

#### WEST VALLEY WATER DISTRICT 855 W. Base Line Road Rialto, CA

#### NOTICE OF CALL OF AN AGENDA FOR SPECIAL MEETING (Government Code § 54956(a))

PLEASE TAKE NOTICE that the President of Directors of the West Valley Water District has called a Special Meeting of the Board of Directors for

6:00 P.M. on SUNDAY, AUGUST 4, 2019,

at District Headquarters located at 855 W. Base Line Road, Rialto, CA 92376. The only items of business to be considered at this Special Meeting are as set so forth in the following agenda:

# AMENDED SPECIAL MEETING AGENDA

Sunday, August 4, 2019
CLOSED SESSION 6:00 P.M. • OPEN SESSION 6:30 P.M.

"In order to comply with legal requirements for posting of agendas, only those items listed in this NOTICE OF CALL AND AGENDