lists the investments that are prohibited.
2. Prohibited investments shall include, but are not limited to:
  - a. equity securities
  - b. inverse floaters
  - c. range notes
  - d. interest-only strips that are derived from a pool of mortgages
  - e. any investment that could result in zero interest earned if held to maturity.
  - f. Under a provision sunseting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted.
3. The purchase of any investment permitted by the Government Code, but not listed as an authorized investment in section 5045.8 of this Policy is prohibited without the prior approval of the Board.

5045.10 **Review of Investment Portfolio.** The securities held by the District must comply with Section 5045.8 Authorized and Suitable Investments at the time of purchase. Because some securities may not comply with Section 5045.8 Authorized and Suitable Investments subsequent to the date of purchase, the Director of Finance and Administrative Services or their designee shall at least annually review the portfolio to identify those securities that do not comply. The Director of Finance and Administrative Services or their designee shall

over-concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. Adequate diversification shall be applied to the individual issuers of debt, both within each class of investments and collectively. Except for U.S. Treasuries, Federal Agency securities, LGIPs, and LAIF, the District's investment in any one issuer is limited to 5 percent of the District's surplus funds.

To the extent possible, the District will attempt to match its investments with anticipated cash flow requirements. The maximum maturity of individual investments shall not exceed the limits set forth in Section 5045.8. Where no maturity limit is stated, no investment shall exceed a maturity of five years from the date of purchase unless the Board has granted express authority to make that investment either specifically or as a part of an investment program approved by the Board no less than three months prior to the investment. With respect to maximum maturities, this Policy authorizes investing reserve funds beyond five years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

**5045.15 Internal Controls.** The Director of Finance and Administrative Services shall establish a system of internal controls designed to prevent losses due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, and/or imprudent actions by employees of the District. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Compliance with this Policy and internal controls shall be reviewed annually by the District's independent, external auditors.

**5045.16 Performance Standards.** The investment performance of the District's operating portfolio shall be evaluated and compared to an appropriate benchmark in order to assess the success of the investment program relative to the District's Safety, Liquidity and Yield objectives. This review will be conducted annually with the Board's Finance Committee.

**5045.17 Investment Reporting.**

1. **Monthly.** The Director of Finance and Administrative Services shall prepare a monthly investment report for review and approval by the Board, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last month. This management summary will be prepared in a manner which will allow the Board to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will include the following.
  - a. Listing of individual securities held at the end of the reporting period;
  - b. Cost and market value of all securities, including realized and unrealized market value gains or losses in accordance with GASB requirements;
  - c. Average weighted yield to maturity of portfolio;
  - d. Listing of investment by maturity date;
  - e. Percentage of the total portfolio, which each type of investment represents;
  - f. Statement of compliance with Investment Policy, including an explanation of any compliance exceptions (CGC Section 53646); and

Commercial Paper – Non-Pooled Funds <sup>F</sup> (under \$100,000,000 of investments)	270 days	25% of the District's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Commercial Paper – Non-Pooled Funds (min. \$100,000,000 of investments)	270 days	40% of the District's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Commercial Paper – Pooled Funds <sup>I</sup>	270 days	40% of the District's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Negotiable Certificates of Deposit	5 years	30% <sup>J</sup>	None
Non-negotiable Certificates of Deposit	5 years	None	None
Placement Service Deposits	5 years	50% <sup>K</sup>	None
Placement Service Certificates of Deposit	5 years	50% <sup>K</sup>	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements and Securities Lending Agreements	92 days <sup>L</sup>	20% of the base value of the portfolio	None <sup>M</sup>
Medium-Term Notes <sup>N</sup>	5 years	30%	"A" rating category or its equivalent or better
Mutual Funds and Money Market Mutual Funds	N/A	20% <sup>O</sup>	Multiple <sup>P,Q</sup>
Collateralized Bank Deposits <sup>R</sup>	5 years	None	None
Mortgage Pass-Through and Asset-Backed Securities	5 years	20%	"AA" rating category or its equivalent or better <sup>R</sup>
County Pooled Investment Funds	N/A	None	None
Joint Powers Authority Pool	N/A	None	Multiple <sup>S</sup>
Local Agency Investment Fund (LAIF)	N/A	None	None
Voluntary Investment Program Fund <sup>T</sup>	N/A	None	None
Supranational Obligations <sup>U</sup>	5 years	30%	"AA" rating category or its equivalent or better
Public Bank Obligations	5 years	None	None

(Source: *Local Agency Investment Guidelines: Update for 2021* published by the California Debt and Investment Advisory Commission (CDIAC).)

**Notes to Authorized and Suitable Investments Table**

- A. Sources: Sections 16340, 16429.1, 27133, 53601, 53601.6, 53601.8, 53630 et seq. 53635, 53635.8, and 57603.
- B. Municipal Utilities Districts have the authority under the Public Utilities Code Section 12871 to invest in certain securities not addressed here.
- C. Section 53601 provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, the Board of Directors (Board) may grant express authority to make investments either specifically or as a part of an investment program approved by the Board that exceeds this five-year maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.
- D. Percentages apply to all portfolio investments regardless of source of funds. For instance, cash from a reverse repurchase agreement would be subject to the restrictions.
- E. No more than 30 percent of the District's money may be in bankers' acceptances of any one commercial bank.

- U. Only those obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), and Inter-American Development Bank (IADB), a maximum remaining maturity of five years or less.

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29. **Open Market Operations:** Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.
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32. **Prudent Investor Standard:** An investment standard to be followed by those authorized to make investment decisions on behalf of a local agency. Those authorized shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of that agency.
33. **Qualified Public Depositories:** A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.
34. **Rate of Return:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.
35. **Repurchase Agreement (REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate them for this.





**SB-974 Local government: omnibus.** (2015-2016)

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**Senate Bill No. 974**

CHAPTER 366

An act to amend Section 8770 of the Business and Professions Code, to amend Sections 6107, 8205, 8206, 8213, 8213.5, 8311, 15606.1, 40805, 53087.7, 53601, 65091, 65302, and 67661 of the Government Code, to amend Sections 5471, 5473, 5474, 5474.8, and 13822 of the Health and Safety Code, to amend Section 22161 of the Public Contract Code, to amend Sections 11005, 11005.3, 19201, and 19202 of the Revenue and Taxation Code, to amend Sections 2105, 36601, 36606, 36610, 36625, and 36670 of the Streets and Highways Code, and to amend Section 7.6 of, and to repeal Sections 7.3 and 8 of, the Kern County Water Agency Act (Chapter 1003 of the Statutes of 1961), relating to local government.

[ Approved by Governor September 14, 2016. Filed with Secretary of State September 14, 2016. ]

LEGISLATIVE COUNSEL'S DIGEST

SB 974, Committee on Governance and Finance. Local government: omnibus.

(1) The Professional Land Surveyors' Act, among other things, requires a county recorder to store and index records of survey, and to maintain both original maps and a printed set for public reference. That act specifically requires the county recorder to securely fasten a filed record of survey into a suitable book.

This bill would also authorize a county recorder to store records of survey in any other manner that will ensure the maps are kept together.

(2) Existing law prohibits a public entity from demanding a fee or compensation for, among other things, a certified copy of specified military records, and of public records to be used in a claim related to veterans' benefits, as specified. Existing law provides that a certified copy of these records may be made available only to the person who is the subject of the record, a family member or legal representative of that person, a county office that provides veterans' benefits services, or a federal official upon written request.

This bill would provide that a certified copy of these records may also be made available to a state or city office that provides veterans' benefits services upon written request of that office.

By expanding the duty of local officials to provide copies of military records, this bill would impose a state-mandated local program.

(3) Existing law authorizes the Secretary of State to appoint and commission notaries public, as provided. Existing law requires every person appointed a notary public, no later than 30 days after the beginning of the

term prescribed in the commission, to file an official bond and an oath of office in the office of the county clerk of the county within which the person maintains a principal place of business.

This bill would require a person taking the oath of office before the county clerk to serve as a notary public to present identification documents meeting certain requirements specified in statute as satisfactory evidence of identity.

Existing law requires specified communications between the Secretary of State and notaries public to be made by certified mail. Existing law also specifies that, wherever any notice or communication required by laws to be mailed by registered mail to or by the state, the mailing of the notice by certified mail is deemed a sufficient compliance with that requirement.

This bill would authorize the use of any other means of physical delivery that provides a receipt for these communications.

(4) Existing law requires the State Board of Equalization to, among other things, prescribe rules and regulations to govern local boards of equalization and to prepare and issue instructions to assessors designed to promote uniformity throughout the state, as provided. Existing law requires that these duties, rules, regulations, and instructions include provisions for mobilehomes which are subject to local property taxation.

This bill would additionally require that these duties, rules, regulations, and instructions include provisions for floating homes which are subject to local property taxation.

(5) Existing law requires the officer of a local agency who has charge of financial records to furnish the Controller with a report of all the financial transactions of the local agency during the preceding fiscal year, as provided. Existing law requires the report to be furnished within 7 months after the close of each fiscal year.

Existing law designates the city clerk as the accounting officer of the city and requires him or her to maintain records reflecting the financial condition of the city. Existing law requires the city clerk to publish the report to the Controller once in a newspaper of general circulation, or cause copies of the statement to be posted in 3 public places designated by city ordinance if there is no newspaper of general circulation, within 120 days after the close of the fiscal year for which the report is compiled.

This bill would instead require the city clerk to publish or post the report consistent with the timelines established in statute for furnishing the report to the Controller.

(6) Existing law prohibits a city, including a charter city, county, or city and county, from enacting or enforcing any ordinance or regulation, other than certain reasonable restrictions, that prohibits the installation of drought tolerant landscaping, synthetic grass, or artificial turf on residential property, as specified. Existing law provides that this is an issue of statewide concern.

This bill would authorize a city, including a charter city, county, or city and county, to impose reasonable restrictions on the installation or design of synthetic grass or artificial turf within the dripline of a tree protected by local ordinance.

(7) Existing law authorizes the legislative body of a local agency having money in a sinking fund or money in its treasury not required for immediate needs to invest any portion of the money that it deems wise or expedient in specified securities and financial instruments. Existing law requires that certain of these instruments be rated at least "A" or "AA," as applicable, by a nationally recognized statistical rating organization (NRSRO).

This bill would specify that these instruments must be in a ratings category of at least "A" or "AA," as applicable, or its equivalent.

(8) The Planning and Zoning Law and the Subdivision Map Act require local governments to hold public hearings regarding various land use actions contemplated by those governments. If public notice of the hearing is required, existing law requires that the notice be given in specified ways, including mailing at least 10 days before the hearing to each local agency expected to provide water, sewage, streets, roads, schools, or other essential facilities or services to the project, whose ability to provide those facilities and services may be significantly affected, and to all owners of real property within 300 feet of the real property that is the subject of the hearing, as provided. Existing law requires that notice mailed to affected local agencies also be published in at least one newspaper of general circulation and posted in at least 3 public places, as provided.

This bill would instead require publication and posting of the notice that is required to be sent to the owners of real property within 300 feet of the real property that is the subject of the hearing.

By revising the duties of local government officials with respect to the mailing of specified notices of hearings on land use actions, this bill would impose a state-mandated local program.

The Planning and Zoning Law also requires the legislative body of a city or county to adopt a comprehensive, long-term general plan that includes various elements, including, among others, a safety element for the protection of the community from unreasonable risks associated with the effects of various geologic hazards, flooding, wildland and urban fires, and climate adaptation and resilience strategies. That law requires that the safety element be reviewed and updated, in the case of flooding and fire hazards, upon the next revision of the housing element after specified dates or, in the case of climate adaptation and resilience strategies, upon either the next revision of a local hazard mitigation plan after a specified date or on or before January 1, 2022, as applicable. That law also requires, after the initial revision of the safety element to address flooding, fires, and climate adaptation and resilience strategies, that for each subsequent revision the planning agency review and, if necessary, revise the safety element to identify new information that was not available during the previous revision of the safety element.

This bill would instead require a planning agency to review and revise the safety element to identify new information, as described above, only to address flooding and fires.

(9) The Fort Ord Reuse Authority Act establishes the Fort Ord Reuse Authority to prepare, adopt, finance, and implement a plan for the use and development of the territory previously occupied by the Fort Ord military base in Monterey County. The act requires the authority to be governed by a 13-member board, as specified, and authorizes a representative designated by the Member of Congress from the 17th Congressional District, a representative designated by the Senator from the 15th Senate District, and a representative designated by the Assembly Member from the 27th Assembly District to serve as ex officio nonvoting members of the board.

This bill would instead authorize a representative designated by each of the Member of Congress, the Senator, and the Assembly Member that has the majority portion of Fort Ord in his or her district to serve as ex officio nonvoting members of the board.

(10) Existing law authorizes specified local entities, including cities, counties, special districts, and other authorized public corporations, to collect fees, tolls, rates, rentals, or other charges for water, sanitation, storm drainage, or sewerage system services and facilities and to fix fees or charges for the privilege of connecting to its sanitation or sewerage facilities and improvements constructed by the entity, as provided. Under existing law, a local entity may collect these charges on the property tax roll at the same time and in the same manner as its general property taxes. Under existing law, an entity may undertake these actions by enactment of an ordinance approved by a  $\frac{2}{3}$  vote of the members of the legislative body of the entity.

This bill would instead specify that the entity may undertake these actions by ordinance or resolution.

(11) The Fire Protection District Law of 1987 establishes a procedure for the formation of fire protection districts, as specified. That law provides that a district may be formed by adoption of a resolution of application by the legislative body of any county or city which contains territory proposed to be included in the district.

This bill would make a technical change to these provisions.

(12) Existing law, until January 1, 2025, authorizes the Department of General Services, the Department of Corrections and Rehabilitation, and certain local agencies to use the design-build procurement process for specified public works. Existing law defines "best value" design-build procurement by local-agencies purposes to mean a value determined by evaluation of objective criteria that may include, but are not limited to, price, features, functions, life-cycle costs, experience, and past performance.

This bill would modify that definition to have the objective criteria evaluation, instead relate to those specific criteria.

(13) The Vehicle License Fee Law establishes, in lieu of any ad valorem property tax upon vehicles, an annual license fee for any vehicle subject to registration in this state. Under existing law, the Controller was, until July 1, 2011, required to allocate vehicle license fee revenues in the Motor Vehicle License Fee Account in a specified order to, among others, each city that was incorporated before August 5, 2004. Existing law required the Controller to allocate these revenues in accordance with a specified formula based on, among other factors, the actual population, as defined, of the city. In the case of a city that incorporated on or after January 1, 1987, and before August 5, 2004, existing law also requires the Controller to determine the population of the city as provided based on, among other factors, the actual population, as defined, of the city.

This bill would make technical changes to these provisions.

(14) Under existing law, if an amount due under the Personal Income Tax Law or the Corporation Tax Law, or any amount that the Franchise Tax Board may collect as though it were a tax, is not paid, the board may file in the Office of the County Clerk of Sacramento County, or any other county, a certificate containing specified information about the amount owed and the taxpayer. Existing law requires the county clerk to immediately enter a judgment against the taxpayer in the amount set forth in the certificate.

This bill would instead require the Clerk of the Court to receive the certificate and enter the judgment.

(15) Existing law appropriates moneys in the Highway Users Tax Account for specified transportation purposes and provides for apportionment by the Controller of certain moneys, including revenues derived from taxes imposed by the Use Fuel Tax Law on the use of fuel, to cities and counties.

This bill would additionally specify that apportionment according to the above-described formula includes revenues derived from taxes imposed on the use of liquefied petroleum and natural gas pursuant to the Use Fuel Tax Law.

(16) The Property and Business Improvement District Law of 1994 authorizes cities, counties, cities and counties, and certain joint powers authorities to establish, pursuant to specified procedures, a parking and business improvement district to impose benefit assessments or charges on businesses in the district to fund specified improvements and activities. That law defines "activities" to include services provided for the purpose of conferring special benefit upon assessed businesses and real property located in the district.

This bill would instead define "activities" to include services provided for the purpose of conferring special benefit upon assessed real property or specific benefits upon assessed businesses located in the district.

The Property and Business Improvement District Law of 1994 prohibits the use of revenue from the levy of assessments within a district to provide improvements, maintenance, or activities outside the district.

This bill would allow the provision of certain improvements and activities that must be provided outside the district boundaries to create a special or specific benefit to the assessed parcels or businesses. The bill would limit the improvements and activities to be offered outside the district boundaries to marketing or signage pointing to the district.

This bill would make various technical and conforming changes to the Property and Business Improvement District Law of 1994.

(17) The Kern County Water Agency Act creates the Kern County Water Agency, consisting of all the territory lying within the exterior boundaries of the County of Kern, and specifies its powers. The act authorizes the board of directors of the agency to employ the county counsel as the attorney for the agency and the county surveyor to supervise the engineering work of the agency, as prescribed. The act requires all other officers of the county to perform the same duties for the agency as performed for the county.

This bill would repeal these provisions relating to county employees.

The act prohibits, unless previously approved by the county board of supervisors, the levying of a tax or assessment, or the creation of a zone of benefit. The act also prohibits, unless previously approved in the form of a budget by the county board of supervisors, an expenditure of funds.

This bill would repeal these provisions requiring county board of supervisor approval.

(18) The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.** (a) This act shall be known, and may be cited, as the Local Government Omnibus Act of 2016.

(b) The Legislature finds and declares that Californians want their governments to be run efficiently and economically and that public officials should avoid waste and duplication whenever possible. The Legislature further finds and declares that it desires to control its own costs by reducing the number of separate bills. Therefore, it is the intent of the Legislature in enacting this act to combine several minor, noncontroversial statutory changes relating to the common theme, purpose, and subject of local government into a single measure.

**SEC. 2.** Section 8770 of the Business and Professions Code is amended to read:

**8770.** The record of survey filed with the county recorder of any county shall be securely fastened by the county recorder into a suitable book provided for that purpose, or stored in any other manner that will ensure that the maps will be kept together.

The county recorder shall keep proper indexes of such record of survey by the name of grant, tract, subdivision, or United States subdivision.

The original map shall be stored for safekeeping in a reproducible condition. It shall be proper procedure for the recorder to maintain for public reference a set of counter maps that are prints of the original maps, and the original maps to be produced for comparison upon demand.

**SEC. 3.** Section 6107 of the Government Code is amended to read:

**6107.** (a) A public entity, including the state, a county, city, or other political subdivision, or any officer or employee thereof, including notaries public, shall not demand or receive any fee or compensation for doing any of the following:

(1) Recording, indexing, or issuing certified copies of any discharge, certificate of service, certificate of satisfactory service, notice of separation, or report of separation of any member of the Armed Forces of the United States.

(2) Furnishing a certified copy of, or searching for, any public record that is to be used in an application or claim for a pension, allotment, allowance, compensation, insurance (including automatic insurance), or any other benefits under any act of Congress for service in the Armed Forces of the United States or under any law of this state relating to veterans' benefits.

(3) Furnishing a certified copy of, or searching for, any public record that is required by the Veterans Administration to be used in determining the eligibility of any person to participate in benefits made available by the Veterans Administration.

(4) Rendering any other service in connection with an application or claim referred to in paragraph (2) or (3).

(b) A certified copy of any record referred to in subdivision (a) may be made available only to one of the following:

(1) The person who is the subject of the record upon presentation of proper photo identification.

(2) A family member or legal representative of the person who is the subject of the record upon presentation of proper photo identification and certification of their relationship to the subject of the record.

(3) A state, county, or city office that provides veterans' benefits services upon written request of that office.

(4) A United States official upon written request of that official. A public officer or employee is liable on his or her official bond for failure or refusal to render the services.

(c) (1) If the county recorder receives a written, faxed, or digitized image of a request for a certified copy of any discharge, certificate of service, certificate of satisfactory service, notice of separation, or report of separation of any member of the Armed Forces of the United States referred to in paragraph (1) of subdivision (a) that is accompanied by a notarized statement sworn under penalty of perjury, or a faxed copy or digitized image of a notarized statement sworn under penalty of perjury, that the requester meets one of the descriptions in subdivision (b), the county recorder may furnish a certified copy to the requester pursuant to this section.

(2) A faxed or digitized image of the notarized statement accompanying a faxed or digitized image of a request received pursuant to this subdivision for a certified copy of any discharge, certificate of service, certificate of satisfactory service, notice of separation, or report of separation of any member of the Armed Forces of the

United States shall be legible. If the notary's seal is not photographically reproducible, or does not show the name of the notary, the county of the notary's principal place of business, the notary's telephone number, the notary's registration number, and the notary's commission expiration date typed or printed in a manner that is photographically reproducible below, or immediately adjacent to, the notary's signature in the acknowledgment, the county recorder shall not provide the certified copy. If a request for a certified copy of any discharge, certificate of service, certificate of satisfactory service, notice of separation, or report of separation of any member of the Armed Forces of the United States is made in person, the official shall take a statement sworn under penalty of perjury that the requester is signing his or her own legal name and is an authorized person pursuant to subdivision (b), and that official may then furnish a certified copy to the applicant.

(3) For purposes of this subdivision, "digitized image" of a request means an image of an original paper request for a certified copy of any discharge, certificate of service, certificate of satisfactory service, notice of separation, or report of separation of any member of the Armed Forces of the United States.

**SEC. 4.** Section 8205 of the Government Code is amended to read:

**8205.** (a) It is the duty of a notary public, when requested:

(1) To demand acceptance and payment of foreign and inland bills of exchange, or promissory notes, to protest them for nonacceptance and nonpayment, and, with regard only to the nonacceptance or nonpayment of bills and notes, to exercise any other powers and duties that by the law of nations and according to commercial usages, or by the laws of any other state, government, or country, may be performed by a notary. This paragraph applies only to a notary public employed by a financial institution, during the course and scope of the notary's employment with the financial institution.

(2) To take the acknowledgment or proof of advance health care directives, powers of attorney, mortgages, deeds, grants, transfers, and other instruments of writing executed by any person, and to give a certificate of that proof or acknowledgment, endorsed on or attached to the instrument. The certificate shall be signed by the notary public in the notary public's own handwriting. A notary public may not accept any acknowledgment or proof of any instrument that is incomplete.

(3) To take depositions and affidavits, and administer oaths and affirmations, in all matters incident to the duties of the office, or to be used before any court, judge, officer, or board. Any deposition, affidavit, oath, or affirmation shall be signed by the notary public in the notary public's own handwriting.

(4) To certify copies of powers of attorney under Section 4307 of the Probate Code. The certification shall be signed by the notary public in the notary public's own handwriting.

(b) It shall further be the duty of a notary public, upon written request:

(1) To furnish to the Secretary of State certified copies of the notary's journal.

(2) To respond within 30 days of receiving written requests sent by certified mail or any other means of physical delivery that provides a receipt from the Secretary of State's office for information relating to official acts performed by the notary.

**SEC. 5.** Section 8206 of the Government Code is amended to read:

**8206.** (a) (1) A notary public shall keep one active sequential journal at a time, of all official acts performed as a notary public. The journal shall be kept in a locked and secured area, under the direct and exclusive control of the notary. Failure to secure the journal shall be cause for the Secretary of State to take administrative action against the commission held by the notary public pursuant to Section 8214.1.

(2) The journal shall be in addition to, and apart from, any copies of notarized documents that may be in the possession of the notary public and shall include all of the following:

(A) Date, time, and type of each official act.

(B) Character of every instrument sworn to, affirmed, acknowledged, or proved before the notary.

(C) The signature of each person whose signature is being notarized.

(D) A statement as to whether the identity of a person making an acknowledgment or taking an oath or affirmation was based on satisfactory evidence. If identity was established by satisfactory evidence pursuant to Section 1185 of the Civil Code, the journal shall contain the signature of the credible witness swearing or affirming to the identity of the individual or the type of identifying document, the governmental agency issuing the document, the serial or identifying number of the document, and the date of issue or expiration of the document.

(E) If the identity of the person making the acknowledgment or taking the oath or affirmation was established by the oaths or affirmations of two credible witnesses whose identities are proven to the notary public by presentation of any document satisfying the requirements of paragraph (3) or (4) of subdivision (b) of Section 1185 of the Civil Code, the notary public shall record in the journal the type of documents identifying the witnesses, the identifying numbers on the documents identifying the witnesses, and the dates of issuance or expiration of the documents identifying the witnesses.

(F) The fee charged for the notarial service.

(G) If the document to be notarized is a deed, quitclaim deed, deed of trust, or other document affecting real property, or a power of attorney document, the notary public shall require the party signing the document to place his or her right thumbprint in the journal. If the right thumbprint is not available, then the notary shall have the party use his or her left thumb, or any available finger and shall so indicate in the journal. If the party signing the document is physically unable to provide a thumbprint or fingerprint, the notary shall so indicate in the journal and shall also provide an explanation of that physical condition. This paragraph shall not apply to a trustee's deed resulting from a decree of foreclosure or a nonjudicial foreclosure pursuant to Section 2924 of the Civil Code, nor to a deed of reconveyance.

(b) If a sequential journal of official acts performed by a notary public is stolen, lost, misplaced, destroyed, damaged, or otherwise rendered unusable as a record of notarial acts and information, the notary public shall immediately notify the Secretary of State by certified or registered mail or any other means of physical delivery that provides a receipt. The notification shall include the period of the journal entries, the notary public commission number, and the expiration date of the commission, and when applicable, a photocopy of any police report that specifies the theft of the sequential journal of official acts.

(c) Upon written request of any member of the public, which request shall include the name of the parties, the type of document, and the month and year in which notarized, the notary shall supply a photostatic copy of the line item representing the requested transaction at a cost of not more than thirty cents (\$0.30) per page.

(d) The journal of notarial acts of a notary public is the exclusive property of that notary public, and shall not be surrendered to an employer upon termination of employment, whether or not the employer paid for the journal, or at any other time. The notary public shall not surrender the journal to any other person, except the county clerk, pursuant to Section 8209, or immediately, or if the journal is not present then as soon as possible, upon request to a peace officer investigating a criminal offense who has reasonable suspicion to believe the journal contains evidence of a criminal offense, as defined in Sections 830.1, 830.2, and 830.3 of the Penal Code, acting in his or her official capacity and within his or her authority. If the peace officer seizes the notary journal, he or she must have probable cause as required by the laws of this state and the United States. A peace officer or law enforcement agency that seizes a notary journal shall notify the Secretary of State by facsimile within 24 hours, or as soon as possible thereafter, of the name of the notary public whose journal has been seized. The notary public shall obtain a receipt for the journal, and shall notify the Secretary of State by certified mail any other means of physical delivery that provides a receipt within 10 days that the journal was relinquished to a peace officer. The notification shall include the period of the journal entries, the commission number of the notary public, the expiration date of the commission, and a photocopy of the receipt. The notary public shall obtain a new sequential journal. If the journal relinquished to a peace officer is returned to the notary public and a new journal has been obtained, the notary public shall make no new entries in the returned journal. A notary public who is an employee shall permit inspection and copying of journal transactions by a duly designated auditor or agent of the notary public's employer, provided that the inspection and copying is done in the presence of the notary public and the transactions are directly associated with the business purposes of the employer. The notary public, upon the request of the employer, shall regularly provide copies of all transactions that are directly associated with the business purposes of the employer, but shall not be required to provide copies of any transaction that is unrelated to the employer's business. Confidentiality and safekeeping of any copies of the journal provided to the employer shall be the responsibility of that employer.

(e) The notary public shall provide the journal for examination and copying in the presence of the notary public upon receipt of a subpoena duces tecum or a court order, and shall certify those copies if requested.



(f) Any applicable requirements of, or exceptions to, state and federal law shall apply to a peace officer engaged in the search or seizure of a sequential journal.

**SEC. 6.** Section 8213 of the Government Code is amended to read:

**8213.** (a) No later than 30 days after the beginning of the term prescribed in the commission, every person appointed a notary public shall file an official bond and an oath of office in the office of the county clerk of the county within which the person maintains a principal place of business as shown in the application submitted to the Secretary of State, and the commission shall not take effect unless this is done within the 30-day period. A person appointed to be a notary public shall take and subscribe the oath of office either in the office of that county clerk or before another notary public in that county. If the oath of office is taken and subscribed before the county clerk, the person appointed to be a notary public shall present an identification document meeting the requirements of subparagraph (A) or (B) of paragraph (3), or of subparagraph (A) or (E) or paragraph (4), of subdivision (b) of Section 1185 of the Civil Code to the county clerk as satisfactory evidence of identity. If the oath of office is taken and subscribed before a notary public, the oath and bond may be filed with the county clerk by certified mail or any other means of physical delivery that provides a receipt. Upon the filing of the oath and bond, the county clerk shall immediately transmit to the Secretary of State a certificate setting forth the fact of the filing and containing a copy of the official oath, personally signed by the notary public in the form set forth in the commission and shall immediately deliver the bond to the county recorder for recording. The county clerk shall retain the oath of office for one year following the expiration of the term of the commission for which the oath was taken, after which the oath may be destroyed or otherwise disposed of. The copy of the oath, personally signed by the notary public, on file with the Secretary of State may at any time be read in evidence with like effect as the original oath, without further proof.

(b) If a notary public transfers the principal place of business from one county to another, the notary public may file a new oath of office and bond, or a duplicate of the original bond with the county clerk to which the principal place of business was transferred. If the notary public elects to make a new filing, the notary public shall, within 30 days of the filing, obtain an official seal which shall include the name of the county to which the notary public has transferred. In a case where the notary public elects to make a new filing, the same filing and recording fees are applicable as in the case of the original filing and recording of the bond.

(c) If a notary public submits an application for a name change to the Secretary of State, the notary public shall, within 30 days from the date an amended commission is issued, file a new oath of office and an amendment to the bond with the county clerk in which the principal place of business is located. The amended commission with the name change shall not take effect unless the filing is completed within the 30-day period. The amended commission with the name change takes effect the date the oath and amendment to the bond is filed with the county clerk. If the principal place of business address was changed in the application for name change, either a new or duplicate of the original bond shall be filed with the county clerk with the amendment to the bond. The notary public shall, within 30 days of the filing, obtain an official seal that includes the name of the notary public and the name of the county to which the notary public has transferred, if applicable.

(d) The recording fee specified in Section 27361 of the Government Code shall be paid by the person appointed a notary public. The fee may be paid to the county clerk who shall transmit it to the county recorder.

(e) The county recorder shall record the bond and shall thereafter mail, unless specified to the contrary, it to the person named in the instrument and, if no person is named, to the party leaving it for recording.

**SEC. 7.** Section 8213.5 of the Government Code is amended to read:

**8213.5.** A notary public shall notify the Secretary of State by certified mail or any other means of physical delivery that provides a receipt within 30 days as to any change in the location or address of the principal place of business or residence. A notary public shall not use a commercial mail receiving agency or post office box as his or her principal place of business or residence, unless the notary public also provides the Secretary of State with a physical street address as the principal place of residence. Willful failure to notify the Secretary of State of a change of address shall be punishable as an infraction by a fine of not more than five hundred dollars (\$500).

**SEC. 8.** Section 8311 of the Government Code is amended to read:

**8311.** Wherever any notice or other communication is required by any law to be mailed by registered mail to or by the state, or any officer or agency thereof, the mailing of such notice or other communication by certified mail

or any other means of physical delivery that provides a receipt shall be deemed to be a sufficient compliance with the requirements of such law.

**SEC. 9.** Section 15606.1 of the Government Code is amended to read:

**15606.1.** The duties, rules, regulations, and instructions as specified in Section 15606 shall include provisions for mobilehomes and floating homes which are subject to local property taxation.

**SEC. 10.** Section 40805 of the Government Code is amended to read:

**40805.** The report shall be published or posted consistent with the timelines established in Section 53891 after the close of the fiscal year for which the report is compiled.

**SEC. 11.** Section 53087.7 of the Government Code is amended to read:

**53087.7.** (a) A city, including a charter city, county, or city and county, shall not enact any ordinance or regulation, or enforce any existing ordinance or regulation, that prohibits the installation of drought tolerant landscaping, synthetic grass, or artificial turf on residential property.

(b) A city, including a charter city, county, or city and county, may impose reasonable restrictions on the type of drought tolerant landscaping, synthetic grass, or artificial turf that may be installed on residential property provided that those restrictions do not do any of the following:

(1) Substantially increase the cost of installing drought tolerant landscaping, synthetic grass, or artificial turf.

(2) Effectively prohibit the installation of drought tolerant landscaping, synthetic grass, or artificial turf.

(3) Significantly impede the installation of drought tolerant landscaping, including, but not limited to, a requirement that a residential yard must be completely covered with living plant material.

(c) A city, including a charter city, county, or city and county, may impose reasonable restrictions on the installation or design of synthetic grass or artificial turf within the dripline of a tree protected by local ordinance.

**SEC. 12.** Section 53601 of the Government Code is amended to read:

**53601.** This section shall apply to a local agency that is a city, a district, or other local agency that does not pool money in deposits or investments with other local agencies, other than local agencies that have the same governing body. However, Section 53635 shall apply to all local agencies that pool money in deposits or investments with other local agencies that have separate governing bodies. The legislative body of a local agency having moneys in a sinking fund or moneys in its treasury not required for the immediate needs of the local agency may invest any portion of the moneys that it deems wise or expedient in those investments set forth below. A local agency purchasing or obtaining any securities prescribed in this section, in a negotiable, bearer, registered, or nonregistered format, shall require delivery of the securities to the local agency, including those purchased for the agency by financial advisers, consultants, or managers using the agency's funds, by book entry, physical delivery, or by third-party custodial agreement. The transfer of securities to the counterparty bank's customer book entry account may be used for book entry delivery.

For purposes of this section, "counterparty" means the other party to the transaction. A counterparty bank's trust department or separate safekeeping department may be used for the physical delivery of the security if the security is held in the name of the local agency. Where this section specifies a percentage limitation for a particular category of investment, that percentage is applicable only at the date of purchase. Where this section does not specify a limitation on the term or remaining maturity at the time of the investment, no investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement or securities lending agreement authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment program approved by the legislative body no less than three months prior to the investment:

(a) Bonds issued by the local agency, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency.

(b) United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

(c) Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.

(d) Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.

(e) Bonds, notes, warrants, or other evidences of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

(f) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

(g) Bankers' acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances shall not exceed 180 days' maturity or 40 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 30 percent of the agency's moneys may be invested in the bankers' acceptances of any one commercial bank pursuant to this section.

This subdivision does not preclude a municipal utility district from investing moneys in its treasury in a manner authorized by the Municipal Utility District Act (Division 6 (commencing with Section 11501) of the Public Utilities Code).

(h) Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or (2):

(1) The entity meets the following criteria:

(A) Is organized and operating in the United States as a general corporation.

(B) Has total assets in excess of five hundred million dollars (\$500,000,000).

(C) Has debt other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or higher by an NRSRO.

(2) The entity meets the following criteria:

(A) Is organized within the United States as a special purpose corporation, trust, or limited liability company.

(B) Has programwide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond.

(C) Has commercial paper that is rated "A-1" or higher, or the equivalent, by an NRSRO.

Eligible commercial paper shall have a maximum maturity of 270 days or less. Local agencies, other than counties or a city and county, may invest no more than 25 percent of their moneys in eligible commercial paper. Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper of any single issuer. Counties or a city and county may invest in commercial paper pursuant to the concentration limits in subdivision (a) of Section 53635.

(i) Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section. For purposes of this section, negotiable certificates of deposit do not come within Article 2 (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. The legislative body of a local agency and the treasurer or other official of the local agency having legal custody of the moneys are

prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the legislative body of the local agency, or a person with investment decisionmaking authority in the administrative office manager's office, budget office, auditor-controller's office, or treasurer's office of the local agency also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.

(j) (1) Investments in repurchase agreements or reverse repurchase agreements or securities lending agreements of securities authorized by this section, as long as the agreements are subject to this subdivision, including the delivery requirements specified in this section.

(2) Investments in repurchase agreements may be made, on an investment authorized in this section, when the term of the agreement does not exceed one year. The market value of securities that underlie a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day.

(3) Reverse repurchase agreements or securities lending agreements may be utilized only when all of the following conditions are met:

(A) The security to be sold using a reverse repurchase agreement or securities lending agreement has been owned and fully paid for by the local agency for a minimum of 30 days prior to sale.

(B) The total of all reverse repurchase agreements and securities lending agreements on investments owned by the local agency does not exceed 20 percent of the base value of the portfolio.

(C) The agreement does not exceed a term of 92 days, unless the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

(D) Funds obtained or funds within the pool of an equivalent amount to that obtained from selling a security to a counterparty using a reverse repurchase agreement or securities lending agreement shall not be used to purchase another security with a maturity longer than 92 days from the initial settlement date of the reverse repurchase agreement or securities lending agreement, unless the reverse repurchase agreement or securities lending agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

(4) (A) Investments in reverse repurchase agreements, securities lending agreements, or similar investments in which the local agency sells securities prior to purchase with a simultaneous agreement to repurchase the security may be made only upon prior approval of the governing body of the local agency and shall be made only with primary dealers of the Federal Reserve Bank of New York or with a nationally or state-chartered bank that has or has had a significant banking relationship with a local agency.

(B) For purposes of this chapter, "significant banking relationship" means any of the following activities of a bank:

(i) Involvement in the creation, sale, purchase, or retirement of a local agency's bonds, warrants, notes, or other evidence of indebtedness.

(ii) Financing of a local agency's activities.

(iii) Acceptance of a local agency's securities or funds as deposits.

(5) (A) "Repurchase agreement" means a purchase of securities by the local agency pursuant to an agreement by which the counterparty seller will repurchase the securities on or before a specified date and for a specified amount and the counterparty will deliver the underlying securities to the local agency by book entry, physical delivery, or by third-party custodial agreement. The transfer of underlying securities to the counterparty bank's customer book-entry account may be used for book-entry delivery.

(B) "Securities," for purposes of repurchase under this subdivision, means securities of the same issuer, description, issue date, and maturity.

(C) "Reverse repurchase agreement" means a sale of securities by the local agency pursuant to an agreement by which the local agency will repurchase the securities on or before a specified date and includes other comparable agreements.

(D) "Securities lending agreement" means an agreement under which a local agency agrees to transfer securities to a borrower who, in turn, agrees to provide collateral to the local agency. During the term of the agreement, both the securities and the collateral are held by a third party. At the conclusion of the agreement, the securities are transferred back to the local agency in return for the collateral.

(E) For purposes of this section, the base value of the local agency's pool portfolio shall be that dollar amount obtained by totaling all cash balances placed in the pool by all pool participants, excluding any amounts obtained through selling securities by way of reverse repurchase agreements, securities lending agreements, or other similar borrowing methods.

(F) For purposes of this section, the spread is the difference between the cost of funds obtained using the reverse repurchase agreement and the earnings obtained on the reinvestment of the funds.

(k) Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a rating category of "A" or its equivalent or better by an NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section.

(l) (1) Shares of beneficial interest issued by diversified management companies that invest in the securities and obligations as authorized by subdivisions (a) to (k), inclusive, and subdivisions (m) to (q), inclusive, and that comply with the investment restrictions of this article and Article 2 (commencing with Section 53630). However, notwithstanding these restrictions, a counterparty to a reverse repurchase agreement or securities lending agreement is not required to be a primary dealer of the Federal Reserve Bank of New York if the company's board of directors finds that the counterparty presents a minimal risk of default, and the value of the securities underlying a repurchase agreement or securities lending agreement may be 100 percent of the sales price if the securities are marked to market daily.

(2) Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.).

(3) If investment is in shares issued pursuant to paragraph (1), the company shall have met either of the following criteria:

(A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by subdivisions (a) to (k), inclusive, and subdivisions (m) to (q), inclusive, and with assets under management in excess of five hundred million dollars (\$500,000,000).

(4) If investment is in shares issued pursuant to paragraph (2), the company shall have met either of the following criteria:

(A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).

(5) The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include commission that the companies may charge and shall not exceed 20 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 10 percent of the agency's funds may be invested in shares of beneficial interest of any one mutual fund pursuant to paragraph (1).

(m) Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.

(n) Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.

(o) A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be issued by an issuer rated in a rating category of "A" or its equivalent or better for the issuer's debt as provided by an NRSRO and rated in a rating category of "AA" or its equivalent or better by an NRSRO. Purchase of securities authorized by this subdivision shall not exceed 20 percent of the agency's surplus moneys that may be invested pursuant to this section.

(p) Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (q), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

(1) The adviser is registered or exempt from registration with the Securities and Exchange Commission.

(2) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive.

(3) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

(q) United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO and shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section.

**SEC. 13.** Section 65091 of the Government Code is amended to read:

**65091.** (a) When a provision of this title requires notice of a public hearing to be given pursuant to this section, notice shall be given in all of the following ways:

(1) Notice of the hearing shall be mailed or delivered at least 10 days prior to the hearing to the owner of the subject real property as shown on the latest equalized assessment roll. Instead of using the assessment roll, the local agency may use records of the county assessor or tax collector if those records contain more recent information than the information contained on the assessment roll. Notice shall also be mailed to the owner's duly authorized agent, if any, and to the project applicant.

(2) When the Subdivision Map Act (Division 2 (commencing with Section 66410) of Title 7) requires notice of a public hearing to be given pursuant to this section, notice shall also be given to any owner of a mineral right pertaining to the subject real property who has recorded a notice of intent to preserve the mineral right pursuant to Section 883.230 of the Civil Code.

(3) Notice of the hearing shall be mailed or delivered at least 10 days prior to the hearing to each local agency expected to provide water, sewage, streets, roads, schools, or other essential facilities or services to the project, whose ability to provide those facilities and services may be significantly affected.

(4) Notice of the hearing shall be mailed or delivered at least 10 days prior to the hearing to all owners of real property as shown on the latest equalized assessment roll within 300 feet of the real property that is the subject of the hearing. In lieu of using the assessment roll, the local agency may use records of the county assessor or tax collector which contain more recent information than the assessment roll. If the number of owners to whom notice would be mailed or delivered pursuant to this paragraph or paragraph (1) is greater than 1,000, a local agency, in lieu of mailed or delivered notice, may provide notice by placing a display advertisement of at least one-eighth page in at least one newspaper of general circulation within the local agency in which the proceeding is conducted at least 10 days prior to the hearing.

(5) If the notice is mailed or delivered pursuant to paragraph (4), the notice shall also either be:

(A) Published pursuant to Section 6061 in at least one newspaper of general circulation within the local agency which is conducting the proceeding at least 10 days prior to the hearing.

(B) Posted at least 10 days prior to the hearing in at least three public places within the boundaries of the local agency, including one public place in the area directly affected by the proceeding.

(b) The notice shall include the information specified in Section 65094.

(c) In addition to the notice required by this section, a local agency may give notice of the hearing in any other manner it deems necessary or desirable.

(d) Whenever a hearing is held regarding a permit for a drive-through facility, or modification of an existing drive-through facility permit, the local agency shall incorporate, where necessary, notice procedures to the blind, aged, and disabled communities in order to facilitate their participation in any hearing on, or appeal of the denial of, a drive-through facility permit. The Legislature finds that access restrictions to commercial establishments affecting the blind, aged, or disabled, is a critical statewide problem; therefore, this subdivision shall be applicable to charter cities.

**SEC. 14.** Section 65302 of the Government Code, as amended by Section 1 of Chapter 608 of the Statutes of 2015, is amended to read:

**65302.** The general plan shall consist of a statement of development policies and shall include a diagram or diagrams and text setting forth objectives, principles, standards, and plan proposals. The plan shall include the following elements:

(a) A land use element that designates the proposed general distribution and general location and extent of the uses of the land for housing, business, industry, open space, including agriculture, natural resources, recreation, and enjoyment of scenic beauty, education, public buildings and grounds, solid and liquid waste disposal facilities, and other categories of public and private uses of land. The location and designation of the extent of the uses of the land for public and private uses shall consider the identification of land and natural resources pursuant to paragraph (3) of subdivision (d). The land use element shall include a statement of the standards of population density and building intensity recommended for the various districts and other territory covered by the plan. The land use element shall identify and annually review those areas covered by the plan that are subject to flooding identified by flood plain mapping prepared by the Federal Emergency Management Agency (FEMA) or the Department of Water Resources. The land use element shall also do both of the following:

(1) Designate in a land use category that provides for timber production those parcels of real property zoned for timberland production pursuant to the California Timberland Productivity Act of 1982 (Chapter 6.7 (commencing with Section 51100) of Part 1 of Division 1 of Title 5).

(2) Consider the impact of new growth on military readiness activities carried out on military bases, installations, and operating and training areas, when proposing zoning ordinances or designating land uses covered by the general plan for land, or other territory adjacent to military facilities, or underlying designated military aviation routes and airspace.

(A) In determining the impact of new growth on military readiness activities, information provided by military facilities shall be considered. Cities and counties shall address military impacts based on information from the military and other sources.

(B) The following definitions govern this paragraph:

(i) "Military readiness activities" mean all of the following:



(I) Training, support, and operations that prepare the men and women of the military for combat.

(II) Operation, maintenance, and security of any military installation.

(III) Testing of military equipment, vehicles, weapons, and sensors for proper operation or suitability for combat use.

(ii) "Military installation" means a base, camp, post, station, yard, center, homeport facility for any ship, or other activity under the jurisdiction of the United States Department of Defense as defined in paragraph (1) of subsection (g) of Section 2687 of Title 10 of the United States Code.

(b) (1) A circulation element consisting of the general location and extent of existing and proposed major thoroughfares, transportation routes, terminals, any military airports and ports, and other local public utilities and facilities, all correlated with the land use element of the plan.

(2) (A) Commencing January 1, 2011, upon any substantive revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.

(B) For purposes of this paragraph, "users of streets, roads, and highways" mean bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.

(c) A housing element as provided in Article 10.6 (commencing with Section 65580).

(d) (1) A conservation element for the conservation, development, and utilization of natural resources including water and its hydraulic force, forests, soils, rivers and other waters, harbors, fisheries, wildlife, minerals, and other natural resources. The conservation element shall consider the effect of development within the jurisdiction, as described in the land use element, on natural resources located on public lands, including military installations. That portion of the conservation element including waters shall be developed in coordination with any countywide water agency and with all district and city agencies, including flood management, water conservation, or groundwater agencies that have developed, served, controlled, managed, or conserved water of any type for any purpose in the county or city for which the plan is prepared. Coordination shall include the discussion and evaluation of any water supply and demand information described in Section 65352.5, if that information has been submitted by the water agency to the city or county.

(2) The conservation element may also cover all of the following:

(A) The reclamation of land and waters.

(B) Prevention and control of the pollution of streams and other waters.

(C) Regulation of the use of land in stream channels and other areas required for the accomplishment of the conservation plan.

(D) Prevention, control, and correction of the erosion of soils, beaches, and shores.

(E) Protection of watersheds.

(F) The location, quantity and quality of the rock, sand, and gravel resources.

(3) Upon the next revision of the housing element on or after January 1, 2009, the conservation element shall identify rivers, creeks, streams, flood corridors, riparian habitats, and land that may accommodate floodwater for purposes of groundwater recharge and stormwater management.

(e) An open-space element as provided in Article 10.5 (commencing with Section 65560).

(f) (1) A noise element that shall identify and appraise noise problems in the community. The noise element shall analyze and quantify, to the extent practicable, as determined by the legislative body, current and projected noise levels for all of the following sources:

(A) Highways and freeways.

(B) Primary arterials and major local streets.

(C) Passenger and freight online railroad operations and ground rapid transit systems.

(D) Commercial, general aviation, heliport, helistop, and military airport operations, aircraft overflights, jet engine test stands, and all other ground facilities and maintenance functions related to airport operation.

(E) Local industrial plants, including, but not limited to, railroad classification yards.

(F) Other ground stationary noise sources, including, but not limited to, military installations, identified by local agencies as contributing to the community noise environment.

(2) Noise contours shall be shown for all of these sources and stated in terms of community noise equivalent level (CNEL) or day-night average sound level (Ldn). The noise contours shall be prepared on the basis of noise monitoring or following generally accepted noise modeling techniques for the various sources identified in paragraphs (1) to (6), inclusive.

(3) The noise contours shall be used as a guide for establishing a pattern of land uses in the land use element that minimizes the exposure of community residents to excessive noise.

(4) The noise element shall include implementation measures and possible solutions that address existing and foreseeable noise problems, if any. The adopted noise element shall serve as a guideline for compliance with the state's noise insulation standards.

(g) (1) A safety element for the protection of the community from any unreasonable risks associated with the effects of seismically induced surface rupture, ground shaking, ground failure, tsunami, seiche, and dam failure; slope instability leading to mudslides and landslides; subsidence; liquefaction; and other seismic hazards identified pursuant to Chapter 7.8 (commencing with Section 2690) of Division 2 of the Public Resources Code, and other geologic hazards known to the legislative body; flooding; and wildland and urban fires. The safety element shall include mapping of known seismic and other geologic hazards. It shall also address evacuation routes, military installations, peakload water supply requirements, and minimum road widths and clearances around structures, as those items relate to identified fire and geologic hazards.

(2) The safety element, upon the next revision of the housing element on or after January 1, 2009, shall also do the following:

(A) Identify information regarding flood hazards, including, but not limited to, the following:

(i) Flood hazard zones. As used in this subdivision, "flood hazard zone" means an area subject to flooding that is delineated as either a special hazard area or an area of moderate or minimal hazard on an official flood insurance rate map issued by the Federal Emergency Management Agency (FEMA). The identification of a flood hazard zone does not imply that areas outside the flood hazard zones or uses permitted within flood hazard zones will be free from flooding or flood damage.

(ii) National Flood Insurance Program maps published by FEMA.

(iii) Information about flood hazards that is available from the United States Army Corps of Engineers.

(iv) Designated floodway maps that are available from the Central Valley Flood Protection Board.

(v) Dam failure inundation maps prepared pursuant to Section 8589.5 that are available from the Office of Emergency Services.

(vi) Awareness Floodplain Mapping Program maps and 200-year flood plain maps that are or may be available from, or accepted by, the Department of Water Resources.

(vii) Maps of levee protection zones.

(viii) Areas subject to inundation in the event of the failure of project or nonproject levees or floodwalls.

(ix) Historical data on flooding, including locally prepared maps of areas that are subject to flooding, areas that are vulnerable to flooding after wildfires, and sites that have been repeatedly damaged by flooding.

(x) Existing and planned development in flood hazard zones, including structures, roads, utilities, and essential public facilities.

(xi) Local, state, and federal agencies with responsibility for flood protection, including special districts and local offices of emergency services.

(B) Establish a set of comprehensive goals, policies, and objectives based on the information identified pursuant to subparagraph (A), for the protection of the community from the unreasonable risks of flooding, including, but not limited to:

(i) Avoiding or minimizing the risks of flooding to new development.

(ii) Evaluating whether new development should be located in flood hazard zones, and identifying construction methods or other methods to minimize damage if new development is located in flood hazard zones.

(iii) Maintaining the structural and operational integrity of essential public facilities during flooding.

(iv) Locating, when feasible, new essential public facilities outside of flood hazard zones, including hospitals and health care facilities, emergency shelters, fire stations, emergency command centers, and emergency communications facilities or identifying construction methods or other methods to minimize damage if these facilities are located in flood hazard zones.

(v) Establishing cooperative working relationships among public agencies with responsibility for flood protection.

(C) Establish a set of feasible implementation measures designed to carry out the goals, policies, and objectives established pursuant to subparagraph (B).

(3) Upon the next revision of the housing element on or after January 1, 2014, the safety element shall be reviewed and updated as necessary to address the risk of fire for land classified as state responsibility areas, as defined in Section 4102 of the Public Resources Code, and land classified as very high fire hazard severity zones, as defined in Section 51177. This review shall consider the advice included in the Office of Planning and Research's most recent publication of "Fire Hazard Planning, General Plan Technical Advice Series" and shall also include all of the following:

(A) Information regarding fire hazards, including, but not limited to, all of the following:

(i) Fire hazard severity zone maps available from the Department of Forestry and Fire Protection.

(ii) Any historical data on wildfires available from local agencies or a reference to where the data can be found.

(iii) Information about wildfire hazard areas that may be available from the United States Geological Survey.

(iv) General location and distribution of existing and planned uses of land in very high fire hazard severity zones and in state responsibility areas, including structures, roads, utilities, and essential public facilities. The location and distribution of planned uses of land shall not require defensible space compliance measures required by state law or local ordinance to occur on publicly owned lands or open space designations of homeowner associations.

(v) Local, state, and federal agencies with responsibility for fire protection, including special districts and local offices of emergency services.

(B) A set of goals, policies, and objectives based on the information identified pursuant to subparagraph (A) for the protection of the community from the unreasonable risk of wildfire.

(C) A set of feasible implementation measures designed to carry out the goals, policies, and objectives based on the information identified pursuant to subparagraph (B) including, but not limited to, all of the following:

(i) Avoiding or minimizing the wildfire hazards associated with new uses of land.

(ii) Locating, when feasible, new essential public facilities outside of high fire risk areas, including, but not limited to, hospitals and health care facilities, emergency shelters, emergency command centers, and emergency communications facilities, or identifying construction methods or other methods to minimize damage if these facilities are located in a state responsibility area or very high fire hazard severity zone.

(iii) Designing adequate infrastructure if a new development is located in a state responsibility area or in a very high fire hazard severity zone, including safe access for emergency response vehicles, visible street signs, and water supplies for structural fire suppression.

(iv) Working cooperatively with public agencies with responsibility for fire protection.

(D) If a city or county has adopted a fire safety plan or document separate from the general plan, an attachment of, or reference to, a city or county's adopted fire safety plan or document that fulfills commensurate goals and objectives and contains information required pursuant to this paragraph.

(4) Upon the next revision of a local hazard mitigation plan, adopted in accordance with the federal Disaster Mitigation Act of 2000 (Public Law 106-390), on or after January 1, 2017, or, if a local jurisdiction has not adopted a local hazard mitigation plan, beginning on or before January 1, 2022, the safety element shall be reviewed and updated as necessary to address climate adaptation and resiliency strategies applicable to the city or county. This review shall consider advice provided in the Office of Planning and Research's General Plan Guidelines and shall include all of the following:

(A) (i) A vulnerability assessment that identifies the risks that climate change poses to the local jurisdiction and the geographic areas at risk from climate change impacts, including, but not limited to, an assessment of how climate change may affect the risks addressed pursuant to paragraphs (2) and (3).

(ii) Information that may be available from federal, state, regional, and local agencies that will assist in developing the vulnerability assessment and the adaptation policies and strategies required pursuant to subparagraph (B), including, but not limited to, all of the following:

(I) Information from the Internet-based Cal-Adapt tool.

(II) Information from the most recent version of the California Adaptation Planning Guide.

(III) Information from local agencies on the types of assets, resources, and populations that will be sensitive to various climate change exposures.

(IV) Information from local agencies on their current ability to deal with the impacts of climate change.

(V) Historical data on natural events and hazards, including locally prepared maps of areas subject to previous risk, areas that are vulnerable, and sites that have been repeatedly damaged.

(VI) Existing and planned development in identified at-risk areas, including structures, roads, utilities, and essential public facilities.

(VII) Federal, state, regional, and local agencies with responsibility for the protection of public health and safety and the environment, including special districts and local offices of emergency services.

(B) A set of adaptation and resilience goals, policies, and objectives based on the information specified in subparagraph (A) for the protection of the community.

(C) A set of feasible implementation measures designed to carry out the goals, policies, and objectives identified pursuant to subparagraph (B) including, but not limited to, all of the following:

(i) Feasible methods to avoid or minimize climate change impacts associated with new uses of land.

(ii) The location, when feasible, of new essential public facilities outside of at-risk areas, including, but not limited to, hospitals and health care facilities, emergency shelters, emergency command centers, and emergency communications facilities, or identifying construction methods or other methods to minimize damage if these facilities are located in at-risk areas.

(iii) The designation of adequate and feasible infrastructure located in an at-risk area.

(iv) Guidelines for working cooperatively with relevant local, regional, state, and federal agencies.

(v) The identification of natural infrastructure that may be used in adaptation projects, where feasible. Where feasible, the plan shall use existing natural features and ecosystem processes, or the restoration of natural features and ecosystem processes, when developing alternatives for consideration. For the purposes of this clause, "natural infrastructure" means the preservation or restoration of ecological systems, or utilization of engineered systems that use ecological processes, to increase resiliency to

climate change, manage other environmental hazards, or both. This may include, but is not limited to, floodplain and wetlands restoration or preservation, combining levees with restored natural systems to reduce flood risk, and urban tree planting to mitigate high heat days.

(D) (i) If a city or county has adopted the local hazard mitigation plan, or other climate adaptation plan or document that fulfills commensurate goals and objectives and contains the information required pursuant to this paragraph, separate from the general plan, an attachment of, or reference to, the local hazard mitigation plan or other climate adaptation plan or document.

(ii) Cities or counties that have an adopted hazard mitigation plan, or other climate adaptation plan or document that substantially complies with this section, or have substantially equivalent provisions to this subdivision in their general plans, may use that information in the safety element to comply with this subdivision, and shall summarize and incorporate by reference into the safety element the other general plan provisions, climate adaptation plan or document, specifically showing how each requirement of this subdivision has been met.

(5) After the initial revision of the safety element pursuant to paragraphs (2) and (3), upon each revision of the housing element, the planning agency shall review and, if necessary, revise the safety element to identify new information relating to flood and fire hazards that was not available during the previous revision of the safety element.

(6) Cities and counties that have flood plain management ordinances that have been approved by FEMA that substantially comply with this section, or have substantially equivalent provisions to this subdivision in their general plans, may use that information in the safety element to comply with this subdivision, and shall summarize and incorporate by reference into the safety element the other general plan provisions or the flood plain ordinance, specifically showing how each requirement of this subdivision has been met.

(7) Prior to the periodic review of its general plan and prior to preparing or revising its safety element, each city and county shall consult the California Geological Survey of the Department of Conservation, the Central Valley Flood Protection Board, if the city or county is located within the boundaries of the Sacramento and San Joaquin Drainage District, as set forth in Section 8501 of the Water Code, and the Office of Emergency Services for the purpose of including information known by and available to the department, the agency, and the board required by this subdivision.

(8) To the extent that a county's safety element is sufficiently detailed and contains appropriate policies and programs for adoption by a city, a city may adopt that portion of the county's safety element that pertains to the city's planning area in satisfaction of the requirement imposed by this subdivision.

**SEC. 15.** Section 67661 of the Government Code is amended to read:

**67661.** The following may serve as ex officio nonvoting members of the board:

- (a) A representative appointed by the Monterey Peninsula Community College District.
- (b) A representative appointed by the Monterey Peninsula Unified School District.
- (c) A representative designated by the Member of Congress that has the majority portion of Ford Ord in his or her Congressional District.
- (d) A representative designated by the Senator that has the majority portion of Ford Ord in his or her Senate District.
- (e) A representative designated by the Assembly Member that has the majority portion of Ford Ord in his or her Assembly District.
- (f) A representative designated by the United States Army.
- (g) A representative designated by the Chancellor of the California State University.
- (h) A representative designated by the President of the University of California.
- (i) A representative designated by the Monterey County Water Resources Agency.
- (j) A representative designated by the Transportation Agency of Monterey County.

**SEC. 16.** Section 5471 of the Health and Safety Code is amended to read:

**5471.** (a) In addition to the powers granted in the principal act, any entity shall have power, by an ordinance or resolution approved by a two-thirds vote of the members of the legislative body thereof, to prescribe, revise and collect, fees, tolls, rates, rentals, or other charges for services and facilities furnished by it, either within or without its territorial limits, in connection with its water, sanitation, storm drainage, or sewerage system.

(b) In addition to the powers granted in the principal act, any entity shall have power, pursuant to the notice, protest, and hearing procedures in Section 53753 of the Government Code, to prescribe, revise, and collect water, sewer, or water and sewer standby or immediate availability charges for services and facilities furnished by it, either within or without its territorial limits, in connection with its water, sanitation, storm drainage, or sewerage system.

(c) The entity may provide that the charge for the service shall be collected with the rates, tolls, and charges for any other utility, and that any or all of these charges may be billed upon the same bill. Where the charge is to be collected with the charges for any other utility service furnished by a department or agency of the entity and over which its legislative body does not exercise control, the consent of the department or agency shall be obtained prior to collecting water, sanitation, storm drainage, or sewerage charges with the charges for any other utility. Revenues derived under the provisions in this section, shall be used only for the acquisition, construction, reconstruction, maintenance, and operation of water systems and sanitation, storm drainage, or sewerage facilities, to repay principal and interest on bonds issued for the construction or reconstruction of these water systems and sanitary, storm drainage, or sewerage facilities and to repay federal or state loans or advances made to the entity for the construction or reconstruction of water systems and sanitary, storm drainage, or sewerage facilities. However, the revenue shall not be used for the acquisition or construction of new local street sewers or laterals as distinguished from main trunk, interceptor, and outfall sewers.

(d) If the procedures set forth in this section as it read at the time a standby charge was established were followed, the entity may, by ordinance or resolution adopted by a two-thirds vote of the members of the legislative body thereof, continue the charge pursuant to this section in successive years at the same rate. If new, increased, or extended assessments are proposed, the entity shall comply with the notice, protest, and hearing procedures in Section 53753 of the Government Code.

**SEC. 17.** Section 5473 of the Health and Safety Code is amended to read:

**5473.** Any entity which has adopted an ordinance or resolution pursuant to this article or an order pursuant to Section 6520.5 may, by such ordinance or resolution or by separate ordinances or resolutions approved by a two-thirds vote of the members of the legislative body thereof, elect to have such charges collected on the tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, its general taxes. In such event, it shall cause a written report to be prepared each year and filed with the clerk, which shall contain a description of each parcel of real property receiving such services and facilities and the amount of the charge for each parcel for the year, computed in conformity with the charges prescribed by the ordinance or resolution.

Any ordinance or resolution adopted pursuant to this section authorizing the collection of charges on the tax roll shall remain in effect for the time specified in the ordinance or resolution or, if no time is specified in the ordinance or resolution, until repealed or until a change is made in the rates charged by the entity.

The powers authorized by this section shall be alternative to all other powers of any entity, and alternative to other procedures adopted by the legislative body thereof for the collection of such charges.

The real property may be described by reference to maps prepared in accordance with Section 327 of the Revenue and Taxation Code, and on file in the office of the county assessor or by reference to plats or maps on file in the office of the clerk.

**SEC. 18.** Section 5474 of the Health and Safety Code is amended to read:

**5474.** An entity shall have the power by ordinance or resolution approved by two-thirds vote of the members of the legislative body thereof to fix fees or charges for the privilege of connecting to its sanitation or sewerage facilities and improvements constructed by the entity pursuant to Sections 5463 and 5464, to fix the time or times at which the fees or charges shall become due, to provide for the payment of the fees or charges prior to connection or in installments over a period of not to exceed 30 years, to provide the rate of interest, not to

exceed 12 percent per annum, to be charged on the unpaid balance of the fees or charges, and to provide that the amount of the fees or charges and the interest thereon shall constitute a lien against the respective lots or parcels of land to which the facilities are connected at the time and in the manner specified in Sections 5473.5 and 5473.8. Prior to making the fees or charges a lien against the land, the legislative body shall give notice to the owners of the lots or parcels of land affected, and the notice shall set forth all of the following:

- (a) The schedule of fees or charges to be imposed by the entity.
- (b) A description of the property subject to the fees or charges, which description may be by reference to a plat or diagram on file in the office of the clerk of the legislative body, or to maps prepared in accordance with Section 327 of the Revenue and Taxation Code, and on file in the office of the county assessor.
- (c) The time or times at which the fees or charges shall become due.
- (d) The number of installments in which the fees or charges shall be payable.
- (e) The rate of interest, not to exceed 12 percent per annum, to be charged on the unpaid balance of the fees or charges.
- (f) That it is proposed that the fees or charges and interest thereon shall constitute a lien against the lots or parcels of land to which the facilities are furnished.
- (g) The time and place at which the legislative body will hold a hearing at which persons may appear and present any and all objections they may have to the imposition of the fees or charges as a lien against the land.

**SEC. 19.** Section 5474.8 of the Health and Safety Code is amended to read:

**5474.8.** Fees or charges imposed by an entity by ordinance or resolution adopted pursuant to Section 5474 may differ in amount or method of computation from fees or charges imposed by any other ordinance or resolution of such entity adopted pursuant to Section 5474.

**SEC. 20.** Section 13822 of the Health and Safety Code is amended to read:

**13822.** Once the chief petitioners have filed a sufficient petition or a legislative body has filed a resolution of application, the local agency formation commission shall proceed pursuant to Chapter 5 (commencing with Section 56825) of Part 3 of Division 3 of Title 5 of the Government Code.

**SEC. 21.** Section 22161 of the Public Contract Code, as amended by Section 2 of Chapter 715 of the Statutes of 2015, is amended to read:

**22161.** For purposes of this chapter, the following definitions apply:

- (a) "Best value" means a value determined by evaluation of objective criteria that relate to price, features, functions, life-cycle costs, experience, and past performance. A best value determination may involve the selection of the lowest cost proposal meeting the interests of the local agency and meeting the objectives of the project, selection of the best proposal for a stipulated sum established by the procuring agency, or a tradeoff between price and other specified factors.
- (b) "Construction subcontract" means each subcontract awarded by the design-build entity to a subcontractor that will perform work or labor or render service to the design-build entity in or about the construction of the work or improvement, or a subcontractor licensed by the State of California that, under subcontract to the design-build entity, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications produced by the design-build team.
- (c) "Design-build" means a project delivery process in which both the design and construction of a project are procured from a single entity.
- (d) "Design-build entity" means a corporation, limited liability company, partnership, joint venture, or other legal entity that is able to provide appropriately licensed contracting, architectural, and engineering services as needed pursuant to a design-build contract.
- (e) "Design-build team" means the design-build entity itself and the individuals and other entities identified by the design-build entity as members of its team. Members shall include the general contractor and, if utilized in



the design of the project, all electrical, mechanical, and plumbing contractors.

(f) "Local agency" means the following:

(1) A city, county, or city and county.

(2) A special district that operates wastewater facilities, solid waste management facilities, water recycling facilities, or fire protection facilities.

(3) Any transit district, included transit district, municipal operator, included municipal operator, any consolidated agency, as described in Section 132353.1 of the Public Utilities Code, any joint powers authority formed to provide transit service, any county transportation commission created pursuant to Section 130050 of the Public Utilities Code, or any other local or regional agency, responsible for the construction of transit projects.

(4) The San Diego Association of Governments, as referenced in the San Diego Regional Transportation Consolidation Act (Chapter 3 (commencing with Section 132350) of Division 12.7 of the Public Utilities Code).

(g) (1) For a local agency defined in paragraph (1) of subdivision (f), "project" means the construction of a building or buildings and improvements directly related to the construction of a building or buildings, county sanitation wastewater treatment facilities, and park and recreational facilities, but does not include the construction of other infrastructure, including, but not limited to, streets and highways, public rail transit, or water resources facilities and infrastructure. For a local agency defined in paragraph (1) of subdivision (f) that operates wastewater facilities, solid waste management facilities, or water recycling facilities, "project" also means the construction of regional and local wastewater treatment facilities, regional and local solid waste facilities, or regional and local water recycling facilities.

(2) For a local agency defined in paragraph (2) of subdivision (f), "project" means the construction of regional and local wastewater treatment facilities, regional and local solid waste facilities, regional and local water recycling facilities, or fire protection facilities.

(3) For a local agency defined in paragraph (3) of subdivision (f), "project" means a transit capital project that begins a project solicitation on or after January 1, 2015. A "project," as defined by this paragraph, that begins the solicitation process before January 1, 2015, is subject to Article 6.8 (commencing with Section 20209.5) of Chapter 1. "Project," as defined by this paragraph, does not include state highway construction or local street and road projects.

(4) For a local agency defined in paragraph (4) of subdivision (f), "project" has the same meaning as in paragraph (3), and in addition shall include development projects adjacent, or physically or functionally related, to transit facilities developed or jointly developed by the local agency.

**SEC. 22.** Section 11005 of the Revenue and Taxation Code is amended to read:

**11005.** After payment of refunds therefrom and after making the deductions authorized by Section 11003 and reserving the amount determined necessary by the Pooled Money Investment Board to meet the transfers ordered or proposed to be ordered pursuant to Section 16310 of the Government Code, the balance of all motor vehicle license fees and any other money appropriated by law for expenditure pursuant to this section, deposited to the credit of the Motor Vehicle License Fee Account in the Transportation Tax Fund, and remaining unexpended in that account at the close of business on the last day of the calendar month, shall be allocated by the Controller by the 10th day of the following month in accordance with the following:

(a) On and after July 1, 2011, to the Local Law Enforcement Services Account in the Local Revenue Fund 2011, as established by Section 30025 of the Government Code, for allocation to cities, counties, and cities and counties.

(b) On or after July 1, 2004, but before July 1, 2011:

(1) First, to the County of Orange. For the 2004-05 fiscal year, that county shall be allocated fifty-four million dollars (\$54,000,000) in monthly installments. For the 2005-06 fiscal year and each fiscal year thereafter, that county shall receive, in monthly installments, an amount equal to the amount allocated under this section for the prior fiscal year, adjusted for the percentage change in the amount of revenues credited to the Motor Vehicle License Fee Account in the Transportation Tax Fund from the revenues credited to that account in the prior fiscal year. Moneys allocated to the County of Orange under this subdivision shall be used first for the

service of indebtedness as provided in paragraph (1) of subdivision (a) of Section 11001.5. Any amounts in excess of the amount required for this service of indebtedness may be used by that county for any lawful purpose.

(2) Second, to each city, the population of which is determined under Section 11005.3 on August 5, 2004, in an amount equal to the additional amount of vehicle license fee revenue, including offset transfers, that would be allocated to that city under Sections 11000 and 11005, as those sections read on January 1, 2004, as a result of that city's population being determined under subdivision (a) or (b) of Section 11005.3.

(3) Third, to each city that was incorporated from an unincorporated territory after August 5, 2004, in an amount equal to the product of the following two amounts:

(A) The quotient derived from the following fraction:

(i) The numerator is the product of the following two amounts:

(I) Fifty dollars (\$50) per year.

(II) The fraction determined as the total amount of vehicle license fee revenue collected during the most recent fiscal year divided by the total amount of vehicle license fee revenue collected during the 2004–05 fiscal year.

(ii) The denominator is the fraction determined as the actual population, as defined in subdivision (d) of Section 11005.3, of all cities during the most recent fiscal year, divided by the actual population, as defined in subdivision (d) of Section 11005.3, of all cities in the 2004–05 fiscal year.

(B) The city's population determined in accordance with Section 11005.3.

(4) Fourth, to each city that was incorporated before August 5, 2004, in an amount equal to the product of the following two amounts:

(A) The quotient derived from the following fraction:

(i) The numerator is the product of the following two amounts:

(I) Fifty dollars (\$50) per year.

(II) The fraction determined as the total amount of vehicle license fee revenue collected during the most recent fiscal year divided by the total amount of vehicle license fee revenue collected during the 2004–05 fiscal year.

(ii) The denominator is the fraction determined as the actual population, as defined in subdivision (d) of Section 11005.3, of all cities during the most recent fiscal year, divided by the actual population, as defined in subdivision (d) of Section 11005.3, of all cities in the 2004–05 fiscal year.

(B) The actual population, as defined in subdivision (d) of Section 11005.3, residing in areas annexed after August 5, 2004, as of the date of annexation.

(5) Fifth, to the cities and cities and counties of this state in the proportion that the population of each city or city and county bears to the total population of all cities and cities and counties in this state, as determined by the Demographic Research Unit of the Department of Finance. For the purpose of this subdivision, the population of each city or city and county shall be determined in accordance with Section 11005.3.

**SEC. 23.** Section 11005.3 of the Revenue and Taxation Code is amended to read:

**11005.3.** (a) In the case of a city that incorporated on or after January 1, 1987, and before August 5, 2004, the Controller shall determine that the population of the city for its first 10 full fiscal years, and any portion of the first year in which the incorporation is effective if less than a full fiscal year, is the greater of either:

(1) The number of registered voters in the city multiplied by three. The number of registered voters shall be calculated as of the effective date of the incorporation of the city.

(2) The actual population, as defined in subdivision (d).

(b) In the case of a city that incorporated on or after January 1, 1987, and before August 5, 2004, and for which the application for incorporation was filed with the executive officer of the local agency formation commission

pursuant to subdivision (a) of Section 56828 of the Government Code on or after January 1, 1991, the Controller shall determine that the population of the city for its first seven full fiscal years, and any portion of the first year in which the incorporation is effective if less than a full fiscal year, is the greater of either:

(1) The number of registered voters in the city multiplied by three. The number of registered voters shall be calculated as of the effective date of the incorporation of the city.

(2) The actual population, as defined in subdivision (d).

(c) In the case of a city that was incorporated from unincorporated territory after August 5, 2004, the Controller shall determine the population of the city as follows:

(1) For its first 12 months, 150 percent of the city's actual population.

(2) For its 13th through 24th months, 140 percent of the city's actual population.

(3) For its 25th through 36th months, 130 percent of the city's actual population.

(4) For its 37th through 48th months, 120 percent of the city's actual population.

(5) For its 49th through 60th months, 110 percent of the city's actual population.

(6) After its 60th month, the city's actual population.

(d) For purposes of this section, "actual population" means the population determined by the last federal decennial or special census, or a subsequent census validated by the Demographic Research Unit of the Department of Finance or subsequent estimate prepared pursuant to Section 2107.2 of the Streets and Highways Code.

(e) In the case of unincorporated territory being annexed to a city, during the 10-year, 7-year, or 5-year period following incorporation, as the case may be, subsequent to the last federal census, or a subsequent census validated by the Demographic Research Unit of the Department of Finance, the unit shall determine the population of the annexed territory by the use of any federal decennial or special census or any estimate prepared pursuant to Section 2107.2 of the Streets and Highways Code. The population of the annexed territory as determined by the Demographic Research Unit shall be added to the city's population as previously determined by the Controller pursuant to paragraph (1) or (2) of subdivision (a), paragraph (1) or (2) of subdivision (b), or subdivision (c), as applicable.

(f) After the 10-year, 7-year, or 5-year period following incorporation, as the case may be, the Controller shall determine the population of the city as the city's actual population, as defined in subdivision (d).

(g) The amendments made to this section by the act adding this subdivision shall not apply with respect to either of the following:

(1) Any city that has adopted an ordinance or resolution, approved a ballot measure, or is subject to a consent decree or court order, that annually limits the number of housing units that may be constructed within the city.

(2) Any city that has not prepared and adopted a housing element in compliance with Section 65585 of the Government Code.

(h) This section shall become operative July 1, 1991.

**SEC. 24.** Section 19201 of the Revenue and Taxation Code is amended to read:

**19201.** If any amount due under Part 10 (commencing with Section 17001), Part 11 (commencing with Section 23001), or any amount that may be collected by the Franchise Tax Board as though it were a tax, is not paid, the Franchise Tax Board may file in the Office of the Clerk of the Court of Sacramento County, or any other county, a certificate specifying the amount due, the name and last known address of the taxpayer liable for the amount due, and the fact that the Franchise Tax Board has complied with all provisions of the law in the computation and levy of the amount due, and a request that judgment be entered against the taxpayer in the amount set forth in the certificate.

**SEC. 25.** Section 19202 of the Revenue and Taxation Code is amended to read:

**19202.** The clerk of the court immediately upon the filing of the certificate shall enter a judgment for the people of the State of California against the taxpayer in the amount set forth in the certificate. The clerk of the court may file the judgment in a loose-leaf book entitled "Personal Income Tax Judgments" or "Bank and Corporation Tax Judgments," as appropriate.

**SEC. 26.** Section 2105 of the Streets and Highways Code is amended to read:

**2105.** Notwithstanding Section 13340 of the Government Code, in addition to the apportionments prescribed by Sections 2104, 2106, and 2107, from the revenues derived from a per gallon tax imposed pursuant to Section 7360 of the Revenue and Taxation Code, and a per gallon tax imposed pursuant to Sections 8651, 8651.5, and 8651.6 of the Revenue and Taxation Code, and a per gallon tax imposed pursuant to Sections 60050 and 60115 of the Revenue and Taxation Code, the following apportionments shall be made:

(a) A sum equal to 1.035 cents (\$0.01035) per gallon from the tax under Section 7360 of the Revenue and Taxation Code, 11.5 percent of any per gallon tax in excess of nine cents (\$0.09) per gallon under Sections 8651, 8651.5, and 8651.6 of the Revenue and Taxation Code, and 1.035 cents (\$0.01035) per gallon from the tax under Sections 60050 and 60115 of the Revenue and Taxation Code, shall be apportioned among the counties, including a city and county.

The amount of apportionment to each county, including a city and county, during a fiscal year shall be calculated as follows:

(1) One million dollars (\$1,000,000) for apportionment to all counties, including a city and county, in proportion to each county's receipts during the prior fiscal year under Sections 2104 and 2106.

(2) One million dollars (\$1,000,000) for apportionment to all counties, including a city and county, as follows:

(A) Seventy-five percent in the proportion that the number of fee-paid and exempt vehicles which are registered in the county bears to the number of fee-paid and exempt vehicles registered in the state.

(B) Twenty-five percent in the proportion that the number of miles of maintained county roads in the county bears to the miles of maintained county roads in the state.

(3) For each county, determine its factor which is the higher amount calculated pursuant to paragraph (1) or (2) divided by the sum of the higher amounts for all of the counties.

(4) The amount to be apportioned to each county is equal to its factor multiplied by the amount available for apportionment.

(b) A sum equal to 1.035 cents (\$0.01035) per gallon from the tax under Section 7360 of the Revenue and Taxation Code, 11.5 percent of any per gallon tax in excess of nine cents (\$0.09) per gallon under Sections 8651, 8651.5, and 8651.6 of the Revenue and Taxation Code, and 1.035 cents (\$0.01035) per gallon from the tax under Sections 60050 and 60115 of the Revenue and Taxation Code, shall be apportioned to cities, including a city and county, in the proportion that the total population of the city bears to the total population of all the cities in the state.

(c) (1) Transfers of revenues from the Highway Users Tax Account to counties or cities pursuant to this section collected during the months of March, April, May, June, and July of 2008, shall be made with the transfer of August 2008 revenues in September of 2008. This suspension shall not apply to a county with a population of less than 40,000.

(2) For the purpose of meeting the cash obligations associated with ongoing budgeted costs, a city or county may make use of any cash balance in the city account that is designated for the receipt of state funds allocated for local streets and roads or the county road fund, including that resulting from the receipt of funds pursuant to the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Chapter 12.49 (commencing with Section 8879.20) of Division 1 of Title 2 of the Government Code (hereafter bond act)) for local streets and roads maintenance, during the period of this suspension, without the use of this cash being reflected as an expenditure of bond act funds, provided the cash is replaced once this suspension is repaid in September of 2008. Counties and cities may accrue the revenue received in September 2008 as repayment of these suspensions for the months of April, May, and June of 2008 back to the 2007-08 fiscal year. Nothing in this paragraph shall change the fact that expenditures must be accrued and reflected from the appropriate funding sources for which the moneys were received and meet all the requirements of those funding sources.

(d) (1) The transfer of revenues from the Highway Users Tax Account to counties or cities pursuant to this section collected during the months of January, February, and March 2009 shall be made with the transfer of April 2009 revenues in May 2009.

(2) For the purpose of meeting the cash obligations associated with ongoing budgeted costs, a city or county may make use of any cash balance in the city account that is designated for the receipt of state funds allocated for local streets and roads or the county road fund, including that resulting from the receipt of funds pursuant to the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Chapter 12.49 (commencing with Section 8879.20) of Division 1 of Title 2 of the Government Code (bond act)) for local streets and roads maintenance, during the period of this suspension, and the use of this cash shall not be considered as an expenditure of bond act funds, if the cash is replaced when the payments that are suspended pursuant to this subdivision are repaid in May 2009.

(3) This subdivision shall not affect any requirement that an expenditure is required to be accrued and reflected from the appropriate funding source for which the money was received and to meet all the requirements of its funding source.

**SEC. 27.** Section 36601 of the Streets and Highways Code is amended to read:

**36601.** The Legislature finds and declares all of the following:

(a) Businesses located and operating within business districts in some of this state's communities are economically disadvantaged, are underutilized, and are unable to attract customers due to inadequate facilities, services, and activities in the business districts.

(b) It is in the public interest to promote the economic revitalization and physical maintenance of business districts in order to create jobs, attract new businesses, and prevent the erosion of the business districts.

(c) It is of particular local benefit to allow business districts to fund business related improvements, maintenance, and activities through the levy of assessments upon the businesses or real property that receive benefits from those improvements.

(d) Assessments levied for the purpose of conferring special benefit upon the real property or a specific benefit upon the businesses in a business district are not taxes for the general benefit of a city, even if property, businesses, or persons not assessed receive incidental or collateral effects that benefit them.

(e) Property and business improvement districts formed throughout this state have conferred special benefits upon properties and businesses within their districts and have made those properties and businesses more useful by providing the following benefits:

(1) Crime reduction. A study by the Rand Corporation has confirmed a 12-percent reduction in the incidence of robbery and an 8-percent reduction in the total incidence of violent crimes within the 30 districts studied.

(2) Job creation.

(3) Business attraction.

(4) Business retention.

(5) Economic growth.

(6) New investments.

(f) With the dissolution of redevelopment agencies throughout the state, property and business improvement districts have become even more important tools with which communities can combat blight, promote economic opportunities, and create a clean and safe environment.

(g) Since the enactment of this act, the people of California have adopted Proposition 218, which added Article XIII D to the Constitution in order to place certain requirements and restrictions on the formation of, and activities, expenditures, and assessments by property-based districts. Article XIII D of the Constitution provides that property-based districts may only levy assessments for special benefits.

(h) The act amending this section is intended to provide the Legislature's guidance with regard to this act, its interaction with the provisions of Article XIII D of the Constitution, and the determination of special benefits in property-based districts.

(1) The lack of legislative guidance has resulted in uncertainty and inconsistent application of this act, which discourages the use of assessments to fund needed improvements, maintenance, and activities in property-based districts, contributing to blight and other underutilization of property.

(2) Activities undertaken for the purpose of conferring special benefits upon property to be assessed inherently produce incidental or collateral effects that benefit property or persons not assessed. Therefore, for special benefits to exist as a separate and distinct category from general benefits, the incidental or collateral effects of those special benefits are inherently part of those special benefits. The mere fact that special benefits produce incidental or collateral effects that benefit property or persons not assessed does not convert any portion of those special benefits or their incidental or collateral effects into general benefits.

(3) It is of the utmost importance that property-based districts created under this act have clarity regarding restrictions on assessments they may levy and the proper determination of special benefits. Legislative clarity with regard to this act will provide districts with clear instructions and courts with legislative intent regarding restrictions on property-based assessments, and the manner in which special benefits should be determined.

**SEC. 28.** Section 36606 of the Streets and Highways Code is amended to read:

**36606.** "Activities" means, but is not limited to, all of the following that benefit businesses or real property in the district:

- (a) Promotion of public events.
- (b) Furnishing of music in any public place.
- (c) Promotion of tourism within the district.
- (d) Marketing and economic development, including retail retention and recruitment.
- (e) Providing security, sanitation, graffiti removal, street and sidewalk cleaning, and other municipal services supplemental to those normally provided by the municipality.
- (f) Other services provided for the purpose of conferring special benefit upon assessed real property or specific benefits upon assessed businesses located in the district.

**SEC. 29.** Section 36610 of the Streets and Highways Code is amended to read:

**36610.** "Improvement" means the acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more including, but not limited to, the following:

- (a) Parking facilities.
- (b) Benches, booths, kiosks, display cases, pedestrian shelters and signs.
- (c) Trash receptacles and public restrooms.
- (d) Lighting and heating facilities.
- (e) Decorations.
- (f) Parks.
- (g) Fountains.
- (h) Planting areas.
- (i) Closing, opening, widening, or narrowing of existing streets.
- (j) Facilities or equipment, or both, to enhance security of persons and property within the district.
- (k) Ramps, sidewalks, plazas, and pedestrian malls.
- (l) Rehabilitation or removal of existing structures.

**SEC. 30.** Section 36625 of the Streets and Highways Code is amended to read:

**36625.** (a) If the city council, following the public hearing, decides to establish a proposed property and business improvement district, the city council shall adopt a resolution of formation that shall include, but is not limited to, all of the following:

(1) A brief description of the proposed improvements, maintenance, and activities, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property, businesses, or both within the district, a statement on whether bonds will be issued, and a description of the exterior boundaries of the proposed district, which may be made by reference to any plan or map that is on file with the clerk. The descriptions and statements need not be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements, maintenance, and activities and the location and extent of the proposed district.

(2) The number, date of adoption, and title of the resolution of intention.

(3) The time and place where the public hearing was held concerning the establishment of the district.

(4) A determination regarding any protests received. The city shall not establish the district or levy assessments if a majority protest was received.

(5) A statement that the properties, businesses, or properties and businesses in the district established by the resolution shall be subject to any amendments to this part.

(6) A statement that the improvements, maintenance, and activities to be conferred on businesses and properties in the district will be funded by the levy of the assessments. The revenue from the levy of assessments within a district shall not be used to provide improvements, maintenance, or activities outside the district or for any purpose other than the purposes specified in the resolution of intention, as modified by the city council at the hearing concerning establishment of the district. Notwithstanding the foregoing, improvements and activities that must be provided outside the district boundaries to create a special or specific benefit to the assessed parcels or businesses may be provided, but shall be limited to marketing or signage pointing to the district.

(7) A finding that the property or businesses within the area of the property and business improvement district will be benefited by the improvements, maintenance, and activities funded by the proposed assessments, and, for a property-based district, that property within the district will receive a special benefit.

(8) In a property-based district, the total amount of all special benefits to be conferred on the properties within the property-based district.

(b) The adoption of the resolution of formation and, if required, recordation of the notice and map pursuant to Section 36627 shall constitute the levy of an assessment in each of the fiscal years referred to in the management district plan.

**SEC. 31.** Section 36670 of the Streets and Highways Code is amended to read:

**36670.** (a) Any district established or extended pursuant to the provisions of this part, where there is no indebtedness, outstanding and unpaid, incurred to accomplish any of the purposes of the district, may be disestablished by resolution by the city council in either of the following circumstances:

(1) If the city council finds there has been misappropriation of funds, malfeasance, or a violation of law in connection with the management of the district, it shall notice a hearing on disestablishment.

(2) During the operation of the district, there shall be a 30-day period each year in which assessees may request disestablishment of the district. The first such period shall begin one year after the date of establishment of the district and shall continue for 30 days. The next such 30-day period shall begin two years after the date of the establishment of the district. Each successive year of operation of the district shall have such a 30-day period. Upon the written petition of the owners or authorized representatives of real property or the owners or authorized representatives of businesses in the district who pay 50 percent or more of the assessments levied, the city council shall pass a resolution of intention to disestablish the district. The city council shall notice a hearing on disestablishment.

(b) The city council shall adopt a resolution of intention to disestablish the district prior to the public hearing required by this section. The resolution shall state the reason for the disestablishment, shall state the time and place of the public hearing, and shall contain a proposal to dispose of any assets acquired with the revenues of



the assessments levied within the property and business improvement district. The notice of the hearing on disestablishment required by this section shall be given by mail to the property owner of each parcel or to the owner of each business subject to assessment in the district, as appropriate. The city shall conduct the public hearing not less than 30 days after mailing the notice to the property or business owners. The public hearing shall be held not more than 60 days after the adoption of the resolution of intention.

**SEC. 32.** Section 7.3 of the Kern County Water Agency Act (Chapter 1003 of the Statutes of 1961), as amended by Section 2 of Chapter 832 of the Statutes of 1972, is repealed.

**SEC. 33.** Section 7.6 of the Kern County Water Agency Act (Chapter 1003 of the Statutes of 1961), as added by Section 2 of Chapter 49 of the Statutes of 1982, is amended to read:

**Sec.7.6.** (a) The board of directors shall not approve an agency budget unless the board has first conducted a public hearing.

(b) The board shall publish a notice of the hearing pursuant to Section 6066 of the Government Code.

**SEC. 34.** Section 8 of the Kern County Water Agency Act (Chapter 1003 of the Statutes of 1961) is repealed.

**SEC. 35.** If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

**RESOLUTION 2022-\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT  
ACKNOWLEDGING THE REVIEW, RECEIPT AND ACCEPTANCE OF THE  
DISTRICT'S INVESTMENT POLICY**

**WHEREAS**, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code sections 53600.6 and 53630.1); and

**WHEREAS**, the legislative body of a local agency may invest surplus monies not required by the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5920 et seq. and 53601 et seq.; and

**WHEREAS**, the General Manager of the Beaumont-Cherry Valley Water District shall annually prepare and submit a statement of investment policy and such policy shall be considered by the Board of Directors at a public meeting (California Government Code 53646(a)); and

**WHEREAS**, the District's investment policy was last reviewed and approved by Resolution 2021-26 on December 21, 2021; and

**WHEREAS**, the entirety of the Beaumont-Cherry Valley Water District Investment Policy attached hereto as Exhibit A is incorporated by reference,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Beaumont-Cherry Valley Water District declares the Investment Policy attached as Exhibit A approved and adopted.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2022 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

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

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

POLICY TITLE: INVESTMENT OF DISTRICT FUNDS

POLICY NUMBER: 5045

5045.1 **Policy.** This investment policy ("Policy") is set forth by the Beaumont-Cherry Valley Water District ("District") for the following purposes:

1. To establish clear guidance and understanding for the District's Board of Directors ("Board"), management, designated employees, citizens and third parties of the objectives, policies and guidelines for the investment of the District's idle surplus funds; and
2. To establish a basis for evaluating investment results.

5045.2 **Scope.** This investment policy applies to all investment activities and financial assets of the District. The funds covered by this policy are accounted for and incorporated in the District's Annual Financial Report. The Deferred Compensation Plan is excluded because it is managed by a third-party administrator and invested in by individual plan participants. Proceeds of debt issuances shall be invested in securities permitted by the applicable bond documents. If the bond documents are silent as to the permitted investments, such proceeds will be invested in accordance with the general investment philosophy of the District as set forth in this Policy.

5045.3 **Prudent Investor Standard.** The standard of prudence to be used by the designated representative shall be the "prudent investor" standard and shall be applied in the context of managing an overall portfolio. Persons authorized to make investment decisions on behalf of the District are trustees and therefore fiduciaries subject to The **Prudent Investor Standard**, which states "When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency."

5045.4 **Objectives.** As specified in California Government Code Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the District's investment activities and of this Policy shall be:

1. **Safety:** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the District's overall portfolio. To attain this objective, the District will diversify its investments by investing funds among a variety of securities with independent returns.
2. **Liquidity:** The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
3. **Yield:** The investment portfolio shall be designed with the objective of attaining a market rate of return through budgetary and economic cycles, if it does not diminish the objectives of Safety and Liquidity.

Adopted by Resolution 22-XX, Date

**5045.5 Delegation of Authority.**

1. The authority of the District's Board to invest or reinvest funds of the District as permitted under Section 53600 et seq. of the California Government Code is delegated by Board resolution in conjunction with the annual investment policy review.
2. Management responsibility for the investment program is hereby delegated, with the General Manager's oversight, to the Director of Finance and Administration, who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of their designee, and their procedures in the absence of the General Manager or their designee, or Director of Finance and Administration.
3. The Director of Finance and Administration shall establish procedures for the management of investment activities, including the activities of staff consistent with this policy.
4. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Director of Finance and Administration.
5. The Director of Finance and Administration may retain the services of an outside investment advisor or manager as approved by the Board to assist with the District's investment program.
  - a. Qualified outside managers will be either SEC Registered Investment Advisors or Bank Money Managers. The investment advisor shall make investment decisions and transactions in strict accordance with State and Federal law, this Policy, and such other written instructions as are provided.
  - b. The performance and service levels of such advisors and managers shall be reviewed annually.

**5045.6 Ethics and Conflicts of Interest.** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution and management of the investment program, or which could impair their ability to make impartial decisions. Employees and investment officials shall disclose to the District's General Manager any material financial interest in the financial institutions that conduct business with the District.

**5045.7 Authorized Financial Dealers and Institutions.**

1. The Director of Finance and Administration will maintain a list of authorized broker/dealers and financial institutions that are approved for investment purposes.
2. Broker/dealers will be selected for credit worthiness and must be authorized to provide investment services in the State of California. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15(C)3-I (uniform net capital rule).
3. No public deposit will be made by the broker/dealer except in a qualified public depository as established by the established state laws. Before a financial institution or broker/dealer is used, they are subject to investigation and approval by the Director of Finance and Administration or their designee, and must submit the following:
  - a. Certification of having read and understood this investment policy resolution and agreeing to comply with the District's investment policy;
  - b. Proof of Federal Investment Regulatory Authority certification;

Adopted by Resolution 22-XX, Date

- c. Proof of State of California registration;
  - d. Audited financial statements for the institution's three (3) most recent fiscal years;
  - e. References of other public-sector clients to which similar services are provided to.
4. If a third-party investment advisor is authorized to conduct investment transactions on the District's behalf, the investment advisor may use their own list of approved independent broker/dealers and financial institutions.
  5. The investment advisor's approved list must be made available to the District upon request.

#### 5045.8 Authorized and Suitable Investments.

1. The District's investments are governed by the California Government Code.
2. Within the investments permitted by the Government Code, the District may seek to further restrict eligible investments.
3. In the event an apparent discrepancy is found between this Policy and the Government Code, the more restrictive parameters will take precedence.
4. A table of allowable investment instruments per California Government Code can be found in section 5045.19 of the Policy.
  - a. **United States Treasury Issues.** United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest. There is no limitation as to the percentage of the portfolio that may be invested in this category.
  - b. **Federal Agency Obligations.** Federal agency or United States government-sponsored enterprise senior debt obligations, participations, mortgage-backed securities, or other instruments, including those issued by or fully guaranteed as to principal and interest by Federal agencies or United States government-sponsored enterprises. There is no limitation as to the percentage of the portfolio that may be invested in this category.
  - c. **Municipal Debt.** Registered treasury notes or bonds of this state or any of the other 49 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of this state or any of the other 49 United States. Bonds, notes, warrants, or other evidence of indebtedness of any local agency, including the District's own bonds, within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency. There is no limitation as to the percentage of the portfolio that may be invested in this category.
  - d. **Medium-Term Notes.** All corporate and depository institution debt securities with a maximum remaining maturity of 5 years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Purchases are limited to notes eligible for investment under this provision and shall be rated in a rating category of "A" or its equivalent or better by a Nationally Recognized Statistical Rating Organization ("NRSRO"). A maximum of 30 percent of the portfolio may be invested in this category.

- e. **Negotiable Certificates of Deposit.** Negotiable certificates of deposit (NCDs) issued by a nationally or state-chartered bank, a savings association or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. In combination with placement service CDs, a maximum of 30 percent of the portfolio may be invested in this category.
- f. **Placement Service Certificates of Deposit.** Certificates of deposit placed through a deposit placement service shall meet the requirements under Government Code Section 53601.8. The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by federal deposit insurance. In combination with negotiable certificates of deposit, a maximum of 50 percent of the portfolio may be invested in this category.
- g. **Bank Deposits.** FDIC insured or fully collateralized bank deposits, including, but not limited to, demand deposit accounts, savings accounts, market rate accounts, and time deposits. Bank deposits are required to be collateralized as specified under Government Code Section 53630 et. seq. The Director of Finance and Administration, at their discretion, may waive the collateralization requirements for any portion that is covered by federal deposit insurance.
- h. **Commercial Paper.** Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall meet all of the following conditions: (i) is organized and operating in the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars (\$500,000,000), and (iii) has debt other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or better, by a NRSRO.
  - 1. Eligible commercial paper shall have a maximum maturity of 270 days or less and not represent more than 10 percent of the outstanding paper of an issuing corporation. A maximum of 25 percent of the portfolio may be invested in this category.
- c. **Bankers' Acceptances.** Bankers' acceptances, otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases are limited to bankers' acceptances issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System.
  - 1. Purchases of bankers' acceptances may not exceed 180 days maturity. Eligible bankers' acceptances are restricted to issuing financial institutions with a short-term debt rating of at least "A-1", or its equivalent, by a NRSRO.
  - 2. No more than 30 percent of the District's money may be in bankers' acceptances of any one commercial bank, while a maximum of 40 percent of the portfolio may be invested in this category.
- d. **State of California Local Agency Investment Fund (LAIF).** There is no limitation as to the percentage of the portfolio that may be invested in this category. However, the amount invested may not exceed the current maximum allowed by LAIF.
- e. **Local Government Investment Pools (LGIP).** Shares of beneficial interest issued by a joint powers authority organized pursuant to Government Code Section 6509.7. To be eligible for purchase, the pool shall meet all of the following conditions:
  - 1. must meet the requirements of California Government Code Section 53601(p),
  - 2. the pool must seek to maintain a stable Net Asset Value ("NAV"), and
  - 3. the pool must be rated at least "AAm", or its equivalent, by a NRSRO.
  - 4. There is no limitation as to the percentage of the portfolio that may be invested in this category. However, the amount invested may not exceed the current maximum allowed by the pool.

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- f. **Money Market Funds.** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission.
  - 1. The company shall have met either of the following criteria: (A) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs and (B) retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years of experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).
  - 2. A maximum of 20 percent of the portfolio may be invested in this category.
- g. **Pass-Through Securities.** Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligations limited to mortgage-backed pass-through securities issued by a US government agency or consumer receivable pass-through certificates or bonds with a final maturity not exceeding five years from the date of trade settlement. The securities are rated in a rating category of "AA" or its equivalent or higher by a NRSRO. The aggregate investment in mortgage-backed and asset-backed securities described in this section shall not exceed 20% of the portfolio with no more than 5% held in any one issuer that is not a US government agency.
- h. **Supranational Obligations.** Medium United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or its equivalent or higher by a NRSRO and shall not exceed 30% of the portfolio with no more than 10% invested in any one issuer.
- i. **Repurchase Agreements.** Repurchase agreements are to be used as short-term investments not to exceed 1 year. Repurchase agreements shall only be made only with counterparties that are a nationally or state-chartered bank that has or has had a significant banking relationship with the District.
  - 1. The District shall have a properly executed master repurchase agreement with each counterparty for which it enters into an agreement for repurchase agreements.
  - 2. Collateral of at least 102 percent of market value of principal and accrued interest is required.
  - 3. For any repurchase agreement with a term of more than one day, the value of the underlying securities must be reviewed on an on-going basis according to market conditions.
  - 4. Market value must be calculated each time there is a substitution of collateral.
  - 5. Collateral is limited to obligations of the United States government and its agencies.
  - 6. Collateral must be delivered to the District's custodian bank or handled under a properly executed master repurchase agreement.
  - 7. The District, or its trustee, shall have a perfected first security interest in all collateral.
  - 8. A maximum of 10 percent of the portfolio may be invested in this category.



**5045.9 Prohibited Investments.**

1. Section 53601.6 of the Government Code lists the investments that are prohibited.
2. Prohibited investments shall include, but are not limited to:
  - a. equity securities
  - b. inverse floaters
  - c. range notes
  - d. interest-only strips that are derived from a pool of mortgages
  - e. any investment that could result in zero interest earned if held to maturity.
  - f. Under a provision sunseting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted.
3. The purchase of any investment permitted by the Government Code, but not listed as an authorized investment in section 5045.8 of this Policy is prohibited without the prior approval of the Board.

**5045.10 Review of Investment Portfolio.** The securities held by the District must comply with Section 5045.8 Authorized and Suitable Investments at the time of purchase. Because some securities may not comply with Section 5045.8 Authorized and Suitable Investments subsequent to the date of purchase, the Director of Finance and Administration or their designee shall at least annually review the portfolio to identify those securities that do not comply. The Director of Finance and Administration or their designee shall establish procedures to report to the Board, should one exist, major and critical incidences of noncompliance identified through the review of the portfolio.

**5045.11 Investment Pools/Mutual Funds Due Diligence.** A thorough investigation of the pool/fund is required prior to investing, and on a continual basis. There shall be a questionnaire developed which will answer the following general questions:

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.
3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced, and the program audited.
4. A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?
7. A fee schedule, and when and how is it assessed.
8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

Adopted by Resolution 22-XX, Date

5045.12 **Collateralization.** Collateralization will be required on two types of investments: certificates of deposit and repurchase (and reverse repurchase) agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value for Certificate of Deposits and 102% for reverse repurchase agreements of principal and accrued interest.

1. The District chooses to limit collateral to the following: U.S. Treasuries and Federal Agency Obligations.
2. Collateral will always be held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the entity and retained. The right of collateral substitution is granted.

5045.13 **Safekeeping and Custody.** All security transactions, including collateral for repurchase agreements, and reverse repurchase agreements entered into by the (Local Agency) shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third-party custodian designated by the Treasurer and evidenced by safekeeping receipts.

5045.14 **Diversification and Maximum Maturities.** It is the policy of the District to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over-concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. Adequate diversification shall be applied to the individual issuers of debt, both within each class of investments and collectively. Except for U.S. Treasuries, Federal Agency securities, LGIPs, and LAIF, the District's investment in any one issuer is limited to 5 percent of the District's surplus funds.

To the extent possible, the District will attempt to match its investments with anticipated cash flow requirements. The maximum maturity of individual investments shall not exceed the limits set forth in Section 5045.8. Where no maturity limit is stated, no investment shall exceed a maturity of five years from the date of purchase unless the Board has granted express authority to make that investment either specifically or as a part of an investment program approved by the Board no less than three months prior to the investment. With respect to maximum maturities, this Policy authorizes investing reserve funds beyond five years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

5045.15 **Internal Controls.** The Director of Finance and Administration shall establish a system of internal controls designed to prevent losses due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, and/or imprudent actions by employees of the District. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Compliance with this Policy and internal controls shall be reviewed annually by the District's independent, external auditors.

5045.16 **Performance Standards.** The investment performance of the District's operating portfolio shall be evaluated and compared to an appropriate benchmark in order to assess the success of the investment program relative to the District's Safety, Liquidity and Yield objectives. This review will be conducted annually with the Board's Finance Committee.

Adopted by Resolution 22-XX, Date

5045.17 **Investment Reporting.**

1. **Monthly.** The Director of Finance and Administration shall prepare a monthly investment report for review and approval by the Board, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last month. This management summary will be prepared in a manner which will allow the Board to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will include the following.
  - a. Listing of individual securities held at the end of the reporting period;
  - b. Cost and market value of all securities, including realized and unrealized market value gains or losses in accordance with GASB requirements;
  - c. Average weighted yield to maturity of portfolio;
  - d. Listing of investment by maturity date;
  - e. Percentage of the total portfolio, which each type of investment represents;
  - f. Statement of compliance with Investment Policy, including an explanation of any compliance exceptions (CGC Section 53646); and
  - g. Certification of sufficient liquidity to meet budgeted expenditures over the ensuing six months (CGC Section 53646).
2. **Quarterly.** On a quarterly basis, the Director of Finance and Administration shall report the total rate of return on each of the District's portfolios to the Board.
3. **Annually.** On an annual basis, the Director of Finance and Administration shall present the Investment Policy, together with any proposed amendments, to the Board for its consideration.
4. As specified in CGC 53646(e), if funds are placed in LAIF, FDIC insured accounts and/or in an LGIP, the foregoing report elements may be replaced by copies of the latest statements from such institutions.
  - a. The report must also include a certification that
    1. all investment actions executed since the last report have been made in full compliance with the Investment Policy and,
    2. the Beaumont Cherry Valley Water District will meet its expenditure obligations for the next six months as required by CGC 53646(b)(2) and (3) respectively.
    3. The Director of Finance and Administration shall maintain a complete and timely record of all investment transactions.

5045.18 **Policy Adoption and Review.** This Policy shall be adopted by resolution of the Board. Moreover, the Policy shall be reviewed on an annual basis and modifications, if any, must be approved by the Board by resolution.

5045.19 Allowable Instruments per California Government Code.

ALLOWABLE INVESTMENT INSTRUMENTS PER STATE GOVERNMENT CODE (AS OF JANUARY 1, 2022) <sup>A</sup> APPLICABLE TO ALL LOCAL AGENCIES <sup>B</sup>			
Investment Type	Maximum Maturity <sup>C</sup>	Maximum Specified % of Portfolio <sup>D</sup>	Minimum Quality Requirements
Local Agency Bonds	5 years	None	None
US Treasury Obligations:	5 years	None	None
State Obligations – CA and others	5 years	None	None
CA Local Agency Obligations	5 years	None	None
US Agency Obligations	5 years	None	None
Bankers Acceptances	180 days	40% <sup>E</sup>	None
Commercial Paper – Non-Pooled Funds <sup>F</sup> (under \$100,000,000 of investments)	270 days	25% of the District's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Commercial Paper – Non-Pooled Funds (min. \$100,000,000 of investments)	270 days	40% of the District's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Commercial Paper – Pooled Funds <sup>I</sup>	270 days	40% of the District's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>
Negotiable Certificates of Deposit	5 years	30% <sup>J</sup>	None
Non-negotiable Certificates of Deposit	5 years	None	None
Placement Service Deposits	5 years	50% <sup>K</sup>	None
Placement Service Certificates of Deposit	5 years	50% <sup>K</sup>	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements and Securities Lending Agreements	92 days <sup>L</sup>	20% of the base value of the portfolio	None <sup>M</sup>
Medium-Term Notes <sup>N</sup>	5 years	30%	"A" rating category or its equivalent or better
Mutual Funds and Money Market Mutual Funds	N/A	20% <sup>O</sup>	Multiple <sup>P,Q</sup>
Collateralized Bank Deposits <sup>R</sup>	5 years	None	None
Mortgage Pass-Through and Asset-Backed Securities	5 years or less	20%	"AA" rating category or its equivalent or better <sup>R</sup>
County Pooled Investment Funds	N/A	None	None
Joint Powers Authority Pool	N/A	None	Multiple <sup>S</sup>
Local Agency Investment Fund (LAIF)	N/A	None	None
Voluntary Investment Program Fund <sup>T</sup>	N/A	None	None
Supranational Obligations <sup>U</sup>	5 years	30%	"AA" rating category or its equivalent or better
Public Bank Obligations	5 years	None	None

(Source: *Local Agency Investment Guidelines: Update for 2022* published by the California Debt and Investment Advisory Commission (CDIAC).)

Adopted by Resolution 22-XX, Date

**Notes to Authorized and Suitable Investments Table**

- A. Sources: Sections 16340, 16429.1, 27133, 53601, 53601.6, 53601.8, 53630 et seq. 53635, 53635.8, and 57603.
- B. Municipal Utilities Districts have the authority under the Public Utilities Code Section 12871 to invest in certain securities not addressed here.
- C. Section 53601 provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, the Board of Directors (Board) may grant express authority to make investments either specifically or as a part of an investment program approved by the Board that exceeds this five-year maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.
- D. Percentages apply to all portfolio investments regardless of source of funds. For instance, cash from a reverse repurchase agreement would be subject to the restrictions.
- E. No more than 30 percent of the District's money may be in bankers' acceptances of any one commercial bank.
- F. Includes agencies defined as a "city, a district, or other local agency that do[es] not pool money in deposits or investment with other local agencies, other than local agencies that have the same Board."
- G. Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper of any single issuer.
- H. Issuing corporation must be organized and operating within the U.S., have assets in excess of \$500 million, and debt other than commercial paper must be in a rating category of "A" or its equivalent or higher by a nationally recognized statistical rating organization, or the issuing corporation must be organized within the U.S. as a special purpose corporation, trust, or LLC, has program-wide credit enhancements, and has commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical rating agency.
- I. Includes agencies defined as a county, a city and county, or other local agency "that pools money in deposits or investments with other local agencies, including local agencies that have the same Board." Local agencies that pool exclusively with other local agencies that have the same Board must adhere to the limits set forth in Section 53601(h)(2)(C).
- J. No more than 30 percent of the District's money may be in negotiable certificates of deposit that are authorized under Section 53601(i).
- K. Effective January 1, 2020, no more than 50 percent of the agency's money may be invested in deposits, including certificates of deposit, through a placement service as authorized under 53601.8 (excludes negotiable certificates of deposit authorized under Section 53601(i)). On January 1, 2026, the maximum percentage of the portfolio reverts back to 30 percent. Investments made pursuant to 53635.8 remain subject to a maximum of 30 percent of the portfolio
- L. Reverse repurchase agreements or securities lending agreements may exceed the 92-day term if the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity dates of the same security.
- M. Reverse repurchase agreements must be made with primary dealers of the Federal Reserve Bank of New York or with a nationally or state-chartered bank that has a significant relationship with the local agency. The District must have held the securities used for the agreements for at least 30 days.
- N. "Medium-term notes" are defined in Section 53601 as "all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States."
- O. No more than 10 percent invested in any one mutual fund. This limitation does not apply to money market mutual funds.
- P. A mutual fund must receive the highest ranking by not less than two nationally recognized rating agencies or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Sections 53601 and 53635.

Adopted by Resolution 22-XX, Date

- Q. A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical rating organizations or retain an investment advisor registered with the SEC (or exempt from registration) and who has not less than five years' experience investing in money market instruments with assets under management in excess of \$500 million.
- R. Investments in notes, bonds, or other obligations under Section 53601(n) require that collateral be placed into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, among other specific collateral requirements.
- S. A joint powers authority pool must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Section 53601, subdivisions (a) to (o).
- T. Local entities can deposit between \$200 million and \$10 billion into the Voluntary Investment Program Fund, upon approval by their governing bodies. Deposits in the fund will be invested in the Pooled Money Investment Account.
- U. Only those obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), and Inter-American Development Bank (IADB), a maximum remaining maturity of five years or less.

#### 5045.20 Glossary of Terms.

1. **Agency Securities:** Securities issued by a U.S. government-sponsored entity (GSE) and federally related institutions. Examples of a GSE include: Federal Farm Credit Bank System (FFCB), Federal Home Loan Bank (FHLB), Federal Home Loan Mortgage Company (FHLMC-Freddie Mac), Federal National Mortgage Association (FNMA-Fannie Mae), and Student Loan Marketing Association (SLMA-Sallie Mae).
2. **Asked:** The price at which securities are offered.
3. **Bankers' Acceptance (BA):** A draft, bill, or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.
4. **Benchmark:** A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.
5. **Bid:** The price offered by a buyer of securities.
6. **Broker:** A broker brings buyers and sellers together for a commission.
7. **Callable Security:** A security that is redeemable by the issuer before the scheduled maturity. Bonds are usually called when the interest rates fall so significantly that the issuer can save money by floating new bonds at lower rates.
8. **Certificate of Deposit (CD):** A time deposit with a specific maturity evidenced by a Certificate. Large-denomination CD's are typically negotiable.
9. **Collateral:** Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

10. **Annual Financial Report:** The official annual report of the Beaumont-Cherry Valley Water District. It includes financial statements prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions and extensive introductory material.
11. **Coupon:**
  - a. The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.
  - b. A certificate attached to a bond evidencing interest due on a payment date.
12. **Dealer:** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for their own account.
13. **Debenture:** A bond secured only by the general credit of the issuer.
14. **Delivery versus Payment (DVP):** The delivery of securities with an exchange of money for the securities.
15. **Derivatives:**
  - a. Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or
  - b. financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities, or commodities).
16. **Discount:** The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.
17. **Diversification:** Dividing investment funds among a variety of securities offering independent returns with the goal of spreading risk throughout the portfolio holdings.
18. **Duration:** A measure of the sensitivity of the price (the value of principal) of a fixed-income investment to a change in interest rates. Duration is expressed as a number of years. Rising interest rates mean falling bond prices, while declining interest rates mean rising bond prices.
19. **Federal Deposit Insurance Corporation (FDIC):** A federal agency that insures bank deposits.
20. **Liquidity:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value.
21. **Local Agency Investment Fund (LAIF):** A voluntary program created by state statute as an investment alternative for California's local governments and Special Districts under the administration of the California State Treasurer's Office. All securities are purchased under the authority of the Government Code Section 16430 and 16480.4.
22. **Local Government Investment Pool (LGIP):** A state or local government pool offered to public entities for the investment of public funds.
23. **Market Value:** The price at which a security is trading and could presumably be purchased or sold.

Adopted by Resolution 22-XX, Date



24. **Master Repurchase Agreement:** A written contract covering all future transactions between the parties that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller borrower.
25. **Maturity:** The date upon which the principal or stated value of an investment becomes due and payable.
26. **Money Market:** The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.
27. **Nationally Recognized Statistical Ratings Organization (NRSRO):** A credit rating agency that provides credit ratings that are used by the U.S. government and investors as benchmarks. Examples include Moody's, Standard & Poor's, and Fitch Ratings.
28. **Offer:** The price asked by a seller of securities.
29. **Open Market Operations:** Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.
30. **Portfolio:** Collection of securities held by an investor.
31. **Primary Dealer:** A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.
32. **Prudent Investor Standard:** An investment standard to be followed by those authorized to make investment decisions on behalf of a local agency. Those authorized shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of that agency.
33. **Qualified Public Depositories:** A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.
34. **Rate of Return:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.
35. **Repurchase Agreement (REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate them for this.

Adopted by Resolution 22-XX, Date

36. **Reverse Repurchase Agreement (Reverse REPO):** A reverse-repurchase agreement (reverse repo) involves an investor borrowing cash from a financial institution in exchange for securities. The investor agrees to repurchase the securities at a specified date for the same cash value plus an agreed upon interest rate. Although the transaction is similar to a repo, the purpose of entering into a reverse repo is quite different. While a repo is a straightforward investment of public funds, the reverse repo is a borrowing.
37. **Safekeeping:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.
38. **Secondary Market:** A market made for the purchase and sale of outstanding issues following the initial distribution.
39. **Securities & Exchange Commission:** Agency created by Congress to protect investors in securities transactions by administering securities legislation.
40. **Treasury Bills:** A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.
41. **Treasury Bonds:** Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.
42. **Treasury Notes:** Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.
43. **Yield:** The rate of annual income return on an investment, expressed as a percentage.



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 7

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dr. Kirene M. Bargas, Director of Finance and Administration  
**SUBJECT: Chandler Asset Management – Authorization of Contract Extension and Organizational Changes**

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**Staff Recommendation**

Approve the extension of the contract with Chandler Asset Management for Investment Advisory Services for one year. The contract extension would be the first extension for continued Investment Advisory Services.

**Background**

At the November 22, 2021, Regular Board meeting, the Board of Directors authorized the General Manager to , execute a Professional Services Agreement with Chandler Asset Management (Chandler) for Investment Advisory Services Budget. Said Agreement was received and filed at the December 21, 2021 Regular Board Meeting.

**Authorization of Contact Extension**

Staff would like to request approval of the extension of the contract with Chandler Asset Management for Investment Advisory Services for one year. The current agreement under Section B.5. Term, Time of performance identifies BCVWD as having the ability to extend the contract. Staff would like to request an extension as staff has been satisfied with the consultant's performance and Chandler has provided deliverables as outlined in the agreement. On a monthly basis, Chandler provides Investment reporting to both the Finance and Audit Committee and to the Board of Directors. The Investment reports include the California Local Agency Investment Fund (LAIF) for comparators' information. Both LAIF and Chandler continue to reflect value in BCVWDs investment strategies and continue to have an overall increase in investment revenues throughout the 2022 year.

**Chandler Organizational Changes**

Staff would also like to make the Board aware of two organizational changes taking place within Chandler, which Staff anticipates will have no impact on the current levels of service provided by Chandler.

*Clearwater Analytics*

Chandler is partnering with Clearwater Analytics to become the new solutions provider for Chandler's investment accounting and reporting services. This allows Chandler to consolidate several of its back-office systems into one integrated platform. Over the next several months, Chandler will be transitioning its investment advisory clients, including Beaumont-Cherry Valley Water District, onto Clearwater's platform. Clearwater Analytics is a leading provider of web-based investment portfolio accounting, reporting, and reconciliation services for investment data, and it aggregates, validates, reconciles, and reports on more than \$5.9 trillion in assets across thousands of accounts daily.



Clients access Clearwater's accounting, reporting, and analytics solutions through any modern internet-connected web browser. With Clearwater, the District anticipates to gain automated accounting and reporting, and further insight into its most current investment data.

Chandler takes the security of the District's investment data very seriously. Every data transfer coming into and going out of the Clearwater system is fully encrypted. Once data has been integrated into Clearwater's database, it is protected by a secure network with monitored firewalls and constant vulnerability scanning. Network and host intrusion detection services, along with malware and virus scanning, protect Clearwater's network and servers from malicious access attempts. Chandler ensures that its security controls always meet the latest security standards. Also, a third-party security firm conducts a comprehensive penetration test every year.

#### *Change in CEO*

Marty Cassell, the current CEO of Chandler, is approaching retirement age and will stay on as CFO, Chair of the Board of Directors, and Advisor to Nicole Drago, current President of Chandler, who will be stepping into the role of CEO. Nicole has been with Chandler for more than 20 years in various roles such as President, Head of Operations, and COO. With this change, Chandler does not anticipate any changes to the structure of the firm, but is planning ahead to avoid unexpected changes in its leadership.

#### **Fiscal Impact:**

Chandler continues to estimate that the current monthly yield for a \$40 million District portfolio under their management would provide a conservative estimate of approximately \$16,000 per month. The cost of investment management services described above is approximately \$3,100 per month for \$40 million but will fluctuate based on portfolio value. Staff anticipates that enhanced investment earnings will exceed investment management fees and estimated custodial fees of \$600 per month. Staff would further propose that fees for investment management and custodial services will be debited from interest earnings at the District's third-party custodian.

#### **Attachments**

1. Chandler Asset Management and Clearwater Analytics Fact Sheets
2. Chandler CEO Announcement
3. Executed Agreement

*Staff Report prepared by Dr. Kirene M. Bargas, Director of Finance and Administration*



Hello,

I wanted to follow up on Marty's email to share how excited I am to step into my new role as Chandler's CEO. For the past 21 years, I have enjoyed being part of this incredible team and am so proud of the enduring relationships we have built with our clients.

I'm deeply honored to help Chandler return to its roots as a woman-led company. I grew up watching my mother run a small business, and I love being part of a company that values different perspectives and finding creative solutions to best serve our clients.

That core concept of stewardship is ingrained in our culture and the company's foundation. We believe in leaving it better than you found it. That's the legacy Kay Chandler and Marty have built leading this company and one I'll sustain.

I'd also like to thank Marty for his tremendous leadership. I'm grateful for his mentorship and continued presence during our transition. We intend to stay focused on building a company that endures and continues to serve your best interests.

Thank you for our strong partnership and your continued confidence in our team. I remain dedicated to honoring our commitments to our clients and the communities we serve. I look forward to our future conversations and am happy to answer any questions you have in the meantime.

Sincerely,

A handwritten signature in blue ink, appearing to read 'ND', is positioned above the typed name.


**Nicole Dragoo**  
*President*


6225 Lusk Blvd.  
San Diego, CA 92121


800.317.4747 (toll-free)  
marketing@chandlerasset.com


Chandler Asset Management is excited to announce that we have partnered with Clearwater Analytics® to become the new solutions provider for our investment accounting and reporting services. This allows us to consolidate several of our back-office systems into one integrated platform. Over the next several months, we will be transitioning Chandler Asset Management’s investment advisory clients onto Clearwater’s platform. Clearwater Analytics is a leading provider of web-based investment portfolio accounting, reporting, and reconciliation services for investment data. Clearwater aggregates, validates, reconciles, and reports on more than \$5.9 trillion in assets across thousands of accounts daily.

**\$5.9 trillion**  
in assets on the Clearwater system





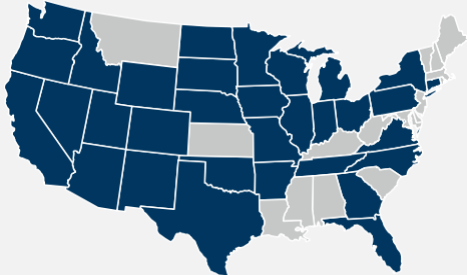




Asset Managers
Insurance Companies
Corporations
Public Funds

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**States with public funds on the Clearwater system**




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**98% client**  
retention rate

**50% staff**  
dedicated to development

**24% revenue**  
reinvested in R&D

**Benefits of Partnering with Clearwater**

**Automated Accounting and Reporting**

- Clearwater is an industry leader in investment accounting
- GASB disclosure reports available at the click of a mouse
- Customized general ledger entries formatted to accounting systems\*
- Interest allocation and accounting to track pooled fund participant balances and accruals\*

*\*Additional fees may apply*

**Modernize and Eliminate Manual Processes**

- Ingests daily trading data automatically
- Daily reconciliation and validation checks between all participants in the investment process (Chandler, custodians, trading platforms, etc.) that eliminates manual period-end processes
- Flexible and on-demand reporting for oversight committees, audit purposes, and any ad-hoc needs

**Portal Capabilities**

- 24/7 access to mobile enabled website
- Access to security details, account documents and statements
- Customizable reporting
- Ability to export customized fields

## FAQs

Here are some of the frequently asked questions about Clearwater software-as-a-service (SaaS) technology.

### Integration

- How will Clearwater provide its solution to us?

Clients access Clearwater's accounting, reporting, and analytics solutions through any modern internet-connected web browser. With Clearwater, you gain automated accounting and reporting, and insight into your most current investment data.

- Will I need to install or update any software to use the Clearwater system?

Clearwater's solution is entirely web-based, no software installations are necessary. Clearwater automatically releases new functionality on a regular basis. Clearwater also conducts rigorous functional and security tests before new features and upgrades are released, so you can be confident that your work will continue uninterrupted.

- Can I export the reports I build within Clearwater's system?

Reports created within Clearwater can be downloaded at any time. Report downloads are available in both Excel and PDF formats which are suitable for archiving, merging with your internal reports, or presenting in meetings.

- How do I know the data in my reports is correct?

Chandler will work with Clearwater's Data Services team to ensure the data in your reports is accurate and up-to-date. Clearwater will work directly with your custodial sources to ensure timely data updates to your portfolio.

- How does the Clearwater system gather my data?

Chandler currently works with Electra to gather and reconcile client data. As Electra currently does, Clearwater will gather investment data directly from your custodial sources and import it securely into the system. Clearwater works directly with custody banks to set up fully encrypted data feeds and with timely updates to gather your newest data every day. Chandler will continue to be responsible for ensuring that all data is reconciled and correct.

- Can I access the Clearwater system on my smartphone or tablet?

Clearwater's website is accessible from any mobile device with a web browser and an internet connection.

### Confidentiality

- How does Clearwater keep my data secure?

Chandler takes the security of your investment data very seriously. Every data transfer coming into and going out of the Clearwater system is fully encrypted. Once your data has been integrated into Clearwater's database, it is protected by a secure network with monitored firewalls and constant vulnerability scanning. Network and host intrusion detection services, along with malware and virus scanning, protect Clearwater's network and servers from malicious access attempts. We ensure that our security controls always meet the latest security standards. Also, a third-party security firm conducts a comprehensive penetration test every year.

- Is my Clearwater account login secure?

Clearwater utilizes strong password requirements for all of its users, and these passwords are never stored on the devices you use to access the website. Your connection to Clearwater's website is fully encrypted and secured, and any repeated unauthorized attempts to access your user account will trigger security lockdowns to protect your data.

- Do Clearwater employees have access to my data?

Every Clearwater employee is trained to keep your data protected and confidential, but only key Clearwater personnel who are assigned to support your account will have access to your data.



## Integrity

- What if I have problems with my reports, or need help building a new one?

Chandler is always available to assist. Each client is supported by our Client Services team and a dedicated account manager that can help customize reports for your specific needs. Don't hesitate to reach out to Chandler's Client Service team if you have any questions.

- Does Clearwater provide tutorials for using the system?

Chandler will conduct training to ensure you understand the Clearwater system. Clearwater also provides a training portal that is available to you on the Clearwater website. It contains a wealth of training and support resources for new and seasoned Clearwater users. Don't hesitate to reach out to Chandler's Client Service team if you have any questions.

## Availability

- When is Clearwater's system available to use?

The Clearwater website is available 24 hours a day, 7 days a week, 365 days a year.

- What happens if Clearwater's system has an outage or downtime? Is my data safe?

Clearwater's business continuity and disaster recovery processes are thoroughly defined and tested on a quarterly basis to ensure that downtime remains as brief as possible when outages occur. Clearwater maintains a disaster recovery site that provides quick and full recovery when issues arise at its primary production site. Clearwater offers agreed-upon recovery times that ensure the client always has the most current data. To take a more thorough look at Clearwater's excellent track record for website uptime, you can visit the system history page at <http://status.clearwateranalytics.com>

- Will I know ahead of time when the Clearwater system will be down?

Chandler will communicate any known system downtimes to our clients. This information will also be available at: <http://status.clearwateranalytics.com>. The regular maintenance window falls on Saturdays between 8 a.m. and 2 p.m. Mountain Time.

- Does Clearwater back up my data?

Clearwater is continuously mirroring client data from its production site to its disaster recovery site—data is never more than 30 minutes old. Additionally, fully perform backups of the database on a weekly basis, with incremental backups occurring daily. We ensure that your investment data is not only securely backed up, but it is also quickly accessible if a backup restoration becomes necessary.

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**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item **8**

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Resolution 2022-\_\_:** **Amending the District Policies and Procedures Manual**

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**Staff Recommendation**

Adopt Resolution 2022-\_\_ Amending the District Policies and Procedures Manual, or direct staff as desired.

**Background**

On March 18, 2009, the Board of Directors adopted Resolution 2009-05, establishing a Policies and Procedures Manual applicable to the Board of Directors and District staff. The document has been updated periodically over the years.

At the September 20, 2022, October 18, 2022, and November 15, 2022 meetings of the Personnel Committee, the Committee members reviewed drafts of the proposed policies and recommended them to be presented to the full Board for consideration.

**Summary**

Staff recommends the adoption of Resolution 2022-\_\_, which incorporates the following policy changes to the Policies and Procedures Manual:

<b>Policy Number</b>	<b>Policy Title</b>	<b>Description</b>
3090	Family and Medical Leave	<ul style="list-style-type: none"><li>• The District has historically complied with the Family Medical Leave Act (FMLA) by policy, but is not required to do so by law with fewer than 50 employees.</li><li>• However, the District is required to comply with the California Family Rights Act (CFRA), which offers similar leave protections.</li><li>• If the District reaches 50 employees, the District must also comply with FMLA, which in many cases runs concurrently with CFRA.</li><li>• There is a nuance that the District is an FMLA-eligible agency since BCVWD is a government entity. This means BCVWD must comply with labor posters and communication with employees about FMLA; however, employees are not necessarily eligible for FMLA unless the District has 50 employees.</li></ul>



		<ul style="list-style-type: none"> <li>The proposed changes contain significant updates from legal counsel.</li> </ul>
3095	Pregnancy Disability Leave	<ul style="list-style-type: none"> <li>The proposed changes contain significant updates from legal counsel.</li> </ul>
3096	Lactation Accommodation	<ul style="list-style-type: none"> <li>Proposed new policy.</li> <li>California labor code (§1030 - §1034) requires every employer to provide lactation accommodation.</li> <li>California labor code §1034 requires the employer to develop and implement a policy regarding lactation accommodation.</li> <li>Language of the policy is largely dictated by labor code requirements.</li> </ul>
3111	Leave for Crime Victims & Family Members	<ul style="list-style-type: none"> <li>Proposed new policy to align with CA state law. The proposed language contains significant updates from legal counsel.</li> </ul>
5010	Emergency Response Guideline for Hostile or Violent Incidents	<ul style="list-style-type: none"> <li>Minor word choice and grammar edits.</li> <li>New section 5010.10 reference to Emergency Response Plan (ERP).</li> </ul>
5030	Budget Preparation	<ul style="list-style-type: none"> <li>Addition of Director of Finance &amp; Administration</li> <li>Allows budget to be adopted on or before the regular board meeting in December of each year.</li> </ul>

**Fiscal Impact**

No fiscal impact.

**Attachments**

1. Proposed Resolution 2022-\_\_ Amending the District Policies and Procedures Manual
2. Resolution Exhibits
3. Side by Side Policy Comparison
4. Policy Approval Tracking Project

Staff Report prepared by Sabrina Foley, Human Resources Administrator

**RESOLUTION 2022-\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT  
AMENDING THE DISTRICT'S POLICIES AND PROCEDURES MANUAL**

**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**, upon review and discussion, the Personnel Committee of the Board of Directors has recommended revisions to the Policy and Procedures Manual based on advice given by the District's legal counsel and human resources; and

**WHEREAS**, the Board of Directors has reviewed and considered the said policy revisions and additions to the BCVWD Policy and Procedures Manual, and finds the policies relevant and acceptable, and deems it to be in the best interests of the District 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 Sections:

Part 1 Personnel, Policy #25	Family and Medical Leave
Part 1 Personnel, Policy #26	Pregnancy Disability Leave
Part 3 Operations, Policy #2	Emergency Response Guideline for Hostile or Violent Incidents
Part 3 Operations, Policy #6	Budget Preparation

are hereby replaced in entirety with the policies attached hereto as Exhibit A

2. The BCVWD Policies and Procedures Manual is hereby amended to include new sections:

3096	Lactation Accommodation
3111	Leave for Crime Victims and Family Members

Attached hereto as Exhibit B

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

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

//  
//  
//

ATTEST:

*DRAFT UNTIL ADOPTED*

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*DRAFT UNTIL ADOPTED*

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Director Lona Williams, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

Director David Hoffman, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

Attachments:

Exhibit A

1	Policy 3090	Family and Medical Leave
2	Policy 3095	Pregnancy Disability Leave
3	Policy 5010	Emergency Response Guideline for Hostile or Violent Incidents
4	Policy 5030	Budget Preparation

Exhibit B

5	Policy 3096	Lactation Accommodation
6	Policy 3111	Leave for Crime Victims and Family Members

POLICY TITLE: FAMILY AND MEDICAL LEAVE  
POLICY NUMBER: 3090

## EXHIBIT A 1

3090.1 The District complies with the California Family Rights Act (CFRA) and will grant up to 12 weeks of leave during a 12-month period to eligible employees. The provisions of an employment agreement or MOU with union and/or employee association shall prevail, notwithstanding the contents of this policy, unless said provisions are in conflict with the CFRA. In the event of any conflict between policy and the applicable law, employees will be afforded all rights required by law.

3090.2 **Eligibility.** To be eligible for leave under the CFRA, an employee must have:

1. Been employed by the District for at least 12 months (the 12 months of employment do not have to be consecutive); and
2. Worked for the District at least 1,250 hours during the 12 months immediately preceding the commencement of leave.

3090.3 **Leave Benefit.**

1. Eligible employees will be provided with up to 12 weeks of unpaid leave each year for the following reasons:
  - a. The birth of a child or placement of a child with the employee for adoption or foster care.
  - b. To care for a spouse or domestic partner, child, grandchild, grandparent, sibling, or parent who has a serious health condition.
  - c. For a serious health condition that makes the employee unable to perform the essential functions of his or her job, except for leave taken for disability related to pregnancy, childbirth, or related medical conditions.
  - d. For any qualifying exigency arising out of the fact that a spouse, domestic partner, child, or parent is a military member on covered active duty or on call to covered active duty status.
2. The District will measure the 12-month period as a rolling 12-month period measured backward from the date an employee uses any leave under this policy. Each time an employee takes leave, the District will compute the amount of leave the employee has taken under this policy and subtract it from the 12 weeks of available leave, and the balance remaining is the amount the employee is entitled to take at that time.
3. To be eligible for leave under the CFRA, the employee will first be required to use applicable accrued paid leaves permitted by the District, including vacation leave and sick leave, as permitted by law.
4. If both parents of a child are employed by the District, each parent may take 12 weeks of leave (if otherwise eligible) for the birth, adoption, or foster placement of a child.
5. Employees taking CFRA will be required to use all available paid time off (e.g. vacation, floating holidays, etc.) during any CFRA leave as permitted by law. Sick leave may run concurrently with CFRA leave, however employees are not required to use sick leave to cover a CFRA leave in

connection with the birth, adoption, or placement of a foster child, or to care for a sick family member. Vacation and sick time off do not accrue during a CFRA leave of absence. If a holiday falls during a CFRA leave of absence, the employee will not receive holiday pay (Policy 3070).

6. Employees on leave who were previously covered by the District's health benefit shall continue to be covered at the level and under the conditions that coverage would have been provided if the employee were continuing to work. While on paid leave, the District will continue to make payroll deductions as necessary to collect the employee's share of insurance premiums. While on unpaid leave, the employee must continue to make this payment, either in person or by mail.
7. At the end of the leave the District will reinstate the employee to his/her previous position (unless the position no longer exists due to layoff or reduction in force, or has been eliminated or modified due to reasons unrelated to the employee's CFRA leave) or to an equivalent job with equivalent pay, benefits, and working conditions. The employee will be reinstated at the same level of seniority as when the leave commenced. For employees who take leave for their own serious health condition, District will also require the employee to obtain medical certification from a health care provider stating that they are able to resume work.

#### 3090.4 Employee Obligations

1. If the event necessitating the leave is foreseeable, the employee must provide his or her supervisor or Human Resources with at least 30 days prior written notice. If 30 days' advance notice for leave is not practicable, the employee must provide his or her supervisor with as much notice as possible.
2. Employees seeking leave on account of a serious health condition must provide Human Resources with a medical certification regarding their condition. If the District has reason to doubt the validity of the medical certification, the General Manager, or his/her designee, may require employees to obtain, at the District's expense, a second opinion. If the second opinion differs from the first, the General Manager or his/her designee may require a third opinion from a mutually agreed upon health care provider.
3. CFRA may be taken intermittently if required by a medical certification. Leave for a serious illness may be taken intermittently when medically necessary or if the employee is unable to perform his/her job intermittently due to a medical condition. When leave is needed for planned medical treatment, the employee must make a reasonable effort to schedule treatment so as not to unduly disrupt the District's operations.
4. Employees on unpaid leave must make regular and timely payments for their share of insurance premiums. If the employee does not continue these payments, the District may discontinue coverage during the leave, as permitted by law.
5. The District may require an employee on CFRA leave to report periodically on his/her status and intent to return to work.

#### 3090.5 Designation of CFRA Leave

1. Human Resources will complete and provide employees with a Notice of Eligibility within 5 business days of receipt of notice of the need for leave. Human Resources will request a medical certification or other supporting documentation as necessary.
2. Human Resources will complete and provide the employee with a written response to the



employee's request for CFRA leave using the CFRA Designation Notice within 5 business days of receipt of the requested medical certification or other supporting documentation.

#### 3090.6 Definitions

1. Serious health condition: an illness, injury, impairment, or physical or mental condition that involves inpatient care or continuing treatment by a health care provider. This can include conditions with short-term, chronic, long-term, or permanent periods of incapacity.
2. Child: a biological, adopted, or foster child, a stepchild, a legal ward, the child of a domestic partner, or a child of a person standing *in loco parentis*.
3. Parent: a biological, adoptive, step or foster parent, a legal guardian or any individual who stood *in loco parentis* to the employee when the employee was a child.
4. Qualifying exigency: events related to the covered active duty or call to covered active duty of an employee's spouse, domestic partner, child, or parent in the Armed Forces of the United States, as specified by Section 3302.2 of the Unemployment Insurance Code.

3090.7 **Leave Interactions.** Should the District offer FMLA leave at a future date, FMLA leave will in many instances run concurrently with CFRA leave.

POLICY TITLE: PREGNANCY DISABILITY LEAVE  
POLICY NUMBER: 3095

## EXHIBIT A 2

3095.1 Under the California Fair Employment and Housing Act (FEHA), if an employee is disabled by pregnancy, childbirth, or related medical conditions, the employee is eligible to take a Pregnancy Disability Leave (PDL). If the employee is affected by pregnancy or a related medical condition, it may be an option to transfer to a less strenuous or hazardous position or to less strenuous or hazardous duties, if this transfer is medically advisable.

3095.2 **Length.** The PDL is for any period(s) of actual disability caused by an employee's pregnancy, childbirth, or related medical condition up to 4 months per pregnancy. For the purpose of this policy, 4 months means the number of days the employee would normally work within four calendar months (one-third of a year equaling 17 1/3 weeks), if the leave is taken continuously, following the date the pregnancy leave commences.

1. The PDL does not need to be taken in one continuous period of time but can be taken on an as-needed basis.
2. Time-off for prenatal care, severe morning sickness, doctor-ordered bed rest, childbirth, and recovery from childbirth are all covered by a PDL.

3095.3 **Reasonable Accommodation.** The District provides reasonable accommodations, to the extent required by law, for conditions related to pregnancy, childbirth, or related medical conditions. In addition, a transfer to a less strenuous or hazardous position or duties may be available pursuant to an employee's request, if such a transfer is medically advisable. Employees requesting leave or reasonable accommodation should promptly notify Human Resources.

3095.4 **Compensation.** Generally, the District is required to treat pregnancy disability the same as other disabilities of similarly situated employees. The PDL will be unpaid.

1. Accrued paid sick leave must be used concurrently with leave taken under this policy. An employee may choose to use any accrued vacation as part of pregnancy disability leave before taking the remainder of leave as an unpaid leave. The employee may also be eligible for State Disability Insurance for the unpaid portion of leave.
2. Taking a PDL may impact certain of the employee's benefits or seniority date. If an employee wants more information regarding eligibility for a leave, the impact of the leave on seniority and benefits, and the District's policies for other disabilities, the employee should contact Human Resources.
3. An employee returning from an approved PDL of 4 months or less will be reinstated to the same position or to a comparable position under circumstances allowed by law. The only exception is if the employee's position is eliminated.

3095.5 **Benefits.** The District will maintain health coverage during leave under this policy on the same terms as if the employee had continued to work. If applicable, the employee must make arrangements to pay the employee's share of health plan premiums while on leave.

3095.6 **Requirements.** The employee may be required to obtain a certification from a health care provider that

the employee is disabled due to a pregnancy-related condition, or the medical advisability for a transfer. The certification should include:

1. The date on which the employee became disabled due to pregnancy or the date of the medical advisability for the transfer.
2. The probable duration for the period(s) of disability or the period(s) for the advisability of the transfer.
3. A statement that, due to the disability, the employee is unable to work at all or to perform any one or more of the essential functions of the position without undue risk to oneself, the successful completion of the pregnancy, or a statement that, due to the pregnancy, the transfer is medically advisable.

DRAFT

**POLICY TITLE:** EMERGENCY RESPONSE GUIDELINE FOR HOSTILE OR VIOLENT INCIDENTS  
**POLICY NUMBER:** 5010

5010.1 **Purpose of the Policy.** To provide direction for the District Board of Directors and staff regarding responses to hostile or violent incidents, including possible armed intruders or related threats on District facilities or properties.

5010.2 **Background.** The potential for hostile or violent incidents in District facilities or operational locations always exists. Recent incidents involving armed intruders have increased in frequency, involving injuries and deaths at government institutions, offices, and educational facilities. Often, an intruder is a person who is an ex-employee, customer, or person known to the agency. The person often is upset at an event or a person who works at the facility. However, armed intruders can be any person with or without a prior relationship with the District or its officers and employees.. Incidents involving armed intruders escalate to include **multiple** persons and potentially take hostages, including District customers.

5010.3 Threats of these types and risks are to be considered **extreme emergencies** and the safety and well-being of employees and/or customers is the highest priority.

5010.4 **Response to an Incident.** Any evidence of exposure to a hostile or violent person or situation in District facilities or operating areas should be taken seriously. **Any** District Director or employee observing or sensing that a violent or hostile situation is occurring or threatened **should** consider taking precautionary and safety actions. Any event resulting in awareness of a possible violent act, including **gunfire**, explosion, fighting, or scuffling, could indicate an incident of violent potential. **Any** employee observing such potential activities should take steps to protect themselves and others on the District premises, including but not limited to:

1. **Communication.** Attempt to communicate the situation to everyone in the facility using telephone, paging, email, and/or radio system including basic information that a potential incident is occurring. If a perpetrator(s) is seen or **known**, information on the person(s) should be provided.
2. **Types.** Since different types and levels of workplace violence may require various responses, establishing basic information on the type of event is essential. Examples are:
  - a. **Gunfire.** Awareness of gunfire in the facility should result in evacuation to the extent possible. If not possible, securing of rooms or offices and informing others by phone or email is encouraged. Calling emergency resources via 911 is imperative once it is safe to call. Remain in the most secure location possible until contacted by public safety personnel or a facility supervisor, etc.
  - b. **Explosion.** An explosion could occur naturally or with violent intention. Awareness of an explosion or fire in the facility should result in immediate evacuation following established fire safety procedures. Response to a planned location is essential, so safety personnel can determine who is out of the facility.
  - c. **Physical Threat/Bomb Threat.** Awareness of a telephone or in-person threat to the facility or staff should be met with action to evacuate and clear staff from the threatened area. Calling 911 as soon as it is safe to do so is imperative.
  - d. **Situations involving hostages.** If a possible hostage incident is known, evacuation of the facility is paramount to the safety of persons in the area. Contact 911 as soon as it is safe to do so.

- e. **Irate Customer/Threat at Counter or Meeting.** When anyone threatens an employee or customer at a District facility in a manner causing fear for safety, take action to summon public safety personnel by calling 911 should be taken. In no way should steps be taken to physically confront or subdue such a person except in defense of life. If a volatile situation occurs at a Board of Directors or other public meeting, the person chairing/hosting the meeting should take steps to control the situation or adjourn the meeting to abate the confrontation, if possible. In a threatening or hostile situation, call 911 immediately and proceed with evacuation or other appropriate actions.

5010.5 All employees and members of the Board of Directors shall receive training on response to violent or hostile incidents. In the event of a potential incident, notify a supervisor or the General Manager as quickly as possible, or call 911 when an active incident is occurring. If an assessment of a possible threat is needed, the General Manager or ranking staff person shall be notified for considering the validity of the threat or safety risk. Public safety agencies shall be contacted by 911 whenever a perceived threat is considered valid.

5010.6 **Planning for Emergency Incidents.** Steps should be taken to plan response capabilities for emergencies in addition to fires, earthquakes, etc. that may involve hostile situations. These include but are not limited to:

1. Preparation of a facility evacuation plan for each room. Post the plan at each doorway and hallway exit. Have a safe area zone for staging.
2. Procedures to secure the facility in a hostile or violent incident for both exterior and interior doors.
3. Develop an emergency notice code for intercom, email, and radio to facility and District staff. Use of a Code "Red" is recommended.
4. Develop a radio communication alert code "Red" to notify other District staff so they will not return to the facility during the incident until cleared to do so by public safety personnel.
5. Training of all personnel in dealing with customers, employees, and other persons in aggravated situations and how to identify and assess potential threats or volatile situations. All employees assigned or expected to serve at the front desk or counter shall receive such training regularly.

5010.7 **Actions for Violent or Armed Threat Situation.** The existence or potential for an event involving a violent person or armed intruder at a District facility should be considered an emergency condition. Actions could include some or all of the following:

1. Notify your supervisor or General Manager and other staff immediately if a threat is received but not actively in progress. If validated, contact public safety by calling 911 immediately.
2. The General Manager or ranking staff member shall evaluate the situation and consider appropriate actions, including shutting down operations, evacuation, and/or locking down the facility until public safety response abates the threat.
3. Initiate notification of other facility staff of active threat by emergency code procedure. Evacuate the facility if possible. Secure money or computer equipment if time allows.
4. Activate an alarm for notifying other staff or an alarm company if the District engages one. A call contract would be included in the procedure to double-check for safety at the facility.
5. Upon sighting an armed intruder, an alert to all employees should be made by page, email, or radio.
6. Secure your work area or evacuate if safely possible. If you cannot evacuate, find a safe hiding place, and stay put until public safety personnel contact you.

7. Once outdoors, after an evacuation, proceed to the designated staging area to report in for identification. Inform public safety personnel of any information on the incident.
8. Attempt to remain calm and assist others; wait for instructions from public safety or supervisory personnel.
9. Do not attempt to look around to see what is happening. Evacuate whenever possible and with others in the area you see directly. Do not confront or attempt to apprehend a violent perpetrator unless you are directly attacked for self-defense. Do not assume someone already called 911, call them immediately.

5010.8 **Post Event Actions.** Following the clear announcement of the ending of a violent or hostile person situation, contact public safety or supervisory personnel for instructions. Report any knowledge or first-hand observations or other knowledge of the incident. Contact your family and immediate friends so they will not take any actions to respond unnecessarily. Await direction as to return to work or other steps dependent on the level of the incident. If not able to do so, consult with your supervisor or notify the ranking person on-site.

5010.9 An Emergency Response Coordinator shall evaluate and debrief any major incident and take needed steps to abate the conditions after the event and prepare as necessary for continued operations. Planning and actions to address conditions are expected and your input is important via your supervisor. There may be the potential to lock down or close the facility from operating for some time for corrective steps. If deemed needed, seek direction on what actions you should take to assist in procedure.

5010.10 For more information about the District's emergency procedures, refer to the District's Emergency Response Plan, or ERP.

POLICY TITLE: BUDGET PREPARATION  
POLICY NUMBER: 5030

**EXHIBIT A 4**

5030.1 **Annual Budget.** An annual budget proposal shall be prepared by the Director of Finance & Administration or Designee, with final approval by the General Manager.

5030.2 **Finance Committee Input.** Before the Board of Directors' review, the Board's Finance & Audit Committee shall meet with the General Manager and Director of Finance & Administration or Designee to review the annual budget proposal.

5030.3 The proposed annual budget, as reviewed by the Finance & Audit Committee, shall be reviewed by the Board at a regular or special meeting in December or earlier of each year.

5030.4 **Board Review and Approval.** The proposed annual budget, as amended by the Board during its review, shall be adopted at a regular meeting or special meeting in December or earlier.

DRAFT



POLICY TITLE: LACTATION ACCOMMODATION  
POLICY NUMBER: 3096

**EXHIBIT B 5**

3096.1 The District recognizes the need to promote a work environment that is supportive of breastfeeding employees who wish to continue nursing their infant children when they return to work. This policy establishes guidelines for promoting a breastfeeding friendly work environment and supporting lactating employees.

3096.2 The District will provide an environment that will enable employees to express milk in a private, appropriate space. Such space will meet the requirements of the California Labor Code including a surface to place a breast pump and personal items, a place to sit, and access to electricity. Lactating employees will also be provided access to a sink with running water, and access to a refrigerator for storing breast milk. Multi-purpose rooms may be used as lactation space if they satisfy the requirements for space; however, the use of the room for lactation takes priority over other uses. Restrooms are prohibited from being utilized for lactation purposes.

3096.3 An employee may request an accommodation for reasonable lactation breaks by informing Human Resources and the employee's supervisor. The supervisor and the employee will discuss an appropriate break schedule for lactation. The lactation break time will, if possible, run concurrently with the employee's regular paid break time already provided. Any time in excess of a normal lunch or paid break time will not be paid. The District will respond, in writing, if lactation space or additional break time, as described in this policy, cannot be provided.

3096.4 Harassment of and/or discrimination against lactating employees is prohibited. It is also prohibited to retaliate against lactating employees who request time to express breast milk at work. Any harassment of and/or discrimination against a lactating employee should be immediately reported to Human Resources. Any incident of discrimination or harassment of a lactating employee will be addressed in accordance with Policy 2015 and in accordance with state law.

3096.5 Employees have the right to file a complaint with the Labor Commissioner for any violation of rights provided under Chapter 3.8 of the California Labor Code regarding lactation accommodations.

POLICY TITLE: LEAVE FOR CRIME VICTIMS AND FAMILY MEMBERS  
POLICY NUMBER: 3111

**EXHIBIT B 6**

3111.1 Pursuant to Labor Code section 230.2, an employee who is a victim of a crime, a member of a crime victim's immediate family (spouse, child, stepchild, sibling, stepsibling, parent, or stepparent), a registered domestic partner of the crime victim, or the child of a registered domestic partner of a crime victim shall be eligible for leave from work in order to attend judicial proceedings related to that crime.

3111.2 "Victim" means a person against whom one of the following crimes has been committed:

- a. A violent felony, as defined in subdivision (c) of Section 667.5 of the Penal Code;
- b. A serious felony, as defined in subdivision (c) of Section 1192.7 of the Penal Code; or
- c. A felony provision of law proscribing theft or embezzlement.

3111.3 In order to be eligible for leave, the employee must provide a copy of the official notice provided to the victim of each scheduled proceeding to Human Resources. When advance notice is not feasible or an unscheduled absence occurs, the employee must, within a reasonable time after the absence, provide the District with documentation evidencing the judicial proceeding from any of the following entities:

- a. The court or government agency setting the hearing.
- b. The district attorney or prosecuting attorney's office.
- c. The victim/witness office that is advocating on behalf of the victim.

3111.4 An employee absent from work to attend a scheduled proceeding may elect to use accrued vacation leave, sick leave, other accrued paid time off, or unpaid leave time.

3111.5 If the court proceeding is completed before the end of the employee's regularly scheduled shift, the employee must report to work if requested by the supervisor.

3111.6 The District shall keep confidential any records regarding an employee's absence from work pursuant to this policy.

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POLICY TITLE: FAMILY AND MEDICAL LEAVE
POLICY NUMBER: 3090

3090.1 The District complies with the Family and Medical Leave Act California Family Rights Act (FMLACFRA) and will grant up to 12 weeks of leave during a 12-month period to eligible employees. The provisions of an employment agreement or MOU with union and/or employee association shall prevail, notwithstanding the contents of this policy, unless said provisions are in conflict with the FMLACFRA. In the event of any conflict between policy and the applicable law, employees will be afforded all rights required by law. The purpose of this policy is to clarify how the District will implement the Family and Medical Leave Act of 1993 (FMLA). The provisions of the contract or MOU with union and/or employee association shall prevail, notwithstanding the contents of this policy, unless said provisions are in conflict with the FMLA.

3090.2 Eligibility. To be eligible for leave under the FMLA CFRA, an employee must have:

- 1. Been employed by the District for at least twelve (12) months (the 12 months of employment do not have to be consecutive); and
2. Worked for the District at least one thousand two hundred fifty (1,250) hours during the twelve (12) months immediately preceding the commencement of leave.

3090.3 Leave Benefit.

- 1. Eligible employees will be provided with up to twelve (12) weeks of unpaid leave each year to care for a newborn, adopted, or foster child or for a seriously ill child, parent, or spouse. In addition, employees who are unable to perform the functions of their position because of a serious health condition will also be entitled to twelve (12) weeks of unpaid leave. "Serious health condition" is defined as an acute illness, injury, impairment, or physical or mental condition that entails:
a. Inpatient care in a hospital, hospice, or residential medical care facility; or
1. Continuing treatment by a health care provider, for the following reasons:
a. The birth of a child or placement of a child with the employee for adoption or foster care.
b. To care for a spouse or domestic partner, child, grandchild, grandparent, sibling, or parent who has a serious health condition.
c. For a serious health condition that makes the employee unable to perform the essential functions of his or her job, except for leave taken for disability related to pregnancy, childbirth, or related medical conditions.
d. For any qualifying exigency arising out of the fact that a spouse, domestic partner, child, or parent is a military member on covered active duty or on call to covered active duty status. To care for a covered service member with a serious injury or illness.
2. The District will measure the 12-month period as a rolling 12-month period measured backward from the date an employee uses any leave under this policy. Each time an employee takes leave, the District will compute the amount of leave the employee has taken under this policy and subtract it from the 12 weeks of available leave, and the balance remaining is the amount the employee is entitled to take at that time.
2. An eligible employee can take up to 26 weeks for the FMLA military caregiver leave during a

- iv. A registered domestic partnership shall be established in California when both persons file a Declaration of Domestic Partnership and are registered with the Secretary of State.
v. Any other definition of Family Member as defined by the State of California.

- E. Notice. In order to receive compensation while on sick leave, the employee shall notify a supervisor prior to the time for beginning the regular work day, or as soon thereafter as practical.
F. Evidence. If absence from duty by reason of illness occurs, satisfactory evidence may be required by the employee's immediate supervisor or the General Manager. Such evidence may include but is not limited to certification from a licensed physician.
G. "Buy-Back."
i. Incentive Plan "A." An employee not using any sick leave for twelve (12) consecutive months may convert their twelve (12) accrued days to cash at a rate of two (2) accrued days for eight (8) hours pay at their regular hourly rate.
ii. Incentive Plan "B." Upon retirement or death, an employee, or his/ her beneficiary, shall be entitled to receive 50% of all accumulated sick leave not compensated for in "A" above.
iii. Note. The beneficiary specified in the previous paragraph shall be the individual indicated on the employee's Life Insurance Beneficiary Form.

25. FAMILY AND MEDICAL LEAVE

- A. The purpose of this policy is to clarify how the District will implement the Family and Medical Leave Act of 1993 (FMLA). The provisions of the contract or MOU with union and/or employee association shall prevail, notwithstanding the contents of this policy, unless said provisions are in conflict with the FMLA.
B. Eligibility. To be eligible for leave under the FMLA, an employee must have:
i. Been employed by the District for at least twelve (12) months
ii. Worked for the District at least one thousand two hundred fifty (1,250) hours during the twelve (12) months immediately preceding the commencement of leave.
C. Leave Benefit.
i. Eligible employees will be provided with up to twelve (12) weeks of unpaid leave each year to care for a newborn, adopted, or foster child or for a seriously ill child, parent, or spouse. In addition, employees who are unable to perform

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~~single 12-month period. FMLA leave already taken for other FMLA circumstances will be deducted from the total of 26 weeks available.~~

- 3. To be eligible for leave under the FMLACFRA, the employee will first be required to use applicable accrued paid leaves permitted by the District, including vacation leave and sick leave ~~for the first part of the twelve (12) week statutory leave, as permitted by law.~~
- 4. ~~If a husband and wife~~ ~~If both parents of a child~~ are both employed by the District, ~~the total number of workweeks of leave to which both may be entitled shall be limited to twelve (12) weeks if leave to which both may be entitled each parent may take 12 weeks of leave (if otherwise eligible) is taken for the birth, adoption, or foster placement of a child~~ ~~or for the purpose of caring for a seriously ill parent.~~
- 5. Employees taking FMLACFRA a "Family Care Leave" will be required to use all available paid time off (e.g. vacation, floating holidays, etc.) during any ~~"Family Care Leave"~~ FMLACFRA leave as permitted by law. Sick leave may run concurrently with FMLACFRA leave, however employees are not required to use sick leave to cover a CFRA leave in connection with the birth, adoption, or placement of a foster child, or to care for a sick family member. Vacation and sick time off do not accrue during a ~~"Family Care Leave"; an FMLACFRA leave of absence~~. If a holiday falls during a ~~"Family Care Leave," an FMLACFRA leave of absence~~, the employee will not receive holiday pay (Policy 3070).
- 6. Employees on leave who were previously covered by the District's health benefit shall continue to be covered at the level and under the conditions that coverage would have been provided if the employee were continuing to work. ~~While on paid leave, the District will continue to make payroll deductions as necessary to collect the employee's share of insurance premiums. While on unpaid leave, the employee must continue to make this payment, either in person or by mail.~~
- 7. At the end of the leave the District will ~~attempt to~~ reinstated the employee to his/her previous position (unless the position ~~is eliminated no longer exists due to layoff or reduction in force, or has been eliminated or modified due to reasons unrelated to the employee's CFRA leave~~) or to an equivalent job with equivalent pay, benefits, and working conditions. ~~However, the employee will not accrue seniority or employment benefits during the leave period~~ The employee will be reinstated at the same level of seniority as when the leave commenced. ~~The~~ For employees who take leave for their own serious health condition, District will also require the employee to obtain medical certification or fitness for duty clearance from a health care provider stating that they are able to resume work.

3090.4 Employee Obligations

- 1. ~~In an employee requests leave for the birth, adoption, or the foster placement of a child, and the need for leave is foreseeable, if the event necessitating the leave is foreseeable, the employee must provide his or her supervisor or Human Resources with at least thirty (30) days' prior written notice. However, if the date of the birth, adoption, or foster placement requires that leave begin in less than thirty (30) days, the employee must provide the general manager with as much notice as practicable. If the employee requests leave because of a serious health condition, the employee must provide the supervisor with thirty (30) days notice, or with as much notice as practicable. If 30 days' advance notice for leave is not practicable, the employee must provide his or her supervisor with as much notice as possible.~~
- 2. Employees seeking leave on account of a serious health condition must provide Human Resources with a medical certification regarding their condition. ~~If the District has reason to doubt the validity of the medical certification, The~~ the General Manager, or his/her designee, may require employees

the functions of their position because of a serious health condition will also be entitled to twelve (12) weeks of unpaid leave. "Serious health condition" is defined as an acute illness, injury, impairment, or physical or mental condition that entails:

- a. Inpatient care in a hospital, hospice, or residential medical care facility; or,
  - b. Continuing treatment by a health care provider.
- ii. To be eligible for leave under the FMLA, the employee will first be required to use applicable accrued paid leaves permitted by the District, including vacation leave and sick leave for the first part of the twelve (12) week statutory leave. If a husband and wife are both employed by the District, the total number of workweeks of leave to which both may be entitled shall be limited to twelve (12) weeks if leave is taken for the birth, adoption, or foster placement of a child or for the purpose of caring for a seriously ill parent.
  - iii. Employees taking a "Family Care Leave" will be required to use all available paid time off (e.g. vacation, floating holidays, etc.) during any "Family Care Leave". Vacation and sick time off do not accrue during a "Family Care Leave". If a holiday falls during a "Family Care Leave," the employee will not receive holiday pay.
  - iv. Employees on leave who were previously covered by the District's health benefit shall continue to be covered at the level and under the conditions that coverage would have been provided if the employee were continuing to work.
  - v. At the end of the leave the District will attempt to reinstate the employee to his/her previous position (unless the position is eliminated) or to an equivalent job with equivalent pay, benefits, and working conditions. However, the employee will not accrue seniority or employment benefits during the leave period. The District will also require the employee to obtain medical certification that they are able to resume work.

D. Employee Obligations

- i. If an employee requests leave for the birth, adoption, or the foster placement of a child, and the need for leave is foreseeable, the employee must provide his or her supervisor with at least thirty (30) days' prior written notice. However, if the date of the birth, adoption, or foster placement requires that leave begin in less than thirty (30) days, the employee must provide the general manager with as much notice as practicable. If the employee requests leave because of a serious health condition, the employee must provide the Supervisor with thirty (30) days notice, or with as much notice as practicable.
- ii. Employees seeking leave on account of a serious health condition must provide the supervisor with medical certification regarding their condition. The General Manager may require employees to obtain, at the District's expense, a second opinion. If the second opinion differs from the first, the General Manager may require a third opinion from a mutually agreed on health care provider.

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to obtain, at the District's expense, a second opinion. If the second opinion differs from the first, the General Manager or his/her designee may require a third opinion from a mutually agreed or upon health care provider.

3. Leave for childbirth or adoption can be taken intermittently (e.g. two (2) days a week or one (1) week per month). FMLACFRA may be taken intermittently if required by a medical certification. Leave for a serious illness, including a pregnancy-related illness, may be taken intermittently when medically necessary or if the employee is unable to perform his/her job intermittently. ~~this need must be included in the medical certification due to a medical condition. When leave is needed for planned medical treatment, the employee must make a reasonable effort to schedule treatment so as not to unduly disrupt the District's operations.~~
4. Employees on unpaid leave must make regular and timely payments for their share of insurance premiums. If the employee does not continue these payments, the District may discontinue coverage during the leave, as permitted by law.
5. The District may require an employee on FMLACFRA leave to report periodically on his/her status and intent to return to work.

3090.5 Designation of FMLACFRA Leave

1. Human Resources will complete and provide employees with a Notice of Eligibility within 5 business days of receipt of notice of the need for leave. Human Resources will request a medical certification or other supporting documentation as necessary.
2. Human Resources will complete and provide the employee with a written response to the employee's request for FMLACFRA leave using the FMLACFRA Designation Notice within 5 business days of receipt of the requested medical certification or other supporting documentation.

3090.6 Definitions

1. Serious health condition: an illness, injury, impairment, or physical or mental condition that involves inpatient care or continuing treatment by a health care provider. This can include conditions with short-term, chronic, long-term, or permanent periods of incapacity.
2. Child: a biological, adopted, or foster child, a stepchild, a legal ward, the child of a domestic partner, or a child of a person standing *in loco parentis*, who is either under the age of 18, or age 18 or older and "incapable of self-care because of a mental or physical disability" at the time that FMLA leave is to commence.
3. Parent: a biological, adoptive, step or foster father or motherparent, a legal guardian or any individual who stood *in loco parentis* to the employee when the employee was a child. This term does not include parents "in law."
4. Qualifying exigency: includes short-notice deployment, military events and activities, financial and legal arrangements, counseling, rest and recuperation, post-deployment activities, and additional duties that arise out of active duty, provided that the employer and employee agree, including agreement on timing and duration of the leave events related to the covered active duty or call to covered active duty of an employee's spouse, domestic partner, child, or parent in the Armed Forces of the United States, as specified by Section 3302.2 of the Unemployment Insurance Code.

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~~Covered active duty: duty during deployment of the member with the Armed Forces to a foreign country. For a member of the Reserve components of the Armed Forces, means duty during the deployment of the member with the Armed Forces to a foreign country under a federal call or order to active duty in support of a contingency operation, in accordance with 296 CR 826.102.~~

~~Covered service member: a current member of the Armed Forces, including a member of the National Guard or Reserves, who is receiving medical treatment, recuperation, or therapy, or is in outpatient status or on the temporary disability retired list for a serious injury or illness.~~

3. ~~3090.7~~ **Leave Interactions.** ~~In most cases, FMLA and CFRA (California Family Rights Act) Leave run concurrently. Should the District offer FMLA leave at a future date, FMLA leave will in many instances run concurrently with CFRA leave.~~

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**POLICY TITLE: PREGNANCY DISABILITY LEAVE**  
**POLICY NUMBER: 3095**

3095.1 Under the California Fair Employment and Housing Act (FEHA), if an employee is disabled by pregnancy, childbirth, or related medical conditions, ~~she-the employee~~ is eligible to take a Pregnancy Disability Leave (PDL). ~~If she-the employee~~ is affected by pregnancy or a related medical condition, ~~she-is also eligible~~ may be an option to transfer to a less strenuous or hazardous ~~condition-position~~ or to less strenuous or hazardous duties, if this transfer is medically advisable.

3095.2 **Length.** The PDL is for any period(s) of actual disability caused by an employee's pregnancy, childbirth, or related medical condition up to ~~four (4) months (or eighty-eight (88) workdays for a full-time employee)~~ per pregnancy. For the purpose of this policy, 4 months means the number of days the employee would normally work within four calendar months (one-third of a year equaling 17 1/3 weeks), if the leave is taken continuously, following the date the pregnancy leave commences.

1. The PDL does not need to be taken in one continuous period of time but can be taken on an as-needed basis.
2. Time-off for prenatal care, severe morning sickness, doctor-ordered bed rest, childbirth, and recovery from childbirth are all covered by ~~your~~ a PDL.

3095.3 **Reasonable Accommodation.** The District provides reasonable accommodations, to the extent required by law, for conditions related to pregnancy, childbirth, or related medical conditions. In addition, a transfer to a less strenuous or hazardous position or duties may be available pursuant to an employee's request, if such a transfer is medically advisable. Employees requesting leave or reasonable accommodation should promptly notify Human Resources.

3095.4 **Compensation.** Generally, the District is required to treat pregnancy disability the same as ~~we treat~~ other disabilities of similarly situated employees. The PDL will be unpaid.

1. Accrued paid sick leave must be used concurrently with leave taken under this policy. At the employee's option, she can An employee may choose to use any accrued vacation as part of ~~her~~ pregnancy disability leave before taking the remainder of ~~her~~ leave as an unpaid leave. The employee may also be eligible for State Disability Insurance for the unpaid portion of ~~her~~ leave.
2. Taking a PDL may impact certain of the employee's benefits or ~~her~~ seniority date. If an employee wants more information regarding ~~her~~ eligibility for a leave, the impact of the leave on ~~her~~ seniority and benefits, and the District's policies-our policy for other disabilities, ~~she-the employee~~ should contact Human Resources~~her supervisor~~.
3. An employee returning from an approved PDL of ~~four~~ months or less will be reinstated to ~~her-the~~ same position or to a comparable position under circumstances allowed by law. The only exception is if the employee's position is eliminated.

3095.5 **Benefits.** The District will maintain health coverage during leave under this policy on the same terms as if the employees had continued to work. If applicable, the employee must make arrangements to pay ~~her-the~~ employee's share of health plan premiums while on leave.

- iii. Leave for childbirth or adoption can be taken intermittently (e.g. two (2) days a week or one (1) week per month). Leave for a serious illness, including a pregnancy-related illness, may be taken intermittently when medically necessary or if the employee is unable to perform his/ her job intermittently, this need must be included in the medical certification.

## 26. PREGNANCY DISABILITY LEAVE OF ABSENCE

- A. Under the California Fair Employment and Housing Act (FEHA), if an employee is disabled by pregnancy, childbirth, or related medical conditions, she is eligible to take a Pregnancy Disability Leave (PDL). If she is affected by pregnancy or a related medical condition, she is also eligible to transfer to a less strenuous or hazardous condition or to less strenuous or hazardous duties, if this transfer is medically advisable.
- B. **Length.** The PDL is for any period(s) of actual disability caused by an employee's pregnancy, childbirth, or related medical condition up to four (4) months (or eighty-eight (88) workdays for a full-time employee) per pregnancy.
  - i. The PDL does not need to be taken in one continuous period of time, but can be taken on an as-needed basis.
  - ii. Time-off for prenatal care, severe morning sickness, doctor-ordered bed rest, childbirth, and recovery from childbirth are all covered by your PDL.
- C. **Compensation.** Generally, the District is required to treat pregnancy disability the same as we treat other disabilities of similarly situated employees. The PDL will be unpaid.
  - i. At the employee's option, she can use any accrued vacation as part of her pregnancy disability leave before taking the remainder of her leave as an unpaid leave. The employee may also be eligible for State Disability Insurance for the unpaid portion of her leave.
  - ii. Taking a PDL may impact certain of the employee's benefits or her seniority date. If the employee wants more information regarding her eligibility for a leave, the impact of the leave on her senior and benefits, and our policy for other disabilities, she should contact her supervisor.
  - iii. An employee returning from an approved PDL of four months or less will be reinstated to her same position or to a comparable position under circumstances allowed by law. The only exception is if the employee's position is eliminated.
- D. **Requirements.** The employee may be required to obtain a certification from her health provider of her pregnancy disability or the medical advisability for a transfer. The certification should include:



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## Original Policy

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3095.6 **Requirements.** The employee may be required to obtain a certification from ~~her~~ a health care provider ~~of her pregnancy disability that the employee is disabled due to a pregnancy-related condition~~, or the medical advisability for a transfer. The certification should include:

1. The date on which ~~the employees~~ she became disabled due to pregnancy or the date of the medical advisability for the transfer.
2. The probable duration for the period(s) of disability or the period(s) for the advisability of the transfer.
3. A statement that, due to the disability, ~~they are~~ the employee is unable to work at all or to perform any one or more of the essential functions of their position without undue risk to ~~herself~~ herself, the successful completion of ~~her~~ the pregnancy, ~~or to other persons~~ or a statement that, due to the pregnancy, the transfer is medically advisable.

- i. The date on which she became disabled due to pregnancy or the date of the medical advisability for the transfer.
- ii. The probable duration for the period(s) of disability or the period(s) for the advisability of the transfer.
- iii. A statement that, due to the disability, she is unable to work at all or to perform any one or more of the essential functions of her position without undue risk to herself, the successful completion of her pregnancy, or to other persons or a statement that, due to her pregnancy, the transfer is medically advisable.

### 27. BEREAVEMENT LEAVE

- A. Two (2) days off with pay for death of employee's/ spouse's parents. Four (4) days off with pay for death of employee's spouse or children.

### 28. PERSONAL LEAVE OF ABSENCE

- A. Employees may be granted leaves of absence without pay for valid and compelling personal reasons for period of up to thirty (30) days. Two (2) weeks prior notice is generally required. A written request is to be submitted to his/ her supervisor with as much advance notice as possible. Management will consider the following factors to determine if a leave is warranted:
  - i. Reason for leave of absence.
  - ii. Length of Service.
  - iii. Performance and work records and the District's legitimate business needs.
- B. **Return.** The ability to return from a personal leave of absence will be based upon the availability of an appropriate position.

### 29. JURY DUTY

- A. **Application.** This policy shall apply to probationary and regular employees in all classifications.
- B. **Notice.** An employee summoned for jury duty will immediately notify his/her immediate supervisor.

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**POLICY TITLE: LACTATION ACCOMMODATION**  
**POLICY NUMBER: 3096**

3096.1 The District recognizes the need to promote a work environment that is supportive of breastfeeding employees who wish to continue nursing their infant children when they return to work. This policy establishes guidelines for promoting a breastfeeding friendly work environment and supporting lactating employees.

3096.2 The District will provide an environment that will enable employees to express milk in a private, appropriate space. Such space will meet the requirements of the California Labor Code including a surface to place a breast pump and personal items, a place to sit, and access to electricity. Lactating employees will also be provided access to a sink with running water, and access to a refrigerator for storing breast milk. Multi-purpose rooms may be used as lactation space if they satisfy the requirements for space; however, the use of the room for lactation takes priority over other uses. Restrooms are prohibited from being utilized for lactation purposes.

3096.3 An employee may request an accommodation for reasonable lactation breaks by informing Human Resources and the employee's supervisor. The supervisor and the employee will discuss an appropriate break schedule for lactation. The lactation break time will, if possible, run concurrently with the employee's regular paid break time already provided. Any time in excess of a normal lunch or paid break time will not be paid. The District will respond, in writing, if lactation space or additional break time, as described in this policy, cannot be provided.

3096.4 Harassment of and/or discrimination against lactating employees is prohibited. It is also prohibited to retaliate against lactating employees who request time to express breast milk at work. Any harassment of and/or discrimination against a lactating employee should be immediately reported to Human Resources. Any incident of discrimination or harassment of a lactating employee will be addressed in accordance with Policy 2015 and in accordance with state law.

3096.5 Employees have the right to file a complaint with the Labor Commissioner for any violation of rights provided under Chapter 3.8 of the California Labor Code regarding lactation accommodations.

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**POLICY TITLE: LEAVE FOR CRIME VICTIMS AND FAMILY MEMBERS**

**POLICY NUMBER: 3111**

3111.1 Pursuant to Labor Code section 230.2, an employee who is a victim of a crime, a member of a crime victim's immediate family (spouse, child, stepchild, sibling, stepsibling, parent, or stepparent), a registered domestic partner of the crime victim, or the child of a registered domestic partner of a crime victim shall be eligible for leave from work in order to attend judicial proceedings related to that crime.

3111.2 "Victim" means a person against whom one of the following crimes has been committed:  
a. A violent felony, as defined in subdivision (c) of Section 667.5 of the Penal Code;  
b. A serious felony, as defined in subdivision (c) of Section 1192.7 of the Penal Code; or  
c. A felony provision of law proscribing theft or embezzlement.

3111.3 In order to be eligible for leave, the employee must provide a copy of the official notice provided to the victim of each scheduled proceeding to Human Resources. When advance notice is not feasible or an unscheduled absence occurs, the employee must, within a reasonable time after the absence, provide the District with documentation evidencing the judicial proceeding from any of the following entities:  
a. The court or government agency setting the hearing.  
b. The district attorney or prosecuting attorney's office.  
c. The victim/witness office that is advocating on behalf of the victim.

3111.4 An employee absent from work to attend a scheduled proceeding may elect to use accrued vacation leave, sick leave, other accrued paid time off, or unpaid leave time.

3111.5 If the court proceeding is completed before the end of the employee's regularly scheduled shift, the employee must report to work if requested by the supervisor.

3111.6 The District shall keep confidential any records regarding an employee's absence from work pursuant to this policy.

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**POLICY TITLE: EMERGENCY RESPONSE GUIDELINE FOR HOSTILE OR VIOLENT INCIDENTS**  
**POLICY NUMBER: 5010**

5010.1 **Purpose of the Policy.** To provide direction for the District Board of Directors and staff regarding responses to hostile or violent incidents, including possible armed intruders or related threats on District facilities or properties.

5010.2 **Background.** The potential for hostile or violent incidents ~~on in~~ District facilities or operational locations always exists. ~~In recent time frames, Recent~~ incidents involving armed intruders have ~~occurred in~~ ~~increasing/increased in~~ frequency, involving injuries and deaths at government institutions, offices, and educational facilities. Often, an intruder is a person who is an ex-employee, customer, or person known to the agency ~~involved~~. The person often is upset at an event or ~~a~~ person who works at the facility. However, armed intruders can be any ~~person with or without a prior relationship with the District or its officers and employees, variety of persons who have an anger situation affecting one or more staff members or other related persons to the District. Often,~~ incidents involving armed intruders escalate to include multiple persons and potentially ~~taking of/ake~~ hostages, including District customers.

~~5010.3~~ Threats of these types and risks are to be considered extreme emergencies and the safety and ~~well being/well-being~~ of employees and/or customers is the highest priority.

5010.4 ~~3~~ **Response to an Incident.** Any evidence of ~~the~~ exposure to a hostile or violent person or situation ~~on~~ in District facilities or operating areas should be taken seriously ~~for safety purposes~~. Any ~~District~~ Director or ~~staff~~ employee observing or sensing that a violent or hostile situation is occurring ~~or threatened~~ should consider taking precautionary and safety actions. Any event resulting in awareness of a possible violent act, including ~~possible~~ gunfire, explosion, fighting, or scuffling, could indicate an incident of violent potential. Any ~~staff person/employee~~ observing such potential activities should take steps to protect themselves and others on the District premises, including but not limited to:

1. **Communication.** Attempt to communicate the situation to everyone in the facility ~~by means of using~~ telephone, paging, email, and/or radio system including basic information that a potential incident is occurring. If a perpetrator(s) is seen or known, information on the person(s) should be provided.
2. **Types.** Since different types and levels of workplace violence may require various responses, establishing basic information on the type of event is essential. Examples are:
  - a. **Gunfire.** Awareness of gunfire in the facility should result in evacuation to the extent ~~that is~~ possible. If not possible, securing of rooms or offices and ~~notification of/informing~~ others by phone or email is encouraged. Calling emergency resources via 911 is imperative once ~~it is~~ safe to call. Remain in the most secure location possible until contacted by public safety personnel or a facility supervisor, etc.
  - b. **Explosion.** An explosion could occur naturally or ~~by with~~ violent intention. Awareness of an explosion or fire in the facility should result in immediate evacuation ~~in accordance with established procedures for fire following established fire safety procedures. A predetermined evacuation rally point is important, because it is easy to identify who is out of the facility. Response to a planned location is essential, so safety personnel can determine who is out of the facility.~~
  - c. **Physical Threat/Bomb Threat.** Awareness of a telephone or ~~in person/in-person~~ threat to ~~the~~ facility or staff should be met with action to evacuate and clear staff from the threatened area. Calling 911 as soon as ~~it is safe to do so possible~~ is imperative.

- G. **Mutual Aid.** The California Master Mutual Aid Agreement (Government Code §8561, §8615, and §8617) allows for the implementation of mutual aid during threatened, actual, or declared emergencies. The General Manager, in accordance with the Emergency Plan, may request mutual aid assistance from other local government and public agencies, or commit District resources to other agencies requesting aid. The General Manager may sign appropriate documents to effectuate mutual aid and other emergency response agreements.
- H. **Continuity of Management.** The District’s emergency plan will list at least two (2) successors to critical staff identified in the plan, including the General Manager. In the event the primary person is unable to respond to an emergency, each successor, in order, may assume all the duties and powers of the primary staff.
- I. **Status Reports.** In June of each year, the General Manager will provide annual reports to the Board of Directors on the progress of the Emergency Preparedness Program. Additional reports will be given to the Board on the effectiveness of the plan and District response within sixty (60) days of the occurrence of a declared District Emergency.

**2. EMERGENCY RESPONSE GUIDELINE FOR HOSTILE OR VIOLENT INCIDENTS**

- A. **Purpose of the Policy.** To provide direction for the District Board of Directors and staff regarding responses to hostile or violent incidents, including possible armed intruders or related threats on District facilities or properties.
- B. **Background.** The potential for hostile or violent incidents on District facilities or operational locations always exists. In recent time frames, incidents involving armed intruders have occurred in increasing frequency involving injuries and deaths at government institutions, offices and educational facilities. Often, an intruder is a person who is an ex-employee, customer or person known to the agency involved. The person often is upset at an event or person who works at the facility. However, armed intruders can be any variety of persons who have an anger situation affecting one or more staff members or other related persons to the District. Often, incidents involving armed intruders escalate to include multiple persons and potentially taking of hostages, including District customers. Threats of these types and risks are to be considered extreme emergencies and the safety and well being of employees and/or customers is the highest priority.
- C. **Response to an Incident.** Any evidence of the exposure to a hostile or violent person or situation on District facilities or operating areas should be taken seriously for safety purposes. Any Director or staff employee observing or sensing that a violent or hostile situation is occurring should consider taking precautionary and safety actions. Any event resulting in awareness of a possible violent act including possible gunfire, explosion, fighting, or scuffling could indicate an incident of violent potential. Any staff person observing such potential activities should take steps to protect themselves and others on the District premises including but not limited to:

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- d. ~~Situations involving hostages~~**Hostage Situations.** If a possible hostage incident is known, evacuation of the facility is paramount to the safety of persons in the area. Contact 911 ~~as soon as it is safe to do so, immediately.~~
- e. ~~Irate Customer/Threat at Counter or Meeting.~~ **When anyone threatens an employee or customer at a District facility** in cases where any person acts to threaten a staff person or customer at a District facility in a manner causing fear for safety, take action to summon public safety personnel by calling 911 should be taken. In no way should steps be taken to ~~challenge physically confront~~ or subdue such a person except in defense of life ~~for self or immediate others at the facility.~~
- f. ~~Volatile Situation.~~ **In the event that** if a volatile situation occurs at a Board of Directors or other public meeting, the person chairing/hosting the meeting should take steps to control the situation or adjourn the meeting to abate the confrontation, if possible. In ~~event of~~ a threatening or hostile situation, call 911 immediately and proceed with evacuation or other appropriate actions.

5010.54 ~~Planning for Emergency Incidents.~~ All employees and members of the Board of Directors shall receive training on response to violent or hostile incidents. In the event of a potential incident, notify a supervisor or the General Manager as quickly as possible, or call 911 when an active incident is occurring. If an assessment of a possible threat is needed, the General Manager or ranking staff person shall be notified for considering the validity of the threat or safety risk. Public safety ~~agency agencies~~ shall be contacted by 911 whenever a perceived threat is considered valid.

5010.65 ~~Planning for Emergency Incidents.~~ Steps should be taken to plan response capabilities for emergencies in addition to fires, earthquakes, etc. that may involve hostile situations. These include but are not limited to:

1. ~~Evacuation Plan.~~ **A facility evacuation plan should be prepared** Preparation of a facility evacuation plan for each room. Post the plan at each doorway and hallway exit. Have a safe area zone for staging, ~~established.~~
2. ~~Lock down procedures.~~ **Lock down P**rocedures to secure the facility in a hostile or violent incident for both exterior and interior doors.
3. ~~Emergency Code.~~ **Develop** an emergency notice code for intercom, email, and radio to facility and District staff. Use of a Code "Red" is recommended.
4. ~~Radio Alert Code.~~ **Develop** a radio communication alert code "Red" to notify other District staff so they will not return to the facility during the incident until cleared to do so by public safety personnel.
5. ~~Training.~~ **Training** of all personnel in dealing with customers, ~~employees~~ employees, and other persons in aggravated situations and how to identify and assess potential threats or volatile situations. All employees assigned or expected to serve at the front desk or counter shall receive such training regularly.

5010.76 ~~Actions for Violent or Armed Threat Situation.~~ The existence or potential for an event involving a violent person or armed intruder at a District facility should be considered an emergency condition. Actions could include ~~up to and all of some or all of the following:~~

1. ~~Received Threat.~~ **Notify** your supervisor or General Manager and other staff immediately if a threat is received but not actively in progress. If validated, contact public safety by calling 911 immediately.
2. ~~Evaluation.~~ **The** General Manager or ranking staff member shall evaluate the situation and consider appropriate actions, including shutting down operations, ~~and~~ evacuation, and/or locking down the facility until public safety response abates the threat.

- i. **Communication.** Attempt to communicate the situation to everyone in the facility by means of telephone, paging, email and/or radio system including basic information that a potential incident is occurring. If a perpetrator(s) is seen or known, information on the person(s) should be provided.
  - ii. **Types.** Since different types and levels of workplace violence may require various responses, establishing basic information on the type of event is essential. Examples are:
    - a. **Gunfire.** Awareness of gunfire in the facility should result in evacuation to the extent that is possible. If not possible, securing of rooms or offices and notification of others by phone or email is encouraged. Calling emergency resources via 911 is imperative once safe to call. Remain in the most secure location possible until contacted by public safety personnel or a facility supervisor, etc.
    - b. **Explosion.** An explosion could occur naturally or by violent intention. Awareness of an explosion or fire in the facility should result in immediate evacuation in accordance with established procedures for fire. A predetermined evacuation rally point is important, because it is easy to identify who is out of the facility.
    - c. **Physical Threat/ Bomb Threat.** Awareness of a telephone or in person threat to facility or staff should be met with action to evacuate and clear staff from the threatened area. Calling 911 as soon as possible is imperative.
    - d. **Hostage Situations.** If a possible hostage incident is known, evacuation of the facility is paramount to safety of persons in the area. Contact 911 immediately.
    - e. **Irate Customer/ Threat at Counter or Meeting.** In cases where any person acts to threaten a staff person or customer at a District facility in a manner causing fear for safety, action to summon public safety personnel by 911 should be taken. In no way should steps be taken to challenge or subdue such a person except in defense of life for self or immediate others at the facility.
    - f. **Volatile Situation.** In the event that a volatile situation occurs at a Board of Directors or other public meeting, the person chairing/hosting the meeting should take steps to control the situation or adjourn the meeting to abate the confrontation, if possible. In event of a threatening or hostile situation, call 911 immediately and proceed with evacuation or other appropriate actions.
- D. **Planning for Emergency Incidents.** All employees and members of the Board of Directors shall receive training on response to violent or hostile incidents. In the event of a potential incident, notify a supervisor or the General Manager as quickly as

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3. ~~Emergency Code Procedure.~~ Initiate notification of other facility staff of active threat by emergency code procedure. Evacuate the facility ~~wherever-if~~ possible. Secure money or computer equipment if time allows.
4. ~~Alarm Activation.~~ Activate an alarm for notifying other staff or an alarm company if ~~one engaged by the District~~ the District engages one. A call ~~contact-contract~~ would be included in ~~the~~ procedure to ~~double-check~~ double-check for safety at the facility.
5. ~~Intruder Sighting.~~ Upon sighting an armed intruder, an alert to all employees should be made by page, email, or radio.
6. ~~Secure Work Area.~~ Secure your work area or evacuate if safely possible. If ~~not able to you cannot~~ evacuate, find a safe hiding place, and stay put until ~~contacted by-~~ public safety personnel ~~contact you.-~~
7. ~~Staging Area.~~ Once outdoors, ~~and~~ after an evacuation, proceed to ~~the planned-designated~~ staging area to report in for identification. Inform public safety personnel of any information on the incident.
8. ~~Await Instructions.~~ Attempt to remain calm and assist others; wait for instructions from public safety or supervisory personnel.
9. ~~Non-Confrontation.~~ Do not attempt to look around to see what is happening. Evacuate whenever possible and with others in ~~the areas~~ you see directly. Do not confront or attempt to apprehend a violent perpetrator unless ~~you are~~ directly attacked for self-defense. Do not assume someone already called 911, call them immediately.

5010.87 **Post Event Actions.** Following the clear announcement of ~~the~~ ending of a violent or hostile person situation, contact public safety or supervisory personnel for instructions. Report any knowledge or ~~first-hand~~ first-hand observations ~~or other knowledge~~ of the incident. Contact your family and immediate friends so they will not take any actions to respond unnecessarily. Await direction as to return to work or other steps dependent on ~~the~~ level of the incident. If not able to do so, consult with your supervisor or notify the ranking person on-site.

5010.98 An Emergency Response Coordinator shall evaluate and debrief any major incident and ~~to~~ take needed steps to abate the conditions after the event and prepare as necessary for continued operations. Planning and actions to address conditions are expected and your input is important via your supervisor. There may be the potential to ~~lock-down~~ lock down or close the facility from operating for some time ~~for~~ corrective steps. If deemed needed, seek direction on what actions you should take to assist in procedure.

5010.10 For more information about the District's emergency procedures, refer to the District's Emergency Response Plan, or ERP.

possible, or call 911 when an active incident is occurring. If assessment of a possible threat is needed, the General Manager or ranking staff person shall be notified for considering validity of the threat or safety risk. Public safety agency shall be contacted by 911 whenever a perceived threat is considered valid.

Steps should be taken to plan response capabilities for emergencies in addition to fires, earthquakes, etc. that may involve hostile situations. These include but are not limited to:

- i. **Evacuation Plan.** A facility evacuation plan should be prepared for each room. Post the plan at each doorway and hallway exit. Have a safe area zone for staging established.
- ii. **Lock down procedures.** Lock down procedures to secure the facility in a hostile or violent incident for both exterior and interior doors.
- iii. **Emergency Code.** Develop an emergency notice code for intercom, email and radio to facility and District staff. Use of a Code "Red" is recommended.
- iv. **Radio Alert Code.** Develop a radio communication alert code "Red" to notify other District staff so they will not return to the facility during the incident until cleared to do so by public safety personnel.
- v. **Training.** Training of all personnel in dealing with customers, employees and other persons in aggravated situations and how to identify and assess potential threats or volatile situations. All employees assigned or expected to serve at the front desk or counter shall receive such training regularly.

E. **Actions for Violent or Armed Threat Situation.** The existence or potential for an event involving a violent person or armed intruder at a District facility should be considered an emergency condition. Actions could include up to and all of:

- i. **Received Threat.** Notify your supervisor or General Manager and other staff immediately if a threat is received but not actively in process. If validated, contact public safety by calling 911 immediately.
- ii. **Evaluation.** The General Manager or ranking staff member shall evaluate the situation and consider appropriate actions including shutting down operations and evacuation and/or locking down the facility until public safety response abates the threat.
- iii. **Emergency Code Procedure.** Initiate notification of other facility staff of active threat by emergency code procedure. Evacuate the facility wherever possible. Secure money or computer equipment if time allows.

- iv. **Alarm Activation.** Activate an alarm for notifying other staff or an alarm company if one engaged by the District. A call contact would be included in procedure to double check for safety at the facility.
- v. **Intruder Sighting.** Upon sighting an armed intruder, an alert to all employees should be made by page, email or radio.
- vi. **Secure Work Area.** Secure your work area or evacuate if safely possible. If not able to evacuate, find a safe hiding place and stay put until contacted by public safety personnel.
- vii. **Staging Area.** Once outdoors after an evacuation, proceed to planned staging area to report in for identification. Inform public safety personnel of any information on the incident.
- viii. **Await Instructions.** Attempt to remain calm and assist others; wait for instructions from public safety or supervisory personnel.
- ix. **Non-Confrontation.** Do not attempt to look around to see what is happening. Evacuate whenever possible and with others in areas you see directly. Do not confront or attempt to apprehend a violent perpetrator unless directly attacked for self-defense. Do not assume someone already called 911, call them immediately.

- F. **Post Event Actions.** Following the clear announcement of ending of a violent or hostile person situation, contact public safety or supervisory personnel for instructions. Report any knowledge or first hand observations of the incident. Contact your family and immediate friends so they will not take any actions to respond unnecessarily. Await direction as to return to work or other steps dependent on level of the incident. If not able to do so, consult with your supervisor or notify the ranking person on-site.

An Emergency Response Coordinator shall evaluate and debrief any major incident and to take needed steps to abate the conditions after the event and prepare as necessary for continued operations. Planning and actions to address conditions are expected and your input is important via your supervisor. There may be the potential to lock-down or close the facility from operating for some time or corrective steps. If deemed needed, seek direction on what actions you should take to assist in procedure.

**3. COMPUTER AND BUSINESS CONTINUITY SECURITY**

- A. **Purpose.** The District seeks to ensure that detailed or sensitive information regarding its water and power system facilities and operations not be released to parties who might use it for malicious purposes. This security plan is designed to address computer security procedures for District personnel who are issued desktop or laptop computers and who may handle sensitive or important information to the operation of the agency.



BEAUMONT-CHERRY VALLEY WATER DISTRICT

OPERATIONS

**POLICY TITLE: BUDGET PREPARATION**  
**POLICY NUMBER: 5030**

SAN BERNARDINO  
303 West Third St., Room 219  
San Bernardino, CA 92401  
(909) 383-4257

5030.1 **Annual Budget.** An annual budget proposal shall be prepared by the Director of Finance & Administration or Designee, with final approval by the General Manager.

5030.2 **Finance Committee Input.** ~~Prior to review by the Board of Directors, the Board's standing Finance Committee shall meet with the General Manager and review his/her annual budget proposal. Before the Board of Directors' review, the Board's Finance & Audit Committee shall meet with the General Manager and Director of Finance & Administration or Designee to review the annual budget proposal.~~

5030.3 The proposed annual budget, as reviewed by the Finance & Audit Committee, shall be reviewed by the Board at a regular or special meeting in December or earlier of each year.

~~5030.43 **Board Review and Approval.** The proposed annual budget, as amended by the Board during its review, shall be adopted at a regular meeting or special meeting in December or earlier reviewed and amended by the Finance Committee shall be presented to the Board for approval prior to the start of the fiscal year.~~

**6. BUDGET PREPARATION**

- A. **Annual Budget.** An annual budget proposal shall be prepared by the General Manager.
- B. **Finance Committee Input.** Prior to review by the Board of Directors, the Board's standing Finance Committee shall meet with the General Manager and review his/her annual budget proposal.
- C. **Board Review and Approval.** The proposed annual budget as reviewed and amended by the Finance Committee shall be presented to the Board for approval prior to the start of the fiscal year.

**7. FIXED-ASSET ACCOUNTING CONTROL**

- A. **Goal.** The purpose of this policy is to ensure proper accounting control resulting in the maintaining of accurate financial reports of fixed assets.
- B. **Policy.** An accounting, or inventory, of all fixed assets shall be conducted on an annual basis. After the conclusion of said inventory, the General Manager, or other responsible managing employee, shall certify its completeness and report the results thereof to the Board of Directors at its next regular monthly meeting.
- C. **Application.** Applicable purchases for inclusion in said accounting shall be the following:
  - i. Equipment, tools, and vehicles that individually have an original total cost of more than three-hundred dollars (\$300);
  - ii. All land and building acquisitions regardless of price; and,
  - iii. Additions or major improvements to the District's service infrastructure.
- D. **Identification.** When any item defined above is received, a tag with a unique identification number shall be affixed to said item, and the number recorded in the permanent inventory records prior to being put into use.
- E. **Inventory Records.** Permanent inventory records shall be maintained in either a paper file or electronic (computer data base) format. Said records shall be updated whenever a change in the status of a particular fixed asset occurs (e.g., original purchase, sale, destruction, loss, theft, etc.).

**Policy Approval Tracking  
BCVWD Policy Manual Project**

Policy Number	New Policy Number	Section	Policy Name	Drafted by BCVWD Staff	Responsible Staff	Approved by Legal Counsel	Presented to Personnel Committee	Provisionally Approved by Personnel Committee	Presented to Board of Directors	Approved by Board of Directors	Adoption Date	Resolution Number
1	1000	General	Definitions	Yes	Human Resources	2/16/2021	2/22/2021	2/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
			Definitions	Additional Edits	Human Resources	6/28/2021	7/19/2021	7/20/2021	10/13/2021	10/13/2021	10/13/2021	21-018
2	1005	General	Contractual Provisions	Yes	Human Resources	2/16/2021	2/22/2021	2/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
N/A	1010	General	Policy Manual	Yes	Human Resources	2/16/2021	2/22/2021	2/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
			Policy Manual	Additional Edits	Human Resources	Separate Report	N/A	N/A-directed to Board	3/9/2022	3/9/2022	3/9/2022	22-006
3	2000	Administration	Equal Opportunity	Yes	Human Resources	3/15/2021	3/22/2021	3/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
4	2005	Administration	Affirmative Action	Yes	Human Resources	Recommend to Remove	3/22/2021	3/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
5	2010	Administration	Access to Personnel Records	Yes	Human Resources	3/15/2021	3/22/2021	3/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
6	2015	Administration	Harassment	Yes	Human Resources	3/15/2021	3/22/2021	3/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
7	2020	Administration	Sexual Harassment	Yes	Human Resources	3/15/2021	3/22/2021	3/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
N/A	2025	Administration	Whistleblower Protection	Yes	Human Resources	3/15/2021	3/22/2021	3/22/2021	4/14/2021	4/14/2021	4/14/2021	21-006
8	3000	Personnel	Employee Status	Yes	Human Resources	4/12/2021	7/19/2021	7/20/2021	10/13/2021	10/13/2021	10/13/2021	21-018
			Employee Information and									
N/A	3001	Personnel	Emergency Data	Yes	Human Resources	4/12/2021	6/21/2021	6/21/2021	10/13/2021	10/13/2021	10/13/2021	21-018
N/A	3002	Personnel	Employee Groups	Yes	Human Resources	4/12/2021	5/17/2021	5/17/2021	10/13/2021	10/13/2021	10/13/2021	21-018
N/A	3003	Personnel	Employment Agreements	Yes	Human Resources	5/10/2022	5/17/2022	Tabled				
9	3005	Personnel	Compensation	Yes	Human Resources	7/13/2021	7/19/2021	7/20/2021	10/13/2021	10/13/2021	10/13/2021	21-018
			Prevailing Wage-Public Works									
N/A	3006	Personnel	Contractor-Employee Relations	Yes	Human Resources	7/13/2021	9/20/2021	9/20/2021	10/13/2021	10/13/2021	10/13/2021	21-018
10 & 49	3010	Personnel	Employee Performance	Yes	Human Resources	7/13/2021	9/20/2021	9/20/2021	10/13/2021	10/13/2021	10/13/2021	21-018
			Evaluation									
			Performance Evaluation-General									
11	3015	Personnel	Manager	Yes	Human Resources	8/3/2021	9/20/2021	9/20/2021	10/13/2021	10/13/2021	10/13/2021	21-018
12	3020	Personnel	Health and Welfare Benefits	Yes	Human Resources	5/10/2022	5/17/2022	5/17/2022	6/8/2022	6/8/2022	6/8/2022	22-019
13	3025	Personnel	Pay Periods	Yes	Human Resources	10/12/2021	11/15/2021	11/15/2021	5/11/2022	5/11/2022	5/11/2022	22-016
14	3030	Personnel	Gift Acceptance Guidelines	Yes	Human Resources	12/10/2021	4/19/2022	4/19/2022	5/11/2022	5/11/2022	5/11/2022	22-016
15	3035	Personnel	Outside Employment	Yes	Human Resources	10/12/2021	4/19/2022	4/19/2022	5/11/2022	5/11/2022	5/11/2022	22-016
16	3040	Personnel	Letters of Recommendation	Yes	Human Resources							
17	3045	Personnel	Executive Officer	Yes	Human Resources							
			Volunteer Personnel Workers'									
18	3050	Personnel	Compensation Insurance	Yes	Human Resources							
			Work Hours, Overtime, and									
19	3055	Personnel	Standby Program	Yes	Human Resources	6/14/2022	7/19/2022	7/19/2022 with revisions	9/14/2022	9/14/2022	9/14/2022	22-028
20	3060	Personnel	Continuity of Service	Yes	Human Resources							
20 (incorrect numbering)												
21	3065	Personnel	Reduction in Force	Yes	Human Resources							
21	3070	Personnel	Holidays	Yes	Human Resources							
22	3075	Personnel	Vacation	Yes	Human Resources	11/8/2022	1/1/2023	Requested edits				
23	3080	Personnel	Pre-Employment Physical Examination	Yes	Human Resources							
24	3085	Personnel	Sick Leave	Yes	Human Resources	7/14/2022	8/16/2022	8/16/2022 with revisions	9/14/2022	9/14/2022	9/14/2022	22-028
25	3090	Personnel	Family and Medical Leave	Yes	Human Resources	8/31/2022	10/18/2022	Move to Board for discussion, w/ counsel	12/15/2022			
26	3095	Personnel	Pregnancy Disability Leave	Yes	Human Resources	9/1/2022	9/20/2022	9/20/2022	12/15/2022			
N/A	3096	Personnel	Lactation Accommodation	Yes	Human Resources	8/25/2022	9/20/2022	9/20/2022	12/15/2022			
27	3100	Personnel	Bereavement Leave	Yes	Human Resources	5/10/2022	5/17/2022	5/17/2022	6/8/2022	6/8/2022	6/8/2022	22-019
28	3105	Personnel	Personal Leave of Absence	Yes	Human Resources							
29	3110	Personnel	Jury and Witness Duty	Yes	Human Resources							
			Leave for Crime Victims and									
N/A	3111	Personnel	Family Members	Yes	Human Resources	9/29/2022	10/18/2022	10/18/2022	12/15/2022			
				Yes; needs modifications from ACWA JPIA	Human Resources							
30	3115	Personnel	Return to Work Policy									
			Occupational Injury and Illness									
31	3120	Personnel	Prevention Program	Yes	Human Resources							
N/A	3121	Personnel	Infectious Disease Control	Yes	Human Resources							
N/A	3122	Personnel	Workplace Violence	Yes	Human Resources							
N/A	3123	Personnel	Theft	No	Human Resources							
32	3125	Personnel	Uniforms and Protective Clothing	Yes	Human Resources							
33	3130	Personnel	Conferences	Yes	Human Resources							
			Occupational Certification and									
34	3135	Personnel	Education	Yes	Human Resources	6/14/2022	8/16/2022	8/16/2022	9/17/2022	9/17/2022	9/17/2022	22-028
			Succession and Workforce									
N/A	3136	Personnel	Planning	Yes	Human Resources							
35	3140	Personnel	Respiratory Protection Program	Yes	Human Resources							
			Driver Training and Record									
36	3145	Personnel	Review	Yes	Human Resources							
37	3150	Personnel	District Vehicle Usage	Yes	Human Resources							
38	3151	Personnel	Personal Vehicle Usage	Yes	Human Resources							

Priority Legend:  
Yellow Highlight = Highest Priority  
Light Blue Highlight = Lowest Priority

**Policy Approval Tracking  
BCVWD Policy Manual Project**

Policy Number	New Policy Number	Section	Policy Name	Drafted by BCVWD Staff	Responsible Staff	Approved by Legal Counsel	Presented to Personnel Committee	Provisionally Approved by Personnel Committee	Presented to Board of Directors	Approved by Board of Directors	Adoption Date	Resolution Number
39	3160	Personnel	HIPAA Compliance and Security Officer	Yes	Human Resources							
40	3165	Personnel	Tobacco Use	Yes	Human Resources							
41	3170	Personnel	Smoke Free Workplace	Yes	Human Resources							
42	3175	Personnel	Disciplinary Action or Terminations	Yes	Human Resources							
43	3180	Personnel	Nepotism-Employment of Relatives	Yes	Human Resources							
44	3185	Personnel	Confidentiality Regarding Resignations	Yes	Human Resources							
45	3190	Personnel	Internet, E-Mail, and Electronic Communication Ethics, Usage and Security	Yes	Information Technology							
N/A	3191	Personnel	Electronic Signature Policy	No	Information Technology							
46	3195	Personnel	Cellular Telephone Usage	Yes	Information Technology							
47	3200	Personnel	Grievance Procedures	Yes	Human Resources							
48	3205	Personnel	Substance Abuse (In Conformance with Department of Transportation Guidelines)	Yes	Human Resources	12/6/2021	4/19/2022	4/19/2022	5/11/2022	5/11/2022	5/11/2022	22-016
N/A	3206	Personnel	FMCSA Clearinghouse Registration	No	Human Resources	12/6/2021	4/19/2022	4/19/2022	5/11/2022	5/11/2022	5/11/2022	22-016
50	3215	Personnel	Personnel Action Form (PAF)	Yes	Human Resources							
51	3220	Personnel	Recruitment, Selection and Onboarding	Yes	Human Resources							
N/A	3225	Personnel	Employee Leave Donation Program and Policy	Yes	Human Resources	2019	2019	2019	10/9/2019	10/9/2019	10/9/2019	2019-011
N/A	3230	Personnel	Workers' Compensation	Yes	Human Resources							
N/A	3231	Personnel	Accommodations for Disability	No	Human Resources							
N/A	3235	Personnel	Military Leave	Yes	Human Resources							
N/A	3240	Personnel	Dress Code and Personal Standards	Yes	Human Resources							
N/A	3245	Personnel	Non-Solicitation	No	Human Resources							
N/A	3250	Personnel	Telecommuting	No	Human Resources							
N/A	3255	Personnel	Time off for School Activities	No	Human Resources							
N/A	3260	Personnel	Time off to Vote	No	Human Resources							
1	4005	Board of Directors	Basis of Authority	Yes	HR/Administration							
2	4010	Board of Directors	Members of the Board of Directors	Yes	HR/Administration							
3	4015	Board of Directors	Committees of the Board of Directors	Yes	HR/Administration							
4	4020	Board of Directors	Board President	Yes	HR/Administration							
5	4025	Board of Directors	Board Meetings	Yes	HR/Administration	Verbal Review during meeting	N/A	Directed to Full Board	12/8/2021	12/8/2021	12/8/2021	2021-24
6	4030	Board of Directors	Board Meeting Agendas	Yes	HR/Administration							
7	4035	Board of Directors	Board Meeting Conduct	Yes	HR/Administration							
8	4040	Board of Directors	Board Actions and Decisions	Yes	HR/Administration							
9	4045	Board of Directors	Attendance at Meetings	Yes	HR/Administration							
10	4050	Board of Directors	Minutes of Board Meetings	Yes	HR/Administration							
11	4055	Board of Directors	Rules of Order for Board and Committee Meetings	Yes	HR/Administration							
12	4060	Board of Directors	Training, Education and Conferences	Yes	HR/Administration	6/30/2021	N/A	Directed to Full Board	7/14/2021	7/14/2021	7/14/2021	2021-12
13 & 16	4065	Board of Directors	Remuneration, Director Per Diem Fees	Yes	HR/Administration	6/30/2021	N/A	Directed to Full Board	7/14/2021	Revisions Requested on 7/14/2021	7/14/2021	2021-12
14	4070	Board of Directors	Payment of Expenses Incurred on District Business	Yes	HR/Administration							
15	4075	Board of Directors	Expenditure Reimbursement	Yes	HR/Administration							
17	4080	Board of Directors	Membership in Associations	Yes	HR/Administration							
18	4085	Board of Directors	Ethics Training	Yes	HR/Administration							
N/A	4086	Board of Directors	Anti-Harassment Training	No	HR/Administration							
19	4090	Board of Directors	Code of Ethics	Yes	HR/Administration							
20	4095	Board of Directors	Ethics Policy	Yes	HR/Administration							
N/A	4100	Board of Directors	Electronic Communications and Data Devices at Dais	Yes	HR/Administration	6/28/2021	N/A	Directed to Full Board	7/14/2021	7/14/2021	7/14/2021	2021-11
1	5005	Operations	Emergency Preparedness	Yes	Human Resources							
2	5010	Operations	Emergency Response Guideline for Hostile or Violent Incidents	Yes	Human Resources	11/8/2022	11/15/2022	11/15/2022	12/15/2022			
3	5015	Operations	Computer and Business Continuity Security	Yes	Information Technology							
4	5020	Operations	Environmental Health and Safety Compliance Program	Yes	HR/Operations							

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Light Blue Highlight = Lowest Priority

**Policy Approval Tracking  
BCVWD Policy Manual Project**

Policy Number	New Policy Number	Section	Policy Name	Drafted by BCVWD Staff	Responsible Staff	Approved by Legal Counsel	Presented to Personnel Committee	Provisionally Approved by Personnel Committee	Presented to Board of Directors	Approved by Board of Directors	Adoption Date	Resolution Number
5	5025	Operations	Illness and Injury Prevention Program	Yes	HR/Operations							
6	5030	Operations	Budget Preparation	Yes	Finance	11/8/2022	11/15/2022	11/15/2022	12/15/2022			
N/A	5031	Operations	User Fee Cost Recovery	Yes	Finance							
7	5035	Operations	Fixed-Asset Accounting Control	Yes	Finance							
8	5040	Operations	Fixed-Asset Capitalization	Yes	Finance							
9	5045	Operations	Investment of District Funds	Yes	Finance							
N/A	5046	Operations	Other Post-Employment Benefits Funding	Yes	Finance	5/10/2022	N/A	N/A	5/11/2022	5/11/2022	5/11/2022	2022-14
10	5050	Operations	Customer Payment Arrangements	Yes	Finance/Customer Service							
11	5055	Operations	Employment of Consultants and Professional Services	Yes	Finance/HR							
12	5060	Operations	Employment of Outside Contractors	Yes	Finance/Administration							
13	5065	Operations	Easement Abandonment	Yes	Administration							
14	5066	Operations	Easement Acceptance	No	Administration							
15	5070	Operations	Encroachment Permits	Yes	Administration							
16	5075	Operations	Credit Card Usage	Yes	Finance							
17	5080	Operations	Purchasing	Yes	Finance							
N/A	5081	Operations	Contract Review Policy	No	Finance/Administration							
18	5085	Operations	Disposal of Surplus Property or Equipment	Yes	Finance							
19	5090	Operations	Records Retention	Yes	Administration							
N/A	5095	Operations	District Residences and Facility Emergency Policy	Yes	HR/Administration	7/21/2020	6/21/2021	Requested edits, sent to Board for review	Requested Edits 10/13/2021	10/28/2021	10/28/2021	2021-19
N/A	5100	Operations	Press Relations and Social Media	Yes	Administration	1/11/2022	4/19/2022	4/19/2022	5/11/2022	5/11/2022	5/11/2022	2022-016
1	6005	Miscellaneous	Purpose of Board Policies	Yes	Human Resources							
2	6010	Miscellaneous	Adoption, Amendment of Policies	Yes	Human Resources							
3	6015	Miscellaneous	Public Complaints	Yes	Human Resources							
4	6020	Miscellaneous	Claims Against the District	Yes	Human Resources							
5	6025	Miscellaneous	Copying Public Documents	Yes	HR/Administration							
6	6030	Miscellaneous	District Standards for the Furnishing of Materials	Yes	HR/Administration							
7	6035	Miscellaneous	Environmental Review Guidelines	Yes	Engineering							
8	6040	Miscellaneous	Annexation	No	Engineering							
9	6045	Miscellaneous	Construction Requirements	No	Engineering							
N/A	7000	Information Technology	Acceptable Use	Yes	Information Technology							
N/A	7005	Information Technology	Accessibility	Yes	Information Technology							
N/A	7010	Information Technology	Electronic Communications	Yes	Information Technology							
N/A	7015	Information Technology	Passwords	Yes	Information Technology							
N/A	7020	Information Technology	Remote Access/VPN	Yes	Information Technology							
N/A	7025	Information Technology	Datacenter Physical Security	Yes	Information Technology							
N/A	7030	Information Technology	Wireless Communications	Yes	Information Technology							
N/A	7035	Information Technology	Mobile Device Security	Yes	Information Technology							
N/A	7040	Information Technology	Internet Use	Yes	Information Technology							
N/A	7045	Information Technology	Information Systems Backup & Data Retention	Yes	Information Technology							
N/A	7050	Information Technology	Personally Identifiable Information	Yes	Information Technology							
N/A	7055	Information Technology	Drones Use	No	Information Technology							
N/A	7060	Information Technology	Security and Technology Access for Independent Contractors	No	Information Technology							

Priority Legend:  
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Light Blue Highlight = Lowest Priority



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 9

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Declare Barbeque Grills Surplus and Donate to Beaumont-Cherry Valley Recreation and Park District for use in Bogart Park**

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**Staff Recommendation**

Declare eight (8) barbeque grills previously used at the Noble Creek Recharge Facility (NCRF) Phase I site as surplus equipment, waive the requirements of BCVWD Policy and Procedures Manual Part III Section 8 A-ii, and donate the barbecues to the Beaumont-Cherry Valley Recreation and Park District (BCVRPD) for use at Bogart Park.

**Background**

In early 2018, the Beaumont-Cherry Valley Water District (BCVWD) Board of Directors, with the public's safety in mind, instructed District staff to remove the picnic benches, barbecues, and portable restroom from the NCRF Phase I facility to deter loitering by the local high school students and transients in the area. Subsequently, the BCVWD Board of Directors decided to enclose the NCRF Phase I with a chain link fence. The fencing was completed in September, 2020 and the facility is no longer considered a space within the public realm, negating the need to accommodate the public with said barbeque grills. Since their removal, these items have been stored at other District facilities and remain unused.

On November 14, 2018, after lengthy negotiations, the Board of Directors approved the assignment of its Bogart Park property lease to the Beaumont-Cherry Valley Recreation and Park District (BCVRPD). In December 2018, the Riverside County Regional Park and Open Space District (RCRPOSD) assigned the remaining term of its lease of BCVWD property representing portions of Bogart Park along with the County-owned Bogart Park land to BCVRPD. Subsequently, BCVRPD has made many significant improvements to the Park to make it useful and appealing to the public once again.

BCVWD Policies and Procedures Manual Part III, Section 8 – Disposal of Surplus Property or Equipment directs that the Board of Directors shall take action to declare equipment surplus if the value is greater than \$500. Section 8 A-ii specifies that surplus equipment is to be advertised for sale and bids accepted.

**Summary**

At the October 27, 2022 regular meeting, the Board approved an amendment to the Capital Improvement Budget to facilitate conversion of the equipment storage building at the NCRF to an inventory warehouse. Staff has been preparing the building and has identified the barbecue grills currently being stored as unnecessary for District operations and seeks to dispose of them to free up space in the warehouse. BCVRPD has indicated interest in the barbecue grills.



BCVWD does not have a need for the barbecues and could make use of available space that is currently being converted to the inventory warehouse. Furthermore, District staff identifies that the public could benefit from the barbecues grills if they were located in Bogart Park.

The monetary value of the barbecues is unknown, but staff estimates it may be greater than \$500. Staff requests that the Board consider waiving the requirements of District Policy Section 8 A-ii which requires sale of surplus equipment valued greater than \$500, and direct staff instead to donate the barbecues to the Beaumont-Cherry Valley Recreation and Park District for use at Bogart Park.

**Fiscal Impact**

None.

**Attachment**

1. Photos of barbecue grills to be declared surplus
2. BCVWD Policies and Procedures Manual, Part III Section 8

Staff Report prepared by Lorena Lopez, Management Analyst II



# Attachment 1





## Attachment 2

- i. Taxes, shipping and handling may cause the purchase order or contract to exceed the authorized amount. These items do not require a change order, even if they exceed 10% of the original purchase order or contract amount.
- ii. The General Manager may approve change orders to purchase orders or contracts for the procurement of materials, supplies, and equipment, provided:
  - a. The change order is within the scope of the purchase order or contract and the cost of the changed work does not exceed the adopted budget;
  - b. The cumulative total of all change orders is within 10% of the original purchase order or contract amount

### 18. DISPOSAL OF SURPLUS PROPERTY OR EQUIPMENT

- A. Sale of Surplus Equipment.
  - i. For items with a salvage value of greater than \$500, the Board of Directors shall take action to declare equipment surplus.
  - ii. Item is advertised for sale with notation of location/hours/days it can be seen and deadline date for submission of sealed bids. (Advertisement also notes that the District reserves the right to reject any or all bids, equipment sold AS IS.)
  - iii. Sealed bids are opened at the next Regular Board Meeting and action is taken by the Board to accept or reject highest bid.
  - iv. Bidders are notified of Board's action.
  - v. Junked Certificates are obtained for vehicles that are sold to protect the District from liability.
  - vi. Employees and Board of Directors and their immediate families are prohibited from bidding surplus District equipment and assets.
- B. Sale of Real Estate.
  - i. Board takes action to declare property surplus and authorizes District staff to obtain appraisal.
  - ii. Property is offered to public agencies at the appraised price. (State law requires that public agencies have the opportunity to purchase property prior to advertisement to the general public.)
  - iii. If property is not purchased by a public agency, it is advertised in the newspaper with a request that sealed bids be submitted to the District.
  - iv. Board takes action at the next regular Board Meeting to accept or reject highest bid.
  - v. Bidders are notified of the Board's action. 19.



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 10

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dr. Kirene M. Bargas, Director of Finance and Administration  
**SUBJECT:** **Extension of Contract with Wells Fargo for Banking Services for One Year**

---

**Staff Recommendation**

Approve the extension of the contract with Wells Fargo for banking services for the year 2023 (one year).

**Summary**

In 2013, the District conducted a competitive procurement process to select a firm for banking services for the District. The proposals received were presented to the Board, recommending banking with Wells Fargo based on their services, locations, and competitive merchant service prices. The Board approved the recommendation on May 8, 2013, and Acceptance of Service was signed on July 30, 2013. Staff is requesting that the Board approve an additional one (1) year extension through 2023 at this time.

On January 24, 2019, the Board approved and authorized the General Manager to execute a two (2) year contract extension for banking services with Wells Fargo Bank, to cover the term of January 1, 2019 through January 31, 2021, based on the updated Pro Forma report (Price List of Services), which showed discounted rates with continued service. Said contract extension allowed for two (2) additional two-year extensions. The Board approved the first two-year extension on December 14, 2020, covering the period of January 1, 2021 through January 31, 2023.

The California Society of Municipal Finance Officers (CSMFO) recommends new Request for Proposals for banking services to be issued when a total period of services has reached 10 years as a prudent procurement practice, as there are continual changes in technology and treasury management. The attached extension agreement would be the final extension, for a one-year period, to January 31, 2024. This will allow staff to conduct a new competitive procurement process for banking services in 2023. The process will begin early to mid-year to allow for the potential transfer of services and consideration of costs for the next rate study, to be conducted in 2024. The preliminary request was reviewed and approved to move forward to the Board by the Finance and Audit Committee at the December 2, 2022 meeting.

**Fiscal Impact**

The fiscal impact to the District is estimated at \$12,263 in transaction fees, based on the average monthly charge for 2022.



As Wells Fargo issues a credit shown above of \$12,2263 based on the amount of funds that are held with the bank, which offset the monthly charges based on activity, as of October 31, 2022, the District ,has expensed only \$837.03, year-to-date.

Table 1 hereafter sets forth the started transactions fees for 2023, however Staff anticipates actual expenses for 2023 will most likely include credits which will result in lower actual expenses as has described for 2022.

Table 1 – Fiscal Impact based on Pro Forma report

<b>2022 Average Monthly Charge (Jan-Oct)</b>	
<i>Estimated Monthly</i>	\$ 1,021.90
<i>Over 12 Months</i>	\$12,262.80

**Attachments**

- Attachment 1 - Wells Fargo Contract Extension request
- Attachment 2 - Wells Fargo Treasury Management Pricing

Staff Report prepared by Sylvia Molina, Senior Management Analyst



November 21, 2022

Beaumont Cherry Valley Water District  
560 Magnolia Ave.  
Beaumont, CA 92223

Attn: Dr. Kirene M Bargas

Re: Fee Agreement for Deposit and Treasury Management Services (“Agreement”)

Dear Kirene:

Wells Fargo Bank, N.A. (“we”) are pleased to offer Beaumont Cherry Valley Water District (“you”) the pricing for the deposit and treasury management services reflected on the accompanying pricing schedule , attached hereto as Attachment A, for 1 year effective January 31<sup>st</sup>, 2023 – January 31<sup>st</sup>, 2024 (“Commitment Period”) in accordance with terms and conditions provided herein:

- You will maintain your existing depository and treasury management business currently with us in return for a commitment by us to hold constant during the Commitment Period the service fees we charge you, which service fees (hereinafter the “Service Fees”) are further described in the Service Documentation, as defined in Section 1 of the Master Agreement for Treasury Management Services (“Master Agreement”) in place between us. Section 5 of the Master Agreement reads in pertinent part as follows: “**Service fees.** You will pay us the fees described in the Service Documentation and any taxes applicable to each Service, however designated, exclusive of taxes based on our net income.”
- We will charge the Service Fees reflected on Attachment A for the Services described thereon and will not increase such Service Fees for such Services. After the Commitment Period, we may increase the Service Fees for such Services in accordance with terms of the Service Documentation.
- If during the Commitment Period you implement Services not described on Attachment A, the Service Fees for such Services will be agreed prior to the implementation of such Services.
- Service Fees and rate items not described on Attachment A, including the Earnings Allowance Rate and Recoupment Fee, are not subject to this Agreement and are subject

to the terms of the Service Documentation. Notwithstanding any terms to the contrary in the Service Documentation, the earnings credit rate is a variable rate that we may change at any time.

- We may change our pricing methodology, including element IDs for a particular service, so long as the change does not increase the total Service Fees of such Service as described on Attachment A.
- If a Material Relationship Reduction occurs during the Commitment Period, we will be released from our commitment to not increase the Service Fees described on Attachment A during the Commitment Period, and such commitment will be of no further force and effect. The term “Material Relationship Reduction” means the closure by you, at any time during the Commitment Period, of fifty percent or more of the number of deposit accounts which you maintained with us as of January 31<sup>st</sup>, 2023.
- During the Commitment Period, we may increase Service Fees, including such Service Fees described on Attachment A, to reflect the impact of changes in the law, regulation, or fund transfer system rules that increase our cost of providing the Services.
- This Agreement will supersede and replace any previous agreement regarding treasury management pricing or fees between us.

If acceptable, please sign below and return the executed letter to me.

Please feel free to call me with any questions.

Sincerely,



Jamie Varner  
Vice President – Relationship Manager  
951-295-7482

**[Acceptance On Following Page]**

**Acceptance**

The terms and conditions contained in the above proposed Fee Agreement for Deposit and Treasury Management Services are hereby acknowledged, agreed to, accepted and effective this \_\_\_\_ day of \_\_\_\_\_, 2022.

Beaumont Cherry Valley Water District

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

**Attachment A**  
**Wells Fargo Treasury Management Pricing**  
**Beaumont Cherry Valley Water District**

See Attached





# Wells Fargo Treasury Management Pricing

## Beaumont-Cherry Valley Water District

Pricing as of November 2022

WF Code	AFP Code	Service Description	Charge Basis	Price
<b>ACH Fraud Filter</b>				
34333	251050	ACH CEO FRAUD FILTER REVIEW MO BASE	Account	0.00000
34335	251053	ACH CEO FRAUD FILTER REVIEW - ITEM	Transaction filtered	0.50000
<b>ACH Origination</b>				
34342	250400	ACH CEO RETURN SUBSCRIPTION - ITEM	Item accessed	0.20000
34340	250400	ACH CEO RETURN SUBSCRIPTION-ACCOUNT	ACH company ID	5.00000
ES206	250120	ACH ORIGINATED - ADDENDA REC	Addenda record	0.05000
06505	250302	ACH RETURN ADMIN -ELECTRONIC	Return	0.27500
06504	250302	ACH RETURN ADMIN -MANUAL	Return	0.00000
06502	250302	ACH RETURN ITEM-ELECTRONIC	Return	0.27500
06503	250302	ACH RETURN ITEM-MANUAL	Return	0.00000
06507	250312	ACH RETURN UNAUTHORIZED -ELECTRONIC	Return	0.27500
ES803	250500	ACH PAYMENTS ONLINE BATCH RELEASE	Batch/file	3.00000
ES237	250710	ACH FAX SERVICE	Page	5.00000
34377	250000	ACH PAYMENTS BASE FEE	Company ID	25.00000
ACH1D	250102	ACH PAYMENTS FUTURE DATED ITEM	Transaction	0.08000
06525	250302	ACH NOC - ELECTRONIC	Transaction	0.00000
<b>ACH Receive</b>				
ES349	250220	ACH RECEIVED ADDENDA	Addenda record	0.00000
ES344	250202	ACH RECEIVED ITEM	Transaction	0.05000
<b>Account Reconciliation</b>				
34337	200201	CEO CHECK ISSUES-ITEM	Check issued	0.05000
12687	209999	ARP AGED ISSUE RECORDS ON FILE-ITEM	Record	0.00600
12377	200201	ARP FULL RECON-ITEM	Check issued	0.09000
12060	200010	ARP MONTHLY BASE - FULL	Account	50.00000
12604	200306	ARP OPTIONAL REPORTS	Report	12.50000
34350	200306	CEO ARP STMT & RPTS MONTHLY BASE	Account	0.50000
<b>Branch Services</b>				
CK161	100006	CASH DEPOSITED IN WF BRANCH	Dollar	0.00300
CK197	100040	CASH ORDER FEE IN A WF BRANCH	Transaction	9.00000
22810	150500	WF CHK CASHED FOR NONACCT HOLDER	Check cashed	7.50000
08052	100006	BRANCH DEPOSIT	Deposit	3.50000
<b>Cash Vault</b>				
08173	100100	CASH VAULT DEPOSIT	Deposit	1.00000
08416	100199	CASH VAULT CURRENCY FURNISHED	Dollar	0.00130
08290	100199	CASH VAULT CURRENCY/COIN DEPOSITED	Dollar	0.00130

WF Code	AFP Code	Service Description	Charge Basis	Price
<b>Desktop Deposit/Electronic Check</b>				
12816	151352	DESKTOP DEPOSIT IMAGES RETRIEVED	Image	0.50000
15017	400003	DESKTOP DEPOSIT MONTHLY BASE	Account	7.00000
15007	010101	DESKTOP DEPOSIT-DEPOSIT CREDITED	Credit	1.10000
706	100224	DESKTOP DEPOSIT-DEPOSITED ITEM	Check deposited	0.15000
741	100220	WF ELEC DEPOSIT-DEPOSITED ITEM ONUS	Check deposited	0.05500
746	100224	WF ELEC DEPOSIT-DEPOSITED ITEM	Check deposited	0.08500
790	100230	ELECTRONIC DEPOSIT - DEP ADJUSTMENT	Adjustment	17.00000
791	100230	WF ELEC DEPOSIT-SUSPECT REVIEW	Exception	1.00000
<b>Gen Acct Services Recoupment</b>				
IAMTH	000230	RECOUPMENT MONTHLY	Deposit assessment	0.12750
<b>General Account Services</b>				
22051	010000	ACCT MAINTENANCE	Account	15.00000
CK021	010100	DEBITS POSTED	Debit	0.08000
CK018	250201	ELECTRONIC CREDITS POSTED	Credit	0.08000
08025	100015	MISCELLANEOUS CREDITS POSTED	Transaction	1.40000
<b>General Disbursement Services</b>				
22225	150240	CHECK CASHING THRESHOLD MO BASE	Account	0.00000
22245	150240	CHECKS PAY TO INDIV BLOCK MO BASE	Account	0.00000
22235	150240	OTC DEBIT BLOCK MONTHLY BASE	Account	0.00000
MD091	150240	PYMT AUTH MAX CHECK MTHLY BASE	Account	5.00000
12670	150410	STOP PAYMENT - ONLINE	Stop payment	6.75000
22202	150100	DDA CHECKS PAID	Check paid	0.18000
<b>Image Delivery</b>				
DS255	151399	WELLSIMAGE PAID CHECK PER ITEM	Image	0.08800
27707	400340	CEO SEARCH	Inquiry	0.99000
12812	151352	CEO IMAGE VIEW < 90 DAYS - ITEM	Image retrieved	1.25000
12815	151352	CEO IMAGE VIEW > 90 DAYS - ITEM	Image retrieved	1.25000
22020	151350	WELLSIMAGE PAID CHECK MONTHLY BASE	Company	40.00000
22015	151353	WELLSIMAGE PAID CHECK PER CD	CD ROM	66.00000
64104	151350	IFI MAINTENANCE PER PRODUCT	Customer ID	75.00000
64102	159999	IFI PAID CHECKS - DELUXE	Image	0.02000
64101	151354	IFI PAID CHECKS - IMAGE	Image	0.06000
<b>Information Reporting</b>				
34123	40022Z	CEO ALERTS SERVICE - EMAIL	Email	0.04000
34262	400274	CEO DEPOSIT DETAIL ITEMS RPTD	Item reported	0.00000
34260	400054	CEO DEPOSIT DETAIL RPT SUBSCRIPTION	Account	2.00000
46100	40005Z	CEO BASIC BANKING - MONTHLY BASE	Company	25.00000
46102	40005Z	CEO BASIC BANKING ADDL ACCT-MO BASE	Account	5.00000
<b>Paper Checks Deposited</b>				
002	100225	DEPOSITED CHECK	Check deposited	0.15000

WF Code	AFP Code	Service Description	Charge Basis	Price
<b>Positive Pay</b>				
DS191	150122	PAYEE VALIDATION STANDARD-ITEM	Check paid	0.03500
34336	150724	POSITIVE PAY EXCEPTION - CEO IMAGE	Image retrieved	2.00000
12908	150310	POS PAY CHECKS WITH NO ISSUE RECORD	Check	0.00000
12505	150222	POSITIVE PAY EXCEPTION CHECKS RETND	Check returned	20.00000
12903	150310	POSITIVE PAY EXCEPTIONS - ITEM	Exception	1.50000
12907	150030	POSITIVE PAY MONTHLY BASE	Account	11.00000
12682	150120	POSITIVE PAY ONLY - ITEM	Check issued	0.08000
12681	150030	POSITIVE PAY ONLY MONTHLY BASE	Account	11.00000
12906	150401	POSPAY VERIFICATION CALL-CASHED	Call	15.00000
<b>Returned Items</b>				
CK065	100404	ADMIN RETURN ITEM - CHARGEBACK	Transaction	5.00000
CK066	100404	ADMIN RETURN ITEM-REPAIRED ACH ITEM	Transaction	2.25000
CK068	100404	ADMIN RETURN ITEM-REPAIRED AS CHECK	Transaction	3.50000
CK062	100416	CEO RETURN ITEM RETRIEVAL-IMAGE	Transaction	0.25000
CK064	100416	CEO RETURN ITEM SERVICE MTHLY BASE	Customer ID	0.00000
CK061	100400	RETURN ITEM - CHARGEBACK	Transaction	5.00000
CK075	100402	RETURN ITEM REDEPOSITED	Transaction	3.00000
34236	100416	CEO RETURN DECISIONING PER ITEM	Transaction	0.25000
CK464	100453	RETURN ITEM CONVERTED CHK CHGBK IRD	Transaction	2.00000
CK461	100453	RETURN ITEM CONVERTED CHK REDEPOSIT	Transaction	2.00000
<b>Wires Origination and Reporting</b>				
ES139	350100	WIRE OUT DOMESTIC CEO/API	Transfer	11.00000
ES147	350113	WIRE OUT XBDR USD CEO/API	Transfer	23.25000
<b>Zero Balance Account (ZBA)</b>				
DS510	010020	ZERO BALANCE MASTER ACCOUNT MAINT	Account	25.00000
DS001	010021	ZERO BALANCE MONTHLY BASE	Account	1.00000
<b>Setup Charges</b>				
06094	251001	ACH FRAUD FILTER - SET UP	Account	0.00000
34376	251120	ACH PAYMENTS SET UP FEE	Setup	0.00000
34375	251120	CEO ACH ORIG NEW CO ID SETUP	Setup	0.00000
12021	200410	ARP SET UP	Account	0.00000
770	109999	WF ELEC DEPOSIT-IMPLEMENTATION	Setup	1,100.00000
64100	151357	IFI SETUP PER PRODUCT	Customer ID	0.00000

A book transfer is a wire between two accounts on the Wells Fargo US account system initiated via CEO Wires or Payment Manager. The debit and credit accounts are in the same relationship and linked by the bank on the wire system

For additional service definitions, please contact your Treasury Management Sales Consultant or visit: [www.wellsfargo.com/accountanalysis](http://www.wellsfargo.com/accountanalysis)



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 11

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT: Teleconferencing Regulations Pursuant to AB 2449 and New Meeting Procedures**

---

**Staff Recommendation**

Receive and file the below-described AB 2449 procedures to accommodate continued teleconferencing of District regular, special and standing committee meetings without the required posting of location and public access, effective January 1, 2023.

**Background**

At the November 9, 2022 regular meeting, the Board voted to adopt the remote meeting attendance procedures outlined in AB 2449 and directed staff to implement the process starting January 1, 2023.

AB 2449 added provisions to the Brown Act (Government Code 54950 et. seq.) to protect the rights of the public to access meetings and be able to provide comment but without the requirement for posting teleconference locations and making them open to the public.

The provisions set restrictions on the availability of teleconferencing for meetings of legislative bodies, and offer different options for teleconferencing of public meetings beginning on January 1, 2023.

On October 13, 2021, the Board adopted Resolution 2021-17 implementing the provisions of AB 361. With the Board's vote on November 9, these provisions will become defunct on January 1, 2023 and Resolution 2021-17 will be later rescinded in conjunction with the termination of the local emergency.

**Summary**

AB 2449 sets forth complex and limited procedures for Board member teleconferencing and holding of hybrid in-person / virtual meetings and necessitates some tracking. Staff has prepared the following to assure compliance with the provisions of the law. These processes will be implemented beginning January 1, 2023.

In order to avoid the Brown Act requirement for posting the teleconference location and making it available for public attendance, a Board member desiring to attend remotely must have an emergency, or "just cause." No more than two Board members may attend remotely; a quorum of the Board must be physically present at the meeting.

**Just Cause**

"Just cause" means any of the following:



- A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires the Board member to participate remotely
- A contagious illness that prevents the member from attending in person
- A need related to a physical or mental disability
- Travel while on official business of the legislative body or another state or local agency

Notification Requirements: The Board member must notify the District of the desire to teleconference and provide a general description of the “just cause” to participate remotely at the earliest possible opportunity.

Action to take: To notify the District of remote attendance under the “Just Cause” provisions, the Board member should send an email to the following three representatives as soon as possible or at the very latest, the beginning of the meeting:

1. Board President
2. General Manager
3. Administrative Assistant

Under a “Just Cause” request, no approval by the Board is necessary. However, the remote attendance must be stated on the record at the meeting. (See below.)

Limitations: Remote participation under the AB 2449 “just cause” provisions is limited to two virtual attendances per calendar year per Board member.

### Emergency Circumstances

“Emergency circumstances” means a physical or family emergency that prevents a member from attending in person.

Notification Requirements: The Board member may request teleconferencing “as soon as possible” and must provide a general description of the emergency circumstances. The description should be approximately 20 words and does not require the disclosure of a medical diagnosis or disability, or any personal medical information already exempt under the law.

Action to take: To request the opportunity to participate remotely under Emergency Circumstances, the Board member should send an email with the general description of the emergency to the following three representatives as soon as possible:

1. Board President
2. General Manager
3. Administrative Assistant

At the beginning of the meeting, as part of Roll Call, the Board will consider the notification and emergency circumstances and take action (vote) to approve or deny the request. If the Board declines to accept the basis for virtual attendance under AB 2449, the Board member may only participate as a general member of the public and cannot vote on any



action item. Attendance will be shown as “Absent” and the Board member listed under Members of the Public Present.

Limitations: A Board member may utilize AB 2449 to attend a meeting remotely for no more than three consecutive months or two regular meetings in the calendar year, whichever comes first.

### Statement for the Record

When a Board member submits notification or a request for remote attendance, the Board President will make a statement and lead any required action during the Roll Call segment of the meeting. Prior to the calling of roll, the President will clearly state on the record:

1. The Board member requesting virtual attendance
2. Justification for the need to appear virtually – either “Just Cause” or “Emergency Circumstances”
3. Ask the Board member for public affirmation of whether any other individuals 19 years of age or older are present in the room at the remote location with the member, and the general nature of the member’s relationship with any such individual(s)
4. A statement that the member will participate with both audio and video capabilities turned on throughout the meeting (video cannot be turned off).

### Additional requirements

- A Board member is limited to use of teleconferencing for no longer than three consecutive months or 20 percent of the regular meetings of the agency. (The 20 percent number will depend on the adopted annual meeting schedule.)
- The Board member attending remotely must participate by both audio and video connection.
- In all circumstances, a quorum of the Board must be physically present at the in-person meeting location.
- Administrative staff will keep the following records:
  1. Which Board members have made requests to appear remotely and how many times each Board member has done so
  2. Board members’ reasons for appearing remotely, and any action taken by the Board
  3. Confirmation ahead of each meeting as to whether there will be a physical quorum present for a meeting

### Regular Brown Act requirements

The original teleconference requirements under the Brown Act are still available to the Board.

Once the limitations / maximums for remote attendance covered by AB 2449 have been attained, the Board member desiring to continue to teleconference to meetings would then be subject to



the regular Brown Act provisions requiring posting of the teleconference location, inclusion of the location on the agenda, and allowing the public to participate remotely at that location. In this case, the Board member would need to notify the General Manager and / or the Director of Finance and Administration no later than noon on the Wednesday prior to the week of the meeting. This will assure that the meeting location can be listed on the agenda as required.

**Fiscal Impact**

None.

**Attachments**

None.

Staff Report prepared by Lynda Kerney, Administrative Assistant





**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

**Item 12**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Adoption of 2023 Board of Directors Regular Meeting Schedule**

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**Staff Recommendation**

Adopt the 2023 Meeting Schedule for the Board of Directors and standing committees.

**Summary**

The 2023 Meeting Schedule is presented for Board adoption each December based on the District's Policies and Procedures Manual, Policy 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.

The Board may alter the schedule around holiday conflicts to suit the District's needs, and/or Board preferences. In addition to this regular meeting schedule, special meetings may be called as needed by the Board president or by a majority of the Board.

Legal counsel has advised that typically "The only instance in which a regular meeting can move is if one lands on a holiday in which case the meeting would be automatically continued to the next District regular working date." Again, District policy provides for the Board to set the regular Board Meeting Schedule annually, and this Staff Report provides for said activity.

Since California law normally restricts some actions to Regular Meetings, the Board may be constrained from conducting some types of important business during those months where meetings are altered from the stated policy if maximum transparency is to be obtained.

**Discussion**

Staff has prepared the proposed 2023 Meeting Schedule to avoid conflict with holidays, and adhere to the adopted policy. Staff recommends no changes to the Proposed 2023 Meetings Schedule as presented, however, staff bears in mind the directors' stated desire to limit meetings in December, and recognizes that the Board may choose to eliminate some December meetings. Should the Board desire to formalize the minimization of meetings in December, a resolution to change Policy 4025.1 can be prepared for Board consideration.

Should a need arise to conduct additional pressing business, the President or a majority of the Board may call a special meeting.

**Attachments**

Proposed 2023 Meeting Schedule and Year 2023 Calendar for reference

Staff Report prepared by Lynda Kerney, Administrative Assistant



**BEAUMONT-CHERRY VALLEY WATER DISTRICT  
BOARD OF DIRECTORS AND COMMITTEES  
2023 **DRAFT** REGULAR MEETING SCHEDULE**

Adopted 00/00/0000

<b>Regular Meetings</b>
<b>Second Wednesday of every month</b>
Meeting time is 6:00 p.m. unless otherwise noted on posted agendas.
January 11
February 8
March 8
April 12
May 10
June 14
July 12
August 9
September 13
October 11
November 8
December 13

<b>Engineering Workshop</b>
<b>Fourth Thursday of every month</b>
Meeting time is 6:00 p.m. unless otherwise noted on posted agendas.
January 26
February 23
March 23
April 27
May 25
June 22
July 27
August 24
September 28
October 26
November 16 (3 <sup>rd</sup> Thurs due to Holiday)
December 28

<b>Finance and Audit Committee</b>
<b>First Thursday of the month</b>
Meeting time is 3:00 p.m. unless otherwise noted on posted agendas.
January 5
February 2
March 2
April 6
May 4
June 1
July 6
August 3
September 7
October 5
November 2
December 7

<b>Personnel Committee</b>
<b>Third Tuesday of the month</b>
Meeting time is 5:30 p.m. unless otherwise noted on posted agendas.
January 17
February 21
March 21
April 18
May 16
June 20
July 18
August 15
September 19
October 17
November 21
December 19

<b>District Holidays 2023</b>	
Jan. 2	New Year's Day
Jan. 16	Martin Luther King Day
Feb. 20	President's Day
May 29	Memorial Day
July 4	Independence Day
Sept. 4	Labor Day
Nov. 9	Veterans Day (observed)
Nov. 23	Thanksgiving Day
Dec. 25	Christmas Day

Agendas are posted 72 hours in advance of a regular meeting and 24 hours in advance of a special meeting, and are available at [www.bcvwd.org](http://www.bcvwd.org). Members of the public may address the Board of Directors on any item within the jurisdiction of the Board; however no action may be taken on any item not appearing on the agenda, unless the action is otherwise authorized by Govt Code 54954.2(b). Meetings are held at the BCVWD office at 560 Magnolia Avenue, Beaumont, CA 92223 unless otherwise noted on the agenda. For information, please contact the Director of Finance and Administrative Services at (951) 845-9581.

# 2023

## January

Su	Mo	Tu	We	Th	Fr	Sa
<b>1</b>	2	3	4	5	6	7
8	9	10	11	12	13	14
15	<b>16</b>	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 1 New Year's Day
- 16 Martin Luther King Jr. Day

## February

Su	Mo	Tu	We	Th	Fr	Sa
			1	<b>2</b>	3	4
5	6	7	8	9	10	11
<b>12</b>	13	<b>14</b>	15	16	17	18
19	<b>20</b>	21	<b>22</b>	23	24	25
26	27	28				

- 2 Groundhog Day
- 12 Lincoln's Birthday
- 14 St. Valentine's Day
- 20 President's Day
- 22 Washington's Birthday
- 22 Ash Wednesday

## March

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
<b>12</b>	13	14	15	16	<b>17</b>	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 12 Daylight Saving Time Begins
- 17 St. Patrick's Day

## April

Su	Mo	Tu	We	Th	Fr	Sa
						<b>1</b>
<b>2</b>	3	4	5	6	<b>7</b>	8
<b>9</b>	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 1 April Fool's Day
- 2 Palm Sunday
- 7 Good Friday
- 9 Easter

## May

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
<b>14</b>	15	16	17	18	19	20
21	22	23	24	25	26	27
28	<b>29</b>	30	31			

- 14 Mother's Day
- 29 Memorial Day

## June

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	<b>14</b>	15	16	17
<b>18</b>	<b>19</b>	20	<b>21</b>	22	23	24
25	26	27	28	29	30	

- 14 Flag Day
- 18 Father's Day
- 19 Juneteenth
- 21 Summer Solstice

## July

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	<b>4</b>	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 4 Independence Day

## August

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## September

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	<b>4</b>	5	6	7	8	9
<b>10</b>	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 4 Labor Day
- 10 Grandparent's Day

## October

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	<b>31</b>				

- 31 Halloween

## November

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
<b>5</b>	6	<b>7</b>	8	9	10	<b>11</b>
12	13	14	15	16	17	18
19	20	21	22	<b>23</b>	24	25
26	27	28	29	30		

- 5 Daylight Saving Time Ends
- 7 Election Day
- 11 Veteran's Day
- 23 Thanksgiving

## December

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	<b>21</b>	22	23
24	<b>25</b>	26	27	28	29	30
<b>31</b>						

- 21 Winter Solstice
- 25 Christmas
- 31 New Year's Eve



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

Item 13

STAFF REPORT

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Review of Annual List of Preapproved Events and Director Appointments

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**Staff Recommendation**

Review and adopt the Annual List of Preapproved Events and Director Appointments with any changes as desired.

**Background**

The District Policies and Procedures Manual Part II Policy 4065 Remuneration / Director Per Diem Fees was revised on July 14, 2021 by Resolution 2021-12. Included in this policy was review of the Preapproved Events and Director Appointments List at the annual Board reorganization meeting in December.

The Annual List of Preapproved Events and Director Appointments was initially adopted by the Board at its meeting of September 8, 2021, and reviewed without change at the December 21, 2021 meeting. It sets forth the activities that are preapproved by the Board for payment of per diem compensation and reimbursement of expenses. Section 4065.4 (1b) regarding eligibility for per diem reads:

... Activities as enumerated in the Preapproved Events and Director Appointments List as approved by the Board of Directors at the annual reorganization meeting in December, or as otherwise approved mid-year by the Board of Directors.

The Board approved the October 2021 through October 2022 director expense report for 2022 at the October 12, 2022 meeting.

**Summary**

The Board is the authority that determines whether an activity requested for expense or compensation is within the stated policy and constitutes "substantial benefit" to the District. Staff uses the Annual List of Preapproved Events and Director Appointments as a guide when processing expense reports and requests for per diem compensation. Staff applies the policy narrowly, coming to the Board to make findings and determinations related to any item in question. Therefore, staff recommends the Board craft a clearly defined, concise, specific, and narrow list that will not leave categories open to potential question, confusion, or misinterpretation.

The adoption of an Annual List of Preapproved Events and Director Appointments will help ensure good stewardship of public resources and compliance with BCVWD Policy 4060:



4060.1 The Beaumont-Cherry Valley Water District takes its stewardship over the use of limited public resources seriously. Public resources should only be used when there is a **substantial benefit** to the District.

### **Discussion**

Attached are the current **Annual List of Preapproved Events and Director Appointments** and a worksheet for assistance with review and discussion.

The Board may consider revising the Annual List to include new events being considered for director attendance such as specific trainings and conferences, or may remove events from the previously adopted list should they appear incompatible with the “substantial benefit to the District” doctrine.

A director may attend any event at their discretion; the Annual List does not preclude any director from attending any event, it merely sets the Board’s “bookends” and governs what is compensable and/or reimbursable.

Attendance at an activity not preapproved does not preclude a director from later requesting per diem compensation or from requesting reimbursement of expenses for attendance that was not preapproved. Such requests must be made to the Board of Directors. Nothing prevents a director from requesting pre-approval of an activity via the Upcoming Events action item now appearing monthly on the Board agenda.

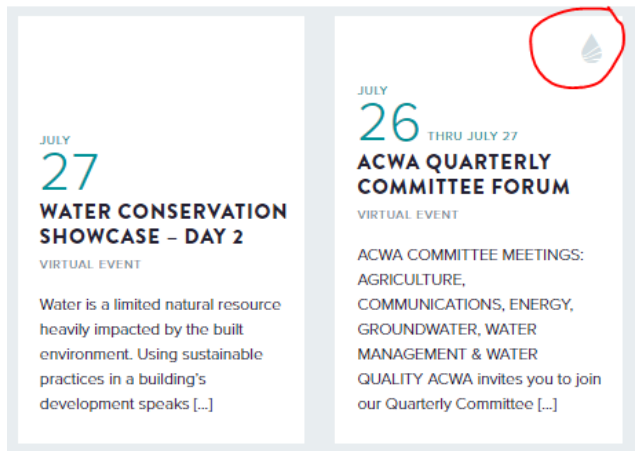
The following discussion topics have been identified throughout the past year gleaned from Board member comments, staff experience, or questions arisen plus discussion at the July 13, 2022 Board meeting. Staff requests that the Board consider and provide direction on the following to be addressed on the List, or direct staff to bring back Policy 4065 for further discussion:

1. Local Area Events. Board members have commented, and the Board may consider adding preapproval of local area events. The following may be enumerated on the List by adding a Table for Local Events such as:
  - a. Welcome Home Vietnam Veterans (Beaumont-Cherry Valley Recreation and Park District)
  - b. Cherry Festival
  - c. Market in the Park (Beaumont-Cherry Valley Recreation and Park Improvement Corporation)
  - d. Monster Mash (City of Beaumont Parks and Recreation)
  - e. Oktoberfest (Beaumont-Cherry Valley Recreation and Park District)
  - f. Pumpkin Carve (Beaumont-Cherry Valley Recreation and Park District)
  - g. Trunk or Treat (City of Beaumont Parks and Recreation)
  - h. Veterans Day Parade (City of Beaumont Parks and Recreation)
  - i. Annual Winterfest (Beaumont-Cherry Valley Recreation and Park District)
  - j. Holiday Light Parade (City of Beaumont Parks and Recreation)



2. Association of California Water Agencies

During the year, per diem compensation was requested under Table A, Line 1 – ACWA webinars or events. However, on occasion, the request was related to an event that was not an ACWA event, but had been merely listed on the ACWA events calendar. ACWA has advised that they help promote other events in the water community on their events page, but only those that are ACWA-hosted (and are therefore compensable under Table A - Line 1) are identified by a water drop icon on the calendar listing:



Should the Board desire to add any non-ACWA events, they should be individually identified and added to Table A.

Policy-related issues that bear Board review and possible discussion and refinement may include the items such as:

1. Establishing attendance requirements
2. Attachment of acceptable backup materials
3. Beaumont Chamber of Commerce or other event sponsorships
4. Identifying limitations and/or prohibitions on per diem requests for recorded meetings
5. Identification of additional “bookends”

**Fiscal Impact**

To be determined.

**Attachments**

1. Current Preapproved Events and Director Appointments List (approved 12/21/2021)
2. Preapproved Events and Director Appointments List Worksheet for 2023
3. Policy 4060 Training, Education and Conferences
4. Policy 4065 Remuneration / Director Per Diem Fees
5. Minutes of 7/13/2022 Board Meeting – Item 2j

Staff Report prepared by Lynda Kerney, Administrative Assistant

# Attachment 1

## BCVWD PRE-APPROVED EVENTS AND DIRECTOR APPOINTMENTS Adopted 09/08/2021

Reference: BCVWD Policies and Procedures Manual Part II Sections 14, 15, 4060 and 4065  
For the purposes of satisfying the above policies, the following items are pre-approved for Director claims for per diem compensation, and reimbursement of expenses

<b>TABLE A</b>	
<b>Conferences, Workshops, Webinars, Training, Meetings and Tours</b>	
1	ACWA and ACWA/JPIA
2	ACWA Region 9 meetings and events
3	ACWA Committee meetings
4	Beaumont Basin Watermaster
5	Beaumont Chamber of Commerce Breakfasts and Luncheons
6	BIA of Southern California Water Conference
7	Brown Act training
8	California Special Districts Association
9	New Board member orientation (see policy specifics)
10	Riverside County Water Task Force
11	SGPWA Regular and Special Board Meetings
12	Special Districts Association of Riverside County
13	Special Districts Leadership Academy
14	State-mandated ethics training (one day of service)
15	State-mandated sexual harassment training (one day of service)
16	Tours of BCVWD facilities
17	Urban Water Institute
18	WEF annual Water Summit and Water 101 Workshop
<i>The following meetings are pre-approved for attendance when there are items agendaized that are related to BCVWD interests and operations</i>	
19	Beaumont Unified School District meetings or events
20	Cabazon Water District – any official district meeting
21	City of Beaumont – any official city meeting
22	City of Banning – any official city meeting
23	City of Calimesa – any official city meeting
24	Riverside County LAFCO meetings
25	Yucaipa Valley Water District – any official district meeting

**All directors are pre-approved to attend these functions**

<b>TABLE B</b>			
<b>President's Appointments and Director Assignments</b>			
<b>Meetings (compensable as designated)</b>		<b>Primary</b>	<b>Secondary</b>
1	San Geronio Pass Regional Water Alliance	Slawson	Williams
2	Collaborative Agencies Committee	Ramirez	Williams
3	Meetings with members of the legislative, executive, or judicial branch of the state or federal government when attendance is directed by the President		



4	Meetings or official events of legislative bodies of other governmental agencies as assigned by the President to represent the District
5	Meetings with the General Manager, District Counsel, or Board President on matters of District business
6	Other meetings or events for Board members appointed by the President to attend such meeting or event on behalf of the District

<b>TABLE C</b>			
<b>Voting Delegates</b>		<b>Primary</b>	<b>Alternate</b>
1	ACWA conferences	President	Vice President
2	ACWA Region 9	President	Vice President
3	ACWA / JPIA		

*For the purposes of satisfying the above policies, the following items require separate, individual Board pre-approval for Director claims for per diem compensation, and reimbursement of expenses.*

Decision-making guidance: BCVWD Policies and Procedures Manual Part II, Section 4060: *Public resources should only be used when there is a substantial benefit to the District*

<b>TABLE D</b>	
<b>Activities / Events requiring separate Board pre-approval</b>	
1	Beaumont Chamber of Commerce – other events (not listed in Table A or E)
2	Other civic or community functions (festivals, recreation activities, sports, lectures, etc.)
3	Water Education Foundation conferences, tours, seminars (not listed in Table A)
4	Dedication ceremonies, open houses, groundbreaking ceremonies, ribbon-cutting ceremonies, anniversary celebrations
5	Receptions, or retirement or anniversary celebrations for other agency officials
6	Legislative roundtables, public hearings, project update meetings
7	Other agency or association dinner or luncheon functions
8	Meetings or events of ACWA Regions 1-8, and 10
9	Tri-State Seminar annual conference
10	Any other events not specifically pre-authorized

The Board has determined that these events do not comport with BCVWD policy for reimbursement or compensation:

<b>TABLE E</b>	
<b>Activities / Events not eligible for per diem or expense claims (non-compensable)</b>	
1	Beaumont Chamber of Commerce –social events, mixers, etc.
2	Retirement receptions for BCVWD employees or Board members
3	BCVWD picnics or other social functions



TABLE F Acronyms			
1	ACWA	Association of California Water Agencies	<a href="https://www.acwa.com/">https://www.acwa.com/</a>
2	ACWA	ACWA Committees	<a href="https://www.acwa.com/about/board-committees/committee-information/">https://www.acwa.com/about/board-committees/committee-information/</a>
3	ACWA / JPIA	ACWA Joint Powers Insurance Authority	<a href="https://www.acwajpia.com/training-2/">https://www.acwajpia.com/training-2/</a>
4	BIA	Building Industry Association	<a href="https://riversidebia.org/">https://riversidebia.org/</a>
5	CSDA	California Special Districts Association	<a href="http://csda.net/home">http://csda.net/home</a>
6	LAFCO	Riverside County Local Agency Formation Commission	<a href="https://lafco.org/">https://lafco.org/</a>
7	SDARC	Special Districts Association of Riverside County	<a href="https://www.csda.net/about-csda/chapters-networks/chapter-riverside-county">https://www.csda.net/about-csda/chapters-networks/chapter-riverside-county</a>
8	SDLA	Special District Leadership Foundation	<a href="https://sdla.csda.net/home">https://sdla.csda.net/home</a>
9	SGPWA	San Geronio Pass Water Agency	<a href="https://www.sgpwa.com/">https://www.sgpwa.com/</a>
10	SGPRWA	San Geronio Pass Regional Water Alliance	<a href="http://www.passwateralliance.com/">http://www.passwateralliance.com/</a>
11	Tri-State	Tri-State Seminar, LLC	<a href="https://tristateseminar.com/">https://tristateseminar.com/</a>
12	WEF	Water Education Foundation	<a href="https://www.watereducation.org/tours-events">https://www.watereducation.org/tours-events</a>
13	UWI	Urban Water Institute	<a href="http://www.urbanwater.com">www.urbanwater.com</a>

**PRE-APPROVED EVENTS AND DIRECTOR APPOINTMENTS  
Worksheet for 2023**

Reference: BCVWD Policies and Procedures Manual Part II Sections 14, 15, 4060 and 4065  
*For the purposes of satisfying the above policies, the following items are pre-approved for Director claims for per diem compensation, and reimbursement of expenses*

<b>TABLE A</b>		
<b>Conferences, Workshops, Webinars, Training, Meetings and Tours</b>		
1	ACWA and ACWA/JPIA	<b>All directors are pre-approved to attend these functions</b>
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3	ACWA Committee meetings	
4	Beaumont Basin Watermaster	
5	Beaumont Chamber of Commerce Breakfasts and Luncheons	
6	BIA of Southern California Water Conference	
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14	State-mandated ethics training (one day of service)	
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16	Tours of BCVWD facilities	
17	Urban Water Institute	

18	WEF annual Water Summit and Water 101 Workshop	
<i>The following meetings are pre-approved for attendance when there are items agendaized that are related to BCVWD interests and operations</i>		
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23	City of Calimesa – any official city meeting	
24	Riverside LAFCO meetings	
25	Yucaipa Valley Water District – any official district meeting	

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2	Collaborative Agencies Committee	Ramirez	Williams
3	Pass Economic Development Alliance		
4	Meetings with members of the legislative, executive, or judicial branch of the state or federal government when attendance is directed by the President		
5	Meetings or official events of legislative bodies of other governmental agencies as assigned by the President to represent the District		
6	Meetings with the General Manager, District Counsel, or Board President on matters of District business		
7	Other meetings or events for Board members appointed by the President to attend such meeting or event on behalf of the District		

<b>TABLE C</b>			
<b>Voting Delegates</b>		<b>Primary</b>	<b>Alternate</b>
1	ACWA conferences	President	Vice President
2	ACWA Region 9	President	Vice President
3	ACWA / JPIA		

*For the purposes of satisfying the above policies, the following items require separate, individual Board pre-approval for Director claims for per diem compensation, and reimbursement of expenses.*

Decision-making guidance: BCVWD Policies and Procedures Manual Part II, Section 4060:  
*Public resources should only be used when there is a substantial benefit to the District*

<b>TABLE D</b>	
<b>Activities / Events requiring separate Board pre-approval</b>	
1	Beaumont Chamber of Commerce – other events (not listed in Table A or E)
2	Other civic or community functions (festivals, recreation activities, sports, lectures, etc.)
3	Water Education Foundation conferences, tours, seminars (not listed in Table A)
4	Dedication ceremonies, open houses, groundbreaking ceremonies, ribbon-cutting ceremonies, anniversary celebrations
5	Receptions, or retirement or anniversary celebrations for other agency officials
6	Legislative roundtables, public hearings, project update meetings
7	Other agency or association dinner or luncheon functions
8	Meetings or events of ACWA Regions 1-8, and 10
9	Tri-State Seminar annual conference
10	Any other events not specifically pre-authorized

The Board has determined that these events do not comport with BCVWD policy for reimbursement or compensation:

<b>TABLE E</b>	
<b>Activities / Events not eligible for per diem or expense claims (non-compensable)</b>	
1	Beaumont Chamber of Commerce – social events, mixers, etc.
2	Retirement receptions for BCVWD employees or Board members
3	BCVWD picnics or other social functions

## Attachment 3

POLICY TITLE: TRAINING, EDUCATION AND CONFERENCES  
POLICY NUMBER: 4060

EXHIBIT A

4060.1 **Policy.** The Beaumont-Cherry Valley Water District takes its stewardship over the use of limited public resources seriously. Public resources should only be used when there is a substantial benefit to the District.

1. Educational conferences and meetings are considered to provide substantial benefit. Members of the Board of Directors are encouraged to attend educational conferences and professional meetings when the purposes of such activities are to improve District operations. Hence, there is no limit on the number of Directors attending a particular conference or seminar when it is determined that their attendance is beneficial to the District. Such benefits include:
  - a. The opportunity to discuss the community's concerns with local, State and federal officials;
  - b. Participating in regional, state, and national organizations whose activities affect the District;
  - c. Attending educational seminars designed to improve officials' skill and information levels.
2. "Junkets" (tours or journeys for pleasure at public expense), however, will not be permitted.

4060.2 **Expenses.** It is the policy of the District to encourage Board development and excellence of performance by reimbursing actual, necessary, and reasonable expenses incurred for tuition, travel, lodging, and meals as a result of training, educational course, participation with professional organizations, and attendance at local, state, and national conferences that serve the interests of the District.

1. Staff as assigned by the General Manager is responsible for making arrangements for Directors for conference and registration expenses.
2. Reimbursement shall include necessary expenses for meals, lodging, authorized incidentals (see Policy 4070 Payment of Expenses Incurred on District Business), and travel. All expenses for which reimbursement is requested by Directors, or which are billed to the District by Directors, shall be submitted to the assigned staff member within 30 days of the incurred expense on a District-supplied Expense Form, together with original, valid receipts in accordance with State law. Reimbursement rates shall not exceed the Internal Revenue Services rates as established in Publication 463.
3. Attendance by Directors of seminars, workshops, courses, professional organization meetings, and conferences shall be approved by the Board of Directors prior to incurring any reimbursable costs.
4. Pre-approved seminars, workshops, courses, professional organization meetings, and conferences shall be those enumerated in the current year's BCVWD Pre-Approved Events and Director Appointments List as adopted by the Board.
5. Expenses to the District for Directors' training, education, and conferences should be kept to a minimum by utilizing recommendations for transportation and housing accommodations, if any, provided by the event sponsor and by:
  - a. Utilizing hotel(s) recommended by the event sponsor in order to obtain discounted rates or using other less expensive nearby lodging.
  - b. Directors traveling together whenever feasible and economically beneficial.
  - c. Requesting reservations sufficiently in advance, when possible, to obtain discounted air fares and hotel rates.

4060.3 **Notice.** A Director shall not attend a conference or training event for which there is an expense to the District, if it occurs after the Director has announced his/her pending resignation, or if it occurs after an election in which it has been determined that the Director will not retain his/her seat on the Board. A Director shall not attend



a conference or training event when there is no significant benefit to the District.

4060.4 **Reimbursement.** Upon returning from seminars, workshops, conferences, etc. where expenses are paid and/or reimbursed by the District, Directors will either prepare a written report for distribution to the Board or make a verbal report during the next regular meeting of the Board. Said report shall detail what was learned at the session(s) that will be of benefit to the District. Materials from the session(s) may be delivered to the District office to be included in the District library for the future use of other Directors and staff.

POLICY TITLE: REMUNERATION/DIRECTOR PER DIEM FEES  
POLICY NUMBER: 4065

## Attachment 4

4065.1 **Remuneration.** Members of the Board of Directors shall be eligible to receive a “per diem” for each day of service rendered as an officer of the Board. The “per diem” amount shall be established by the Board and be consistent with applicable State law.

4065.2 **Limit.** Per diem compensation is limited to no more than 10 days per month, as established by Water Code Section §20202.

4065.3 **Attendance.** For purposes of this section, attendance includes:

1. Physical presence at the majority of a meeting, event, conference or occurrence listed in section 4065.4 below, unless presence for a lesser period is authorized by the Board President, or, for a committee meeting, by the committee chair;
2. Participation by teleconference at the majority of a meeting pursuant to California Government Code §54953;
3. Participation in an approved home study or online Ethics course to meet the requirements of Government Code §§53234-53235.5 when participation has been authorized by the Board President.

4065.4 **Eligibility.** Matters of District business eligible for per diem shall include, but not be limited to:

1. **General Director Preapproved Activities/Events.** The following activities/events are preapproved for all Directors:
  - a. **Board and Committee Meetings.** All regular and special board meetings and committee meetings for appointed members, as defined in Government Code §54952.2.
  - b. Activities as enumerated in the BCVWD Pre-Approved Events and Director Appointments list as approved by the Board of Directors at the annual reorganization meeting in December, or as otherwise approved mid-year by the Board of Directors.
  - c. **Training Seminars.**
    - i. State mandated ethics training - the entire two-hour course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
    - ii. State mandated sexual harassment training - the entire course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
2. **Other Activities/Events, Authorization.** Directors may seek authorization to attend other functions that constitute the performance of official duties. Directors desiring to attend other events should obtain pre-approval from the Board in order to receive a per diem and expense reimbursement.
3. **New Directors Orientation.** New Directors may receive 1 per diem and expense reimbursement for an orientation program that meets the following criteria:
  - a. Is part of a planned orientation schedule.
  - b. The orientation meeting is at least two (2) hours in duration.
  - c. The per diems for this purpose must be claimed during the first 2 months of service on the Board.
  - d. New Directors may also attend a formal harassment awareness training seminar for District employees.
4. **Non-authorized Activities/Events.** The following activities/events are not eligible for per diem or expense claims:

- a. Retirement receptions for Beaumont-Cherry Valley Water District employees/Directors.
  - b. Beaumont-Cherry Valley Water District picnics or other social functions.
5. **Travel.** Per diem shall include travel days to and from business meetings as appropriate.
  6. **Requests.** In the event that circumstances prevent the per diem request from being considered in the manner described herein, a Director may submit a request to the Board for a per diem for having attended a meeting or conference with the understanding that the Board may not approve the request.
  7. **Reports.** A Director who requests compensation ("per diem") for attendance at a meeting other than a regular, special, or committee meeting of the Board shall provide a brief report of the meeting to the Board at a regular meeting of the Board of Directors following the meeting that was attended. If multiple Board members attended, a joint report may be made.
  8. **Review.** Directors' per diem fees shall be reviewed by the Board annually in October of each year with any increase to be effective January 1 of the next calendar year.



garage. He reminded that the roofing contract was brought to the Board. Other activities included annual septic tank maintenance, and HVAC repair.

President Williams pulled item 2h:

h. Resolution 2022-22 Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same

In response to President Williams, Mr. Jagers explained that the related legislation (AB 361) sunsets in January 2024. There is current state legislation that will address remote teleconferencing. As it stands now, presuming the Board continues to enact this Resolution, it provides for remote teleconferencing activities.

President Williams asked about stipulation that individuals attending remotely need to be identified, voicing concern for safety purposes. Jagers said he recalled nothing in the legislation. Any caveats to the Board's desire are open to vote and amendment of the Resolution, he advised. If teleconferencing is to continue, it should be done safely and responsibly, she noted. Directors concurred.

i. Monthly Update from Townsend and Associates (grant writing)

Director Covington requested the representative present from Townsend review the report with the Board.

Mr. Sean McReynolds of Townsend and Associates briefed the Board on the monthly grant report listing funding opportunities which are being actively pursued and upcoming opportunities for the District. He said they have been working closely with staff and two opportunities are currently in progress for the current WaterSMART program.

Townsend is also beginning to lay groundwork for State and Federal budget earmark opportunities, and is working with the Bureau of Reclamation on extension of the AMR/AMI project grant, McReynolds explained.

Mr. Jagers added that turf replacement funding is also being sought in partnership regionally and locally. McReynolds indicated that Townsend has also been researching to coincide with the District's direction on this item.

Director Slawson requested to pull item 2k.

k. Director Per Diem Request for Approval

Director Slawson pointed to the five requests listed in the staff report and reminded that part of the job of the Board is to assure ratepayers' money is spent correctly. He asked about the benefit for those meetings.

General Manager Jagers pointed to the Board-adopted list of BCVWD Preapproved Events and explained that staff wishes to assure transparency, address the need for resolution of gray areas, and avoid misinterpretation of policy.

Director Ramirez indicated that he can be phoned any time for answers. He stated that all meetings are part of the Association of California Water Agencies



(ACWA) webinars, are within the policy, and the District benefits as it is important to know what other districts are doing.

Jaggers recommended refinement of the list of BCVWD Preapproved Events.

Director Ramirez asked if the Board was satisfied. Director Hoffman said he was unaware of benefit that those seminars provided and recommended focus on things in the immediate area.

Director Covington pointed to the list of Preapproved Events and reminded that policy states that if there is an event attended that has not been preapproved, the item needs to be placed on the Board agenda for approval. If there are any ambiguities, that item should be on the agenda for discussion and approval, which is what is being done tonight. He agreed with cleaning up the loose ends of the policy at a future meeting. Director Ramirez posited that all five items were being promoted or sponsored by ACWA and facilitated in different ways.

Covington agreed that broader knowledge of what is happening in other areas helps the Board make better decisions, and said he did not discount the intent of educating the directors.

Director Slawson agreed the policy should be fine-tuned at a later date, as some items seem out of BCVWD's wheelhouse.

President Williams agreed that this action is in response to stated policy. She reminded about the recurring Upcoming Events item on the regular agenda and requested that directors who see something they would like to attend, to give it to Mr. Jaggers so it can be placed on the agenda, or backup information be provided to the Finance and Audit Committee. Being transparent is the most important thing, she noted. She also indicated need to revisit the list of Preapproved Events.

*Consent Calendar items g, h, i and k were approved with one motion:*

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

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### **3. Consider Options Regarding Contract with Wells Fargo for Banking Services**

Director of Finance and Administration Kirene Manini requested Board direction regarding the expiration of the current Wells Fargo contract on January 31, 2023. She presented three options and gave the history of the agreement. The Board approved the agreement with Wells Fargo in 2013, authorized execution of a two-year extension with a discounted price list for services in January of 2019, and extended it again on December 14, 2020. The discounted prices expire on January 31, 2023, Manini explained.

District staff has been satisfied, has had no negative impacts or situations with Wells Fargo Services, and has realized significant savings, Dr. Manini said. Mr.



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

**Item 14**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Daniel Jagers, General Manager  
**SUBJECT:** **Request for Will Serve Letter for Tentative Parcel Map No. 38620 (Also Identified as Riverside County Assessor's Parcel No. 405-140-003) located on Vineland Street, between Union Street and Nancy Avenue in the Community of Cherry Valley**

**Staff Recommendation**

Consider the request for Will Serve Letter (WSL) for Tentative Parcel Map 38620 (located on Vineland Street, east of Union Street and west of Nancy Avenue) in the Community of Cherry Valley.

- A. Approve the Application for Water Service and approve WSL, or;
- B. Deny the Application for Water Service

**Background**

The Applicant, Dar Manarang, requested water service on July 6, 2022, for a proposed single-family development infill project (Tentative Parcel Map 38620 or Project) that consists of the subdivision of an existing lot which currently has one (1) water service into three (3) proposed new residential lots requiring two (2) additional water services.

The Subject Property is located on Vineland Street, east of Union Street and west of Nancy Avenue in the Community of Cherry Valley (see Attachment 1 – Vicinity Map). This parcel is currently within the District's Service Boundary. District staff has confirmed that there is an existing 10-inch steel pipe (STL) water main fronting the parcel in Vineland Street, and there is an existing meter currently serving the parcel. The proposed subdivision would result in an increase of two (2) Equivalent Dwelling Units (EDUs) of water consumption. See Table 1, below, for the estimated Project water usage.

**Table 1: Estimated Project Water Use**

Condition	Equivalent Dwelling Units (EDUs)
Parcel 1 (New Parcel)	1
Parcel 2 (New Parcel)	1
Parcel 3 (Exist. APN 405-140-003)	1
<b>Total</b>	<b>3</b>

The Applicant proposes to develop the existing parcel by subdividing the existing parcel into three (3) total parcels (see Attachment 2 – Tentative Parcel Map 38620). The Applicant will be required to take service from the existing 10-inch steel waterline located within Vineland Street.

The Project has been found to be in compliance with Resolution 2014-05 (see Attachment 3 – Resolution 2014-05) due to the proposed increase in water consumption not exceeding two (2)



EDUs. The impact of this Project on the District's water supply system is minimal. The Applicant will be required to pay all applicable District fees, including front-footage fees, capacity charges (facilities fees), and water service installation charges for the two (2) new services. The Applicant will be required to pay all actual applicable fees in effect at the time of application for service installation. The Applicant will need to secure the necessary approvals from the County of Riverside.

Final meter size will be determined by the Applicant. Fire Flow requirements will be determined by the County of Riverside Fire Department and said requirements will dictate actual required Fire Hydrant Fire Flows and residential fire sprinkler requirements for the residence(s).

### **Conditions**

1. The Applicant shall conform to all District requirements and all County of Riverside requirements.
  - a. Land use of the existing parcel is currently zoned agricultural; the Applicant's intent for the Project is to convert to single-family residential (SFR). Therefore, the maximum consumption for each of the three (3) proposed lots shall not exceed 1 EDU each (3 EDUs total for the Project).
  - b. Should the Project develop without a land use change to SFR, any proposed consumption greater than 1 EDU (for each parcel) shall require Board of Directors approval in order to remain in conformance with Resolution 2014-05.
2. To minimize the use of potable water, the District requires the applicant conform to the County of Riverside Landscaping Ordinances which pertain to water efficient landscape requirements and the following:
  - a. Landscaped areas which have turf, shall have "smart irrigation controllers" which use Evapotranspiration (ET) data to automatically control the watering. Systems shall have an automatic rain sensor to prevent watering during and shortly after rainfall and automatically determine watering schedule based on weather conditions, and not require seasonal monitoring changes. Orchard areas, if any, shall have drip irrigation.
  - b. Landscaping in non-turf areas should be drought tolerant consisting of planting materials native to the region. Irrigation systems for these areas should be drip or bubbler type.
  - c. The County of Riverside Landscape Ordinance requires no turf within the front yards of all residences. This is a requirement as set forth by County ordinance and said landscaping shall not be modified by either the Developer and/or the Homeowner. Specifically, the District will provide service so long as no turf is installed within the front yards as set forth in said County of Riverside's Landscape Ordinance.
  - d. The District will provide service so long as landscape areas are not installed with, converted to, or modified to non-functional turf as set forth in the County of Riverside's Landscape Ordinance.



**Fiscal Impact**

None. All fees and deposits will be paid by the Applicant prior to providing service.

**Attachments**

Attachment 1 – Vicinity Map

Attachment 2 – Tentative Parcel Map 38620

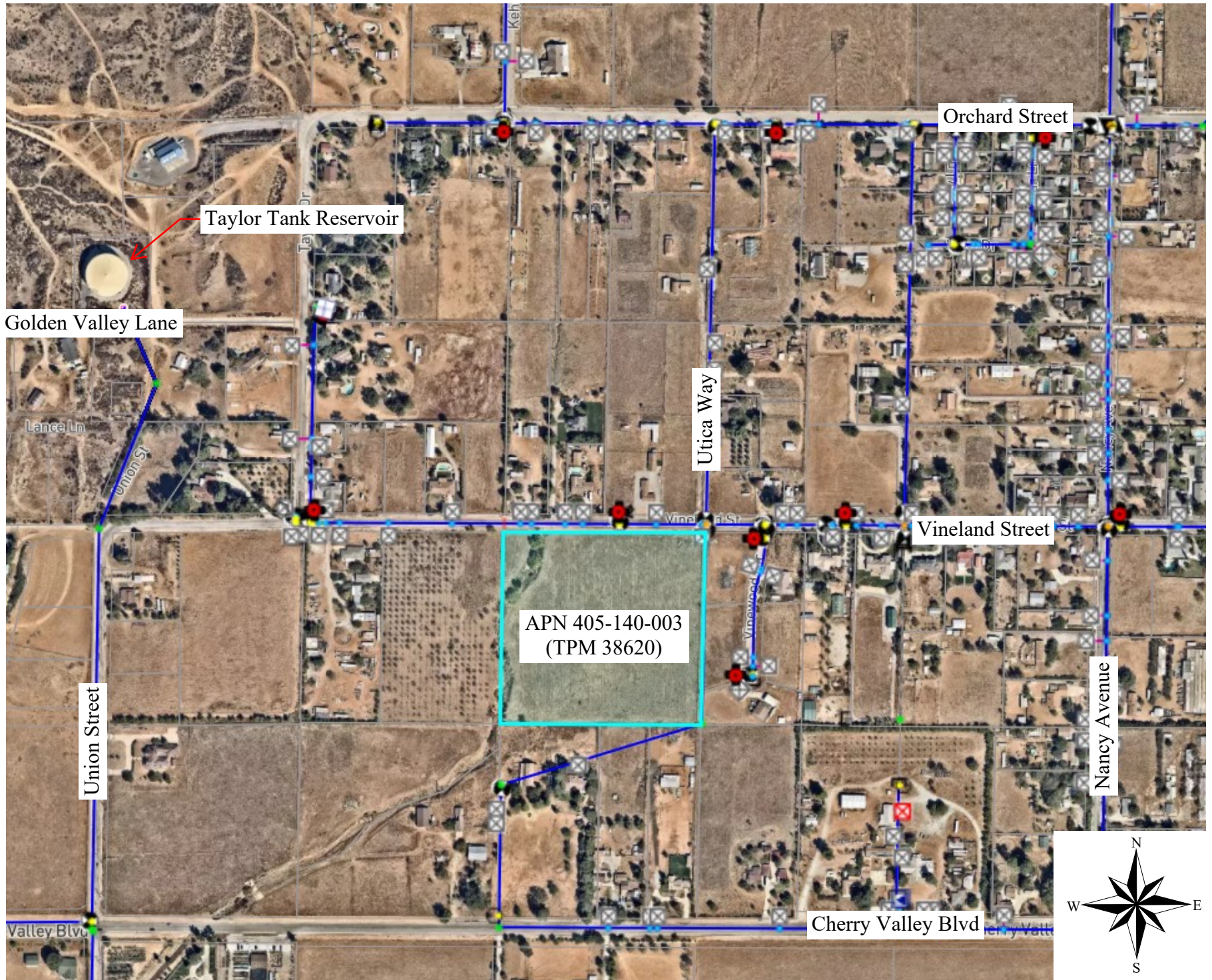
Attachment 3 – Resolution 2014-05

Attachment 4 – Application for Water Service for Riverside County APN No 405-140-003

Prepared by Evan Ward, Civil Engineering Assistant



# Attachment 1 - Vicinity Map



Taylor Tank Reservoir

Golden Valley Lane

Orchard Street

Utica Way

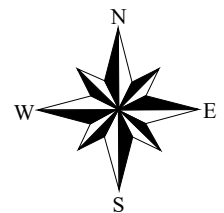
Vineland Street

APN 405-140-003  
(TPM 38620)

Nancy Avenue

Union Street

Cherry Valley Blvd





# Attachment 2 - Tentative Parcel Map No. 38620

**LEGAL DESCRIPTION**  
 LOT 3 IN BLOCK 8 OF CHERRY VALLEY WEST ADDITION, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 6, PAGE 36 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPTING AN UNDIVIDED 1/2 INTEREST IN AND TO ALL OIL AND MINERAL RIGHTS, AS RESERVED IN THE DEED FROM CHARLES PORTER AND WIFE TO JOHN R. NEEN AND WIFE, DATED MAY 4, 1925 AND RECORDED MAY 15, 1925 IN THE OFFICE OF THE COUNTY RECORDER OF RIVERSIDE COUNTY, CALIFORNIA.

**EASEMENTS**  
 THERE ARE NO EASEMENTS OF RECORD AFFECTING THE SUBJECT PROPERTY.

## IN THE UNINCORPORATED AREA OF CHERRY VALLEY, RIVERSIDE COUNTY, STATE OF CALIFORNIA TENTATIVE PARCEL MAP NO. 38620

BEING A SUBDIVISION OF LOT 3 IN BLOCK 8 OF CHERRY VALLEY WEST ADDITION, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 6, PAGE 36 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

**GENERAL NOTES**

1. ADDRESS: 36248 VINELAND STREET BEAUMONT, CA 92223
2. APN: 405-140-003
3. CURRENT ZONING: A-1 (LIGHT AGRICULTURE)
4. PROPOSED ZONING: A-1 (LIGHT AGRICULTURE)
5. SETBACKS:  
 -FRONT YARD: 20 FEET  
 -SIDE YARD: 5 FEET  
 -REAR YARD: 10 FEET
6. THE OWNER LISTED ON THIS MAP IS THE SOLE OWNER OF THE PARCEL BEING SUBDIVIDED.
7. ORIGINAL PARCEL SIZE: 9.93 ACRES (GROSS) 9.48 ACRES (NET)
8. PARCEL 1: 135,971 S.F., 3.12 ACRES (NET)
9. PARCEL 2: 138,501 S.F., 3.18 ACRES (NET)
10. PARCEL 3: 138,506 S.F., 3.18 ACRES (NET)

**OWNER/APPLICANT**

DAR MANARANG  
 1585 TEDMAR AVENUE  
 ANAHEIM, CA 92802  
 EMAIL: DAR.MANARANG@HOTMAIL.COM

**LAND SURVEYOR/CIVIL ENGINEER**

HILLWIG-GOODROW, INC.  
 31419 OUTER HIGHWAY 10, SUITE 1-200  
 REDLANDS, CA 92373  
 PHONE: 909-794-2673  
 EMAIL: HIG@HILLWIG-GOODROW.COM

**UTILITY PROVIDERS**

ELECTRIC: SOUTHERN CALIFORNIA EDISON  
 WATER: BEAUMONT CHERRY VALLEY WATER DISTRICT  
 SEPTIC: ON-SITE TREATMENT AND DISPOSAL SYSTEM  
 COMMUNICATIONS: SPECTRUM  
 GAS: SOUTHERN CALIFORNIA GAS  
 SCHOOL DISTRICT: BEAUMONT UNIFIED

**FLOOD ZONE**

ACCORDING TO FEMA FIRM MAP NUMBER 0606500855, EFFECTIVE AUGUST 28, 2008, THE SUBJECT PROPERTY IS LOCATED IN ZONE X (AREAS DETERMINED TO BE OF MINIMAL FLOOD HAZARD)

**BENCHMARK**

THE BENCHMARK FOR THIS SURVEY IS CONTINUOUS OPERATING REFERENCE STATION "PS84", ELEVATION 2531.21' (NAVD 88.)

THIS IS A CONTINUOUS GPS STATION AND IS PART OF THE CALIFORNIA SPATIAL REFERENCE CENTER SURVEY COMPUTED 11-11-17 FOR THE CALIFORNIA DEPARTMENT OF TRANSPORTATION. VERTICAL DATUM IS TO THE GEODETIC REFERENCE POINT (GPR). THE ANTENNA IS A TRIMBLE CHOKER RING WITH SOT DOME. TRUE VERTICAL ANTENNA HEIGHT IS FROM THE GEODETIC REFERENCE POINT TO THE BOTTOM OF THE ANTENNA PRE-AMP (BPA) AND IS 0.027 FEET.

**BASIS OF BEARINGS:**

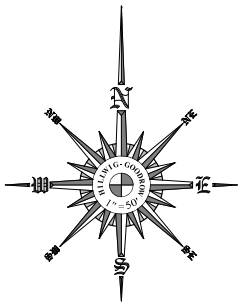
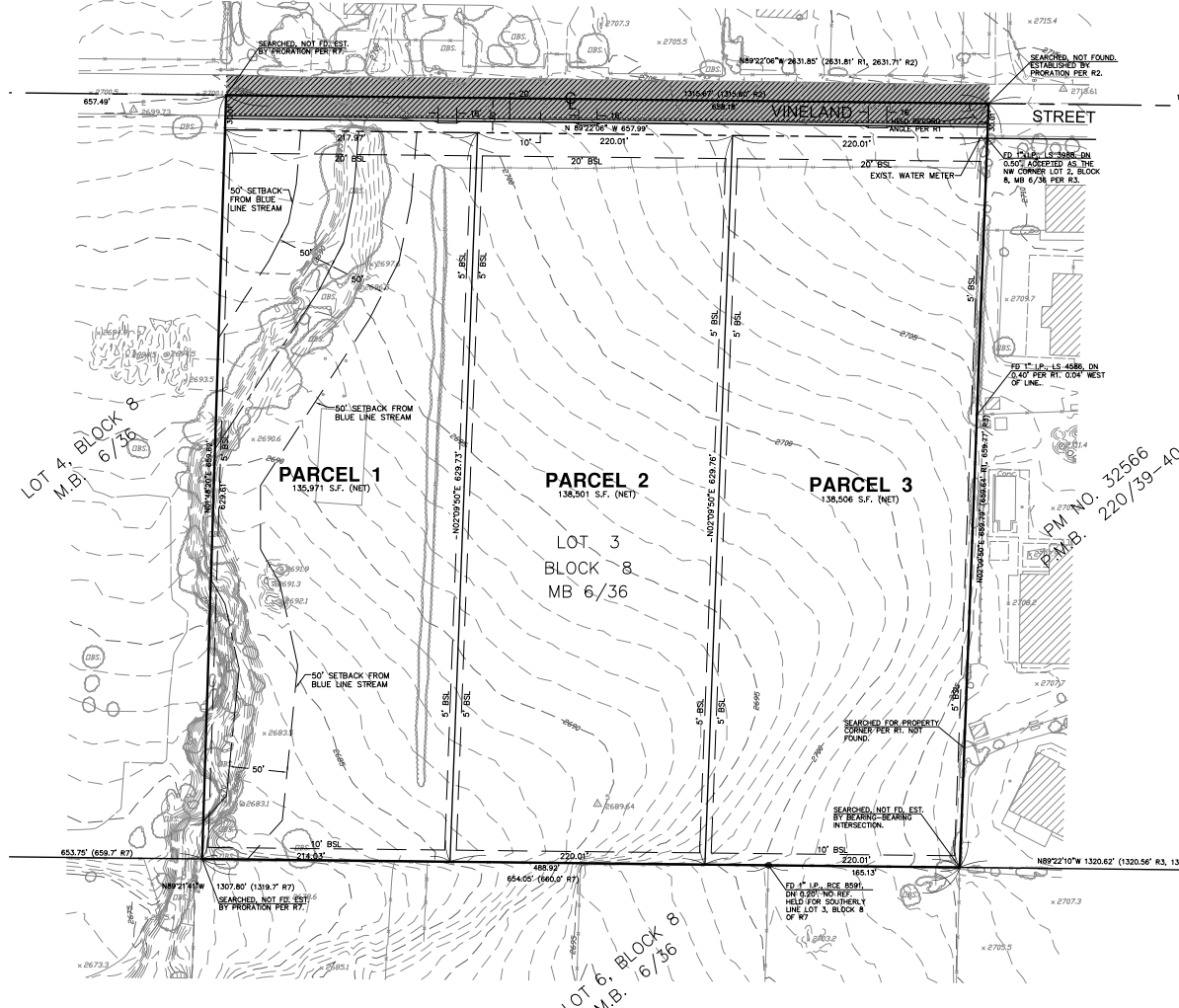
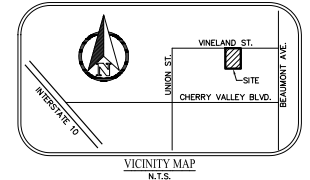
THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CALIFORNIA STATE PLANE COORDINATE SYSTEM, ZONE 6, CONSTRAINED LOCALLY BETWEEN CONTINUOUS GPS STATIONS PS84 & SOPS. SAID BEARING IS N84°58'40"E (NAD83(2011) 2017.50 EPOCH.)

**SURVEYOR'S NOTES:**

- R1 INDICATES RECORD DATA PER PARCEL MAP NO. 32566, FMB 220/39-40
- R2 INDICATES RECORD DATA PER PARCEL MAP NO. 8821, FMB 46/16-17
- R3 INDICATES RECORD DATA PER PARCEL MAP NO. 21391, FMB 139/69-70
- R4 INDICATES RECORD DATA PER RECORD OF SURVEY 142/AD
- R5 INDICATES RECORD DATA PER RECORD OF SURVEY 120/99
- R6 INDICATES RECORD DATA PER PARCEL MAP NO. 29524, FMB 209/20-21
- R7 INDICATES RECORD DATA PER CHERRY VALLEY ADDITION, MB 6/36

**LEGEND**

- AC PAVEMENT
- AC REMOVAL AND REPLACEMENT
- SLURRY OVERLAY



An Original Map Product Contains An Embossed Seal In This Area	Revisions:	Seal:	Prepared under the Supervision of:		<b>HILLWIG - GOODROW, INC.</b> Land Surveying - GPS Surveys - Aerial Mapping 31419 Outer Highway 10, Ste. 1-200 Redlands, CA 92373 • (909) 794-2673	TENTATIVE PARCEL MAP NO. 38620 APN 405-140-003 - CHERRY VALLEY, CA PREPARED FOR: DAR MANARANG, LLC 1585 TEDMAR AVENUE ANAHEIM, CA 92802-1340	Sheet No. 1 OF 1 SHEET FILE NO. 1037-01
	No.   Date   By   Description   Approved   _____						



# Attachment 3 - Resolution 2014-05

## 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.

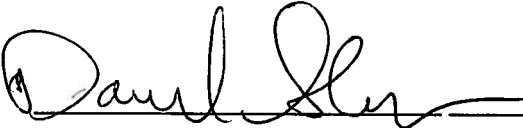
ADOPTED AND APPROVED this 8th day of October, 2014



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

Cust # 66641

# Attachment 4 - Application for Water Service for Riverside County APN No. 405-140-003



## BEAUMONT CHERRY VALLEY WATER DISTRICT

560 Magnolia Avenue • PO Box 2037  
Beaumont, CA 92223-2258  
Phone (951) 845-9581  
www.bcvwd.org

Will Serve Request       Water Supply Assessment (SB210)

Applicant Name: <b>Dar Manarang LLC</b>	Contact Phone # <b>714-737-6359</b>
Mailing Address: <b>1585 Tedmar Avenue</b>	Fax #:
City: <b>Anaheim</b>	E-mail: <b>dar.manarang@hotmail.com</b>
State & Zip: <b>CA 92802</b>	
Service Address: <b>38249 Vineland Street Beaumont, CA 92223</b>	
Assessor's Parcel Number (APN), Tract Map No. Parcel Map No.: <b>405-140-003</b>	
Project Type: <input type="checkbox"/> Single-Family <input type="checkbox"/> Multi-Family <input type="checkbox"/> Commercial/Industrial <input checked="" type="checkbox"/> Minor Subdivision (5 lots or less) <input type="checkbox"/> Major subdivision (6+ lots) <input type="checkbox"/> Other	
Site Map Attached: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

The letter should be delivered to:

Recipient: Hillwig-Goodrow, Inc.  
brad@hillwig-goodrow.com

PLEASE CHOOSE ONE:

- Mail (above address)       E-mail  
 Fax       Will pick up

The District reserves the right to impose terms and conditions in Will Serve Letters and/or Water Supply Assessment Reports that take into account water availability issues, conservation issues and the District's existing facilities, all of which impact the District's ability to provide service to the subject property and maintain the District's ability to meet existing water demands.

*Dar Manarang, manager*  
Applicant's Signature

6-21-2022  
Date



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

**Item 15**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **2017 Replacement Pipelines Project – Pipeline 1 (P-3620-0012) Replacement Project Cost Update and Notice of Completion**

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**Staff Recommendation**

Authorize the General Manager to file the Notice of Completion for the 2017 Water Pipeline Replacement Project – Pipeline 1 (P-3620-0012) with the Riverside County Assessor – County Clerk – Recorder.

**Background**

In early 2018, the Board of Directors approved the design and construction of the 2017 Replacement Pipelines Project, which included the following:

- **Pipeline 1 (P-3620-0012)** – Consists of approximately 2,200 linear feet (LF) of cement mortar lined ductile iron pipe (DIP), plus various laterals, valves, connections, and appurtenances along Avenida Altejo Bella and Avenida Miravilla.
- **Pipeline 2 (P-3620-0015)** – Consists of approximately 2,470 LF of 8” DIP, plus various laterals, valves, connections, and appurtenances along Appletree Lan and Oak Glen Road.
- **Pipeline 3 (P-2750-0069)** – Consists of approximately 743 LF of 8” DIP, plus various laterals, valves, connections, and appurtenances along the alley between Egan Avenue and California Avenue, from 5<sup>th</sup> Street to 7<sup>th</sup> Street.

The improvement plans for the 2017 CIP Water Pipeline Replacement Project (Project) were completed and approved by District staff in June 2021. Subsequently, District staff solicited bids for work associated with Pipeline 1 in June 2022. The District awarded a contract at the July 13, 2022 Board Meeting and in July 2022, the District executed a contract with Merlin Johnson Construction, Inc. (Merlin Johnson) for construction services (labor and equipment) with District-supplied materials in an amount of \$371,990.00.

Construction of Pipeline 1 commenced in August 2022. Pipeline 1 construction was completed at the end of October 2022 and the remaining pavement repair was completed by the District's pavement contractor in November 2022. District staff has been fully invoiced for all work associated with Pipeline 1.

**Summary**

The original Project was identified in the District's CIP with a budget of \$272,210. As design for the Project progressed, the overall replacement pipeline length for the Project increased from 900



LF to approximately 2,200 LF. In July 2022, the Board of Directors approved additional funding for the Project in the amount of \$395,000 which resulted in a total allocated budget of \$667,210. Table 1 identifies the summarized Project costs associated with Pipeline 1.

<b>Table 1 – 2017 Pipeline 1 - Total Project Costs</b>	
<b><i>District Supplied Items &amp; Description</i></b>	<b><i>Total Costs</i></b>
District Staff Labor (2017 – 2022)	\$28,005
<b><i>Design, Bid &amp; Construction Phase Costs</i></b>	<b><i>Total Costs</i></b>
Design & Engineering Services/Misc. Permitting and County Submittals	\$60,299
Potable Pipeline Materials	\$166,085
Bid Solicitation	\$ 1,264
Merlin Johnson Construction – Pipeline 1 Construction (including Change Orders, less 5% retention by the District)	\$357,216
Pavement Repair	\$42,956
<b>Overall Project Costs To Date(Rounded):</b>	<b>\$655,825</b>
<b>Overall Project Approved Budget<sup>(1)</sup>:</b>	<b>\$667,210</b>

(1) The overall Project budget includes costs for design and engineering services and construction.

At this time, District staff is requesting that the Board of Directors authorize the General Manager to file the Notice of Completion for Pipeline 1 with the Riverside County Assessor – Clerk – Recorder.

Attachments

1. 2017 Pipeline Replacement Project (Pipeline 1 – P-3620-0012) Notice of Completion

Staff report prepared by Daniel Baguyo, Civil Engineering Assistant

**NOTICE OF COMPLETION**

To: Riverside County Assessor-County Clerk-Recorder Date: November 25 , 2022  
2720 Gateway Drive  
Riverside, California 92507 Work Order No.: 7456

Owner: Beaumont-Cherry Valley Water District Date of Completion: November 3, 2022  
560 Magnolia Avenue  
Beaumont, California 92223

OWNER'S ESTATE OF INTEREST:

Easement \_\_\_\_\_ Fee Title \_\_\_\_\_ Encroachment Permit \_\_\_\_\_

Other (describe): 8" Ductile Iron Pipe Waterline

CONTRACTOR:

Name: Merlin Johnson Construction, Inc.

Address: P.O. Box 777, Mentone, CA 92359

TITLE OF PROJECT: 2017 WATER PIPELINE REPLACEMENT PROJECT (PIPELINE 1 – P-3620-0012)

DESCRIPTION OF PROJECT: Replacement of 2,200 LF of 8" Ductile iron pipe from Avenida Altejo Bella across private property to Whispering Pines Road in Cherry Valley

DESCRIPTION OF SITE (LOCATION): Avenida Altejo Bella, Whispering Pines Road, Cherry Valley CA

ASSESSOR'S PARCEL NUMBER: 401-190-025, 401-190-041, 401-190-030

Final payment will be made to the above contractor no sooner than thirty-five (35) days from the recording date of this Notice of Completion, except where otherwise provided for by law.

I certify under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20\_\_ at \_\_\_\_\_, California.

BEAUMONT-CHERRY VALLEY WATER DISTRICT

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

**Item 16**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT: Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem**

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**Staff Recommendation**

Evaluate director attendance at upcoming events for possible pre-approval or approval after attendance for compensation and / or expense reimbursement pursuant to Policies 4060 and 4065 and vote to pre-approve any selected activities.

**SAMPLE MOTION:**

*I move that the Board pre-approve the attendance of all directors at these events for purposes of per diem and reimbursement of associated reasonable and necessary expenses per District policy: \_\_\_\_ (list events)*

**Background**

Event attendance is governed by BCVWD Policies and Procedures Manual Part II Policy 4060 Training, Education and Conferences, and Part II Policy 4065 Remuneration / Director Per Diem Fees. Per Government Code 53232.3(d), Directors will either prepare a written report for distribution to the Board or make a verbal report during the next regular meeting of the Board. Directors desiring to attend events not specifically enumerated and preauthorized by BCVWD policy should obtain pre-approval via vote of the Board in order to receive a per diem and/or expense reimbursement.

**Upcoming Events**

*For registration of attendance at any event, Board members should contact the Administrative Assistant.*

Activities and events that are, may already be, or can be voted as pre-approved for per diem and/or expense reimbursement for attendance:



**1 - NEW EVENTS**

DATE / TIME	EVENT	DIRECTOR INTEREST	
Fri. Jan. 13 7:30 - 9:00 am	<b>Beaumont Chamber of Commerce Breakfast</b> Speaker: Jeff Hart, City of Beaumont Public Works Director <b>Noble Creek Community Center – Copper Room</b> 390 W. Oak Valley Parkway, Beaumont \$25 per person Reservation deadline: December 28, 2022 Please advise the Administrative Assistant 8 days in advance if you would like to attend. The Breakfasts are the second Friday of each month. Speakers vary, but information is not generally available in a timely manner	COVINGTON	HOFFMAN
<b>APPROVAL</b>		RAMIREZ	SLAWSON
Preapproved (Table A, 5)		WILLIAMS	

DATE / TIME	EVENT	DIRECTOR INTEREST	
Tue. Jan. 17 10 am – 12 pm	<b>CSDA Webinar: Brown Act: Come for the Basics, Stay for the Updates</b> January 17th, 2023, from 10 am to 12 pm \$ Free Brown Act presentation is geared towards board members and general managers to provide an overview of obligations to the public relative to the open conduct of the public's business, including the new teleconferencing rules effective January 1, 2023.	COVINGTON	HOFFMAN
<b>APPROVAL</b>		RAMIREZ	SLAWSON
Preapproved (Table A Line 8)		WILLIAMS	

DATE / TIME	EVENT	DIRECTOR INTEREST	
Mon. Jan. 30 10 am - 12 pm	<b>CSDA Webinar: Ratepayer Assistance Funding &amp; Water Shut-Off Laws</b> January 30 from 10 am to 12 pm \$ Free CSDA will address the requirements water providers must follow before terminating water service for non-paying customers. The presentation will discuss the importance of having guidelines in place, federal and state programs available to water providers and recent legislation on the subject.	COVINGTON	HOFFMAN
<b>APPROVAL</b>		RAMIREZ	SLAWSON
Preapproved (Table A Line 8)		WILLIAMS	

DATE / TIME	EVENT	DIRECTOR INTEREST	
Thur. Feb. 2 10 am - 12 pm	<b>CSDA Webinar: Ethics AB 1234 Compliance Training</b> February 2, 2023 from 10 am to 12 pm \$ Free State law requires two hours of ethics training every two years and within one year of taking office. The training is also required for certain employees. This webinar will contain examples, recent developments in the law and current guidance from the Fair Political Practice Commission (FPPC).	COVINGTON	HOFFMAN
<b>APPROVAL</b>		RAMIREZ	SLAWSON
Preapproved (Table A Line 8)		WILLIAMS	

DATE / TIME	EVENT	DIRECTOR INTEREST	
Tue. Feb. 14 8:45 am – 12:15 pm	<b>CSDA Webinar: Grassroots Advocacy and Public Outreach Three Part Series</b> \$ Free	COVINGTON	HOFFMAN
<b>APPROVAL</b>	<b>Take Action: Legislative Relations 101</b> 8:45-9:45 am Since the California State Legislatures writes the laws that govern Special Districts, engaging with your legislators and other stakeholders in the Capital is a necessary part of leading your district.	RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A Line 8)	<b>Take Action: Grassroots Advocacy 101</b> 10-11 am Grassroot advocacy mobilizing a legislators constituents to speak out on a particular issue which can be one of the most effective tools for persuading your representatives. <b>Take Action: Media Relations 101</b> 11:15-12:15 pm The media can be an invaluable tool in reaching your audiences and broadening the reach of your message. This webinar will provide relevant information on how to become a powerful voice with your issues.	WILLIAMS	

DATE / TIME	EVENT	DIRECTOR INTEREST	
Feb 26- Mar 1, 2023	<b>CSDA 2023 Special District Leadership Academy La Quinta Embassy Suites La Quinta Hotel &amp; Spa</b> Sunday February 26- March 1, 2023 \$625.00 Early Bird	COVINGTON	HOFFMAN
<b>APPROVAL</b>	Groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely towards a common goal.	RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A Line 13)		WILLIAMS	

DATE / TIME	EVENT	DIRECTOR INTEREST	
Tue. Mar. 21 10 am - 11 am	<b>CSDA Webinar: Intro to Special District Finances for Board Members</b> March 21 from 10 am to 11 am \$ Free	COVINGTON	HOFFMAN
<b>APPROVAL</b>	This course will help you fulfill these responsibilities by providing you with the knowledge and tools you need to gain a better understanding of the flow of a special district's day-to-day transaction, accounting system and financial statements.	RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A Line 8)		WILLIAMS	

## 2 - ON CALENDAR

None

### **Fiscal Impact:**

The fiscal impact will depend on the number of directors attending an event and the event costs.



**Beaumont Chamber  
OF COMMERCE**

# Good Morning Beaumont Breakfast

Friday, January 13, 2023 at 7:30 am

Noble Creek Community Center - Copper Room  
390 W. Oak Valley Parkway, Beaumont

Featuring...

# Jeff Hart

City of Beaumont Public Works Director

Sponsored by...



Limited seating. Prepaid reservations required.  
Pay through our website at [beaumontcachamber.com](http://beaumontcachamber.com)  
or call 951-845-9541 by Wednesday, Jan. 11, 2023.

\$25 Members, \$30 Non-Members  
and those without a reservation, if space available.

Sustaining Members...



*"Building a Better Community,  
One Business at a Time."*



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
December 14, 2022**

**Item 17**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Continued Review of California Drought Conditions, District Urban Water Management Plan and Water Shortage Contingency Plan, BCVWD Resolution 2022-12 Implementing Water Use Restrictions (as amended), and Other Drought Response**

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**Staff Recommendation**

None. Direct staff as desired.

**Background**

At its meeting of April 28, 2022, the Board of Directors adopted Resolution 2022-12 (amended by Resolutions 2022-18 and 2022-23), implementing water use restrictions as outlined in the Water Shortage Contingency Plan and as mandated by the State Water Resources Control Board.

**News**

**Increased Drought forces California to deliver less water to cities**

*The Department of Water Resources announced an initial allocation of 5% of requested supplies for 2023*

ABC News 12/02/2022

<https://abcnews.go.com/US/increased-drought-forces-california-deliver-water-cities/story?id=94351334>

(See Attachment 3)

**Nearly 20% of California Water Agencies Could See Shortages if Drought Persists, State Report Shows**

Los Angeles Times 11/30/2022

<https://www.latimes.com/environment/story/2022-11-30/fifth-of-california-water-agencies-expect-drought-shortages>

**DRIED UP: In California desalination offers only partial solution to growing drought**

The Hill 12/05/2022

<https://thehill.com/policy/equilibrium-sustainability/3756406-dried-up-in-california-desalination-offers-only-partial-solution-to-growing-drought/>

**Before and After: Satellite imaging shows California's reservoir levels years apart**

KTLA News 11/27/2022

<https://ktla.com/news/local-news/before-and-after-satellite-imaging-shows-californias-reservoir-levels-over-time/>

**California Drought Costly to Growers, Jobs as Farmland Shrinks.**

The Sacramento Bee 11/28/2022

<https://www.sacbee.com/news/california/water-and-drought/article269282317.html>



### **California Drought Update**

Save Our Water 11/28/2022

<https://drought.ca.gov/media/2022/11/external-CA-Drought-Update-11.14.2022-final.pdf>

### **Priorities for California's Water**

Public Policy Institute of California 11/1/2022

<https://www.ppic.org/publication/priorities-for-californias-water/>

### **When Water Runs Short, How Do You Get People to Use Their Fair Share?**

New Scientist 11/10/2022

<https://www.newscientist.com/article/2346476-when-water-runs-short-how-do-you-get-people-to-use-their-fair-share/>

### **Resources**

California's Drought Crisis / Cal Matters

<https://calmatters.org/california-drought-water/>

California Drought - USGS

<https://ca.water.usgs.gov/california-drought/>

Quench California (ACWA website)

<https://quenchca.com/>

Pacific Institute – California Drought Conditions and Impacts

<https://www.californiadrought.org/>

California Water Watch – click the link and type in your zip code

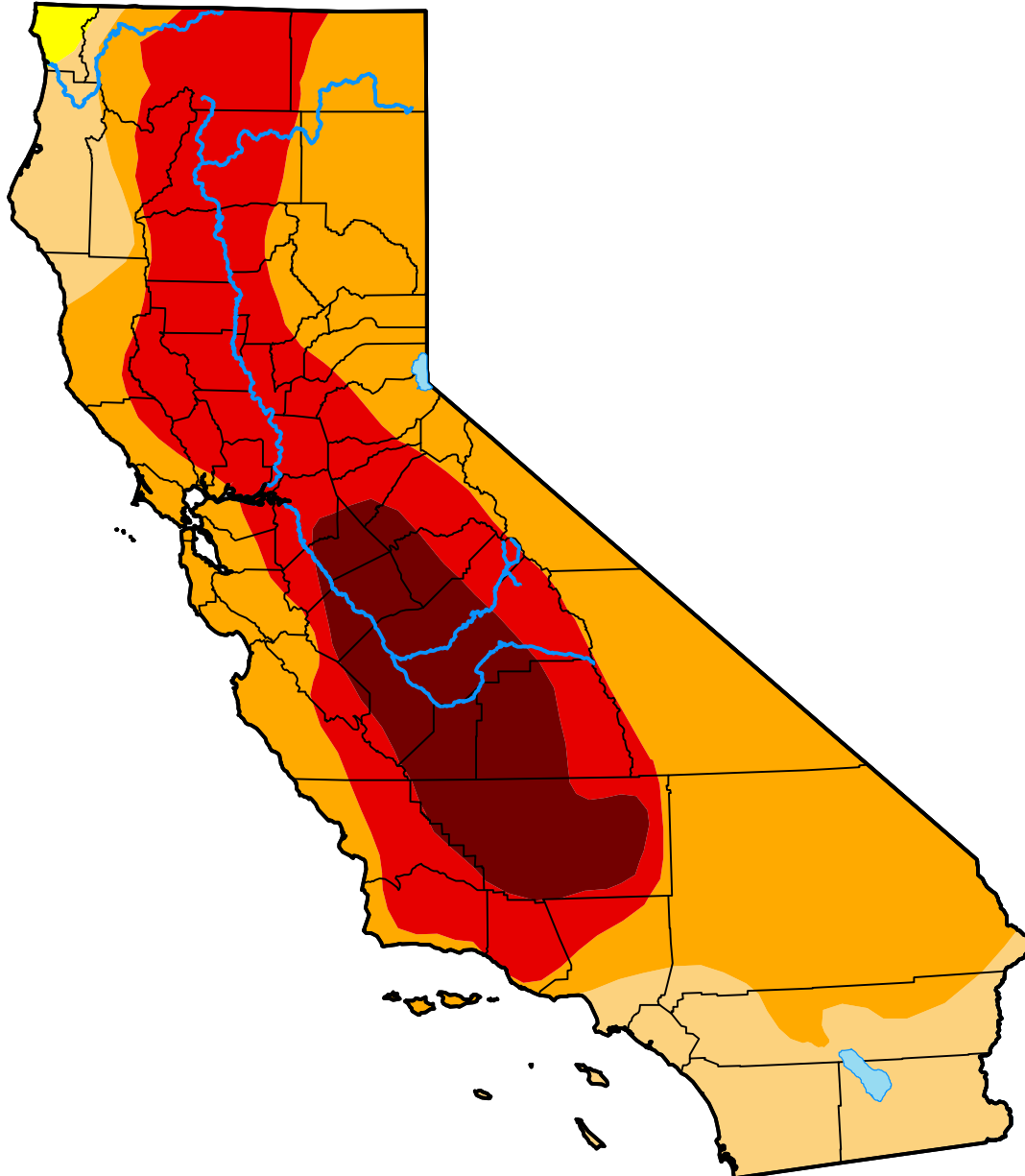
<https://cww.water.ca.gov/>

### **Attachments**

1. California Drought Monitor Map – Nov. 29, 2022
2. Reservoir Conditions – Dec. 2, 2022
3. Department of Water Resources Notice dated 12/1/2022

# U.S. Drought Monitor California

**November 29, 2022**  
(Released Thursday, Dec. 1, 2022)  
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	99.48	84.97	40.92	12.73
<b>Last Week</b> <i>11-22-2022</i>	0.00	100.00	99.48	84.97	40.92	12.73
<b>3 Months Ago</b> <i>08-30-2022</i>	0.00	100.00	99.76	97.52	40.18	16.57
<b>Start of Calendar Year</b> <i>01-04-2022</i>	0.00	100.00	99.30	67.62	16.60	0.84
<b>Start of Water Year</b> <i>09-27-2022</i>	0.00	100.00	99.76	94.01	40.91	16.57
<b>One Year Ago</b> <i>11-30-2021</i>	0.00	100.00	100.00	92.43	80.28	28.27

***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:***

David Simeral  
Western Regional Climate Center



**droughtmonitor.unl.edu**



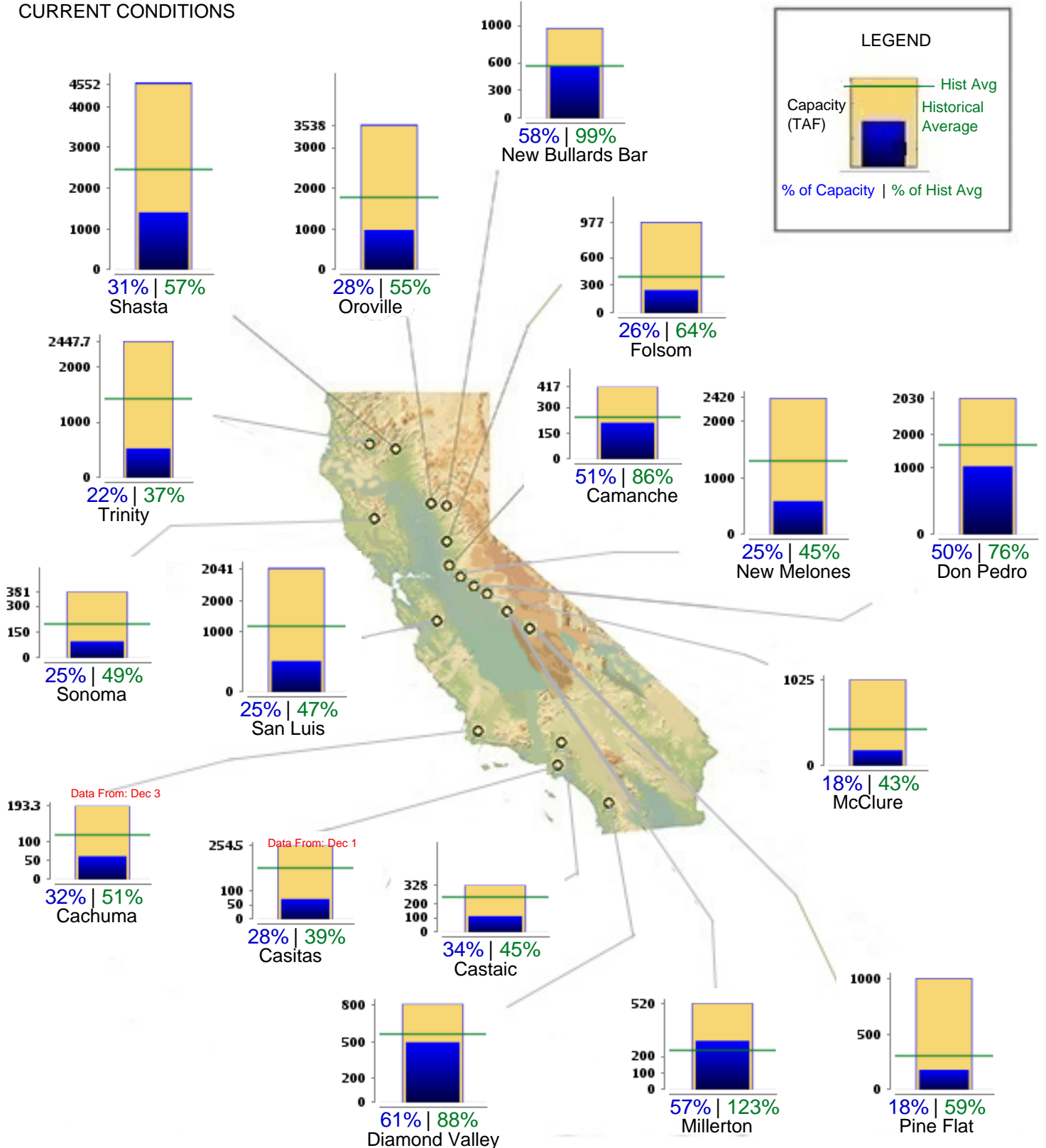


# CURRENT RESERVOIR CONDITIONS

## CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - December 4, 2022

### CURRENT CONDITIONS



Updated 12/05/2022 11:48 AM



**NOTICE TO STATE WATER PROJECT CONTRACTORS****Date: December 1, 2022****Number: 22-04****Subject: State Water Project Initial 2023 Allocation – 5 Percent with SWP Human Health and Safety Needs**

**From:** Tony Meyers Acting for  
**Ted Craddock**  
**Deputy Director, State Water Project**  
**Department of Water Resources**

With the close of Water Year 2022 as critically dry, California has experienced its third consecutive dry year. Entering 2023 with the possibility of another dry year occurring, the Department of Water Resources (DWR) is initially allocating 5 percent of most<sup>1</sup> State Water Project (SWP) contractors requested Table A amounts. DWR is also provisionally allocating additional SWP water to ensure that the SWP contractors can meet their minimum water demands for domestic supply, fire protection, and sanitation (referred to herein as “human health and safety (HH&S) needs”) during the year<sup>2</sup>.

The SWP HH&S allocation is made pursuant to Article 18(a) of the long-term water supply contract between DWR and each of the SWP contractors, and pursuant to the “Guidelines for State Water Project Allocation for Human Health and Safety Needs Pursuant to Article 18a of Water Supply Contracts,” August 31, 2022 (Attachment B). As described in Attachment B, SWP HH&S needs are determined to be no more than 55 gallons per capita per day, consistent with the State Water Resources Control Board emergency curtailment regulations adopted on August 12, 2022.<sup>3</sup>

In determining available SWP supplies, DWR has considered several factors including SWP contractors’ projected 2023 demands, existing storage in SWP conservation

<sup>1</sup> Attachment A presents these initial allocations.

<sup>2</sup> DWR’s provisional allocation for HH&S is subject to the contractors providing substantiating documentation of their unmet HH&S needs and subject to DWR’s confirmation according to the 2023 SWP HH&S Guidelines (Attachment B).

<sup>3</sup> Cal. Code Regs., tit. 23, §§ 877.1(h), 878.1; see also

<https://www.waterboards.ca.gov/drought/delta/docs/2022/20220812-reg-oal-approved.pdf>

facilities, estimates of future runoff under very dry conditions, SWP operational and regulatory requirements from the federal Endangered Species Act and California Endangered Species Act, and water rights obligations under the SWRCB's authority. DWR may revise the SWP allocation if warranted by the year's developing hydrologic conditions and available SWP water supplies.

To develop the 5 percent water delivery schedule, DWR will utilize the 5 percent schedules submitted by the Contractors in October 2022 (as part of initial requests), including any subsequent updates that may have been provided to DWR. DWR will utilize the SWP HH&S needs schedules received from the contractors in November 2022 for the SWP HH&S delivery schedule. If a contractor foresees any changes to their water delivery schedule, please communicate such changes with DWR in a timely manner. Advanced Table A supplies will remain available for those Contractors with that contractual right if the Contractor is not requesting an SWP HH&S Allocation.

If you have any questions or need additional information, please contact John Leahigh, Assistant Division Manager, Water Management, State Water Project Division of Operations and Maintenance, at (916) 902-9876.

Attachment A: 2023 SWP Allocation Table

Attachment B: Guidelines for State Water Project Allocation for Human Health and Safety Needs Pursuant to Article 18a of Water Supply Contracts; August 31, 2022

Attachment A  
2023 STATE WATER PROJECT ALLOCATION

12/1/2022

SWP CONTRACTORS	TABLE A (Acre-Feet)				HH&S (Acre-Feet)
	TABLE A (Acre-Feet)	INITIAL REQUEST (Acre-Feet)	APPROVED ALLOCATION (Acre-Feet)	PERCENT INITIAL REQUEST APPROVED	INITIAL HH&S REQUEST* (Acre-Feet)
	(1)	(2)	(3)	(4) = (3)/(2)	(5)
<b>FEATHER RIVER</b>					
County of Butte	27,500	27,500	3,000	11%	0
Plumas County FC&WCD	2,700	2,700	135	5%	0
City of Yuba City	9,600	9,600	1,440	15%	0
<b>Subtotal</b>	<b>39,800</b>	<b>39,800</b>	<b>4,575</b>		<b>0</b>
<b>NORTH BAY</b>					
Napa County FC&WCD	29,025	29,025	4,354	15%	0
Solano County WA	47,756	47,756	7,164	15%	0
<b>Subtotal</b>	<b>76,781</b>	<b>76,781</b>	<b>11,518</b>		<b>0</b>
<b>SOUTH BAY</b>					
Alameda County FC&WCD, Zone 7	80,619	80,619	4,031	5%	0
Alameda County WD	42,000	42,000	2,100	5%	0
Santa Clara Valley WD	100,000	100,000	5,000	5%	48,806
<b>Subtotal</b>	<b>222,619</b>	<b>222,619</b>	<b>11,131</b>		<b>48,806</b>
<b>SAN JOAQUIN VALLEY</b>					
Oak Flat WD	5,700	5,700	285	5%	0
County of Kings	9,305	9,305	466	5%	51
Dudley Ridge WD	41,350	41,350	2,068	5%	0
Empire West Side ID	3,000	3,000	150	5%	0
Kern County WA	982,730	982,730	49,137	5%	0
Tulare Lake Basin WSD	87,471	87,471	4,374	5%	0
<b>Subtotal</b>	<b>1,129,556</b>	<b>1,129,556</b>	<b>56,480</b>		<b>51</b>
<b>CENTRAL COASTAL</b>					
San Luis Obispo County FC&WCD	25,000	25,000	1,250	5%	0
Santa Barbara County FC&WCD	45,486	45,486	2,275	5%	0
<b>Subtotal</b>	<b>70,486</b>	<b>70,486</b>	<b>3,525</b>		<b>0</b>
<b>SOUTHERN CALIFORNIA</b>					
Antelope Valley-East Kern WA	144,844	144,844	7,243	5%	7,053
Santa Clarita Valley WA	95,200	95,200	4,760	5%	0
Coachella Valley WD	138,350	138,350	6,918	5%	0
Crestline-Lake Arrowhead WA	5,800	5,800	290	5%	0
Desert WA	55,750	55,750	2,788	5%	0
Littlerock Creek ID	2,300	2,300	115	5%	0
Metropolitan WDSC	1,911,500	1,911,500	95,575	5%	195,449
Mojave WA	89,800	89,800	4,490	5%	0
Palmdale WD	21,300	21,300	1,065	5%	0
San Bernardino Valley MWD	102,600	102,600	5,130	5%	0
San Gabriel Valley MWD	28,800	28,800	1,440	5%	0
San Geronio Pass WA	17,300	17,300	865	5%	0
Ventura County WPD	20,000	20,000	1,000	5%	0
<b>Subtotal</b>	<b>2,633,544</b>	<b>2,633,544</b>	<b>131,679</b>		<b>202,502</b>
<b>TOTAL</b>	<b>4,172,786</b>	<b>4,172,786</b>	<b>218,908</b>	<b>5%</b>	<b>251,359</b>

\* DWR's provisional allocation for HH&S is subject to the contractors providing substantiating documentation of their unmet HH&S needs and subject to DWR's confirmation according to the 2023 SWP HH&S Guidelines (Attachment B).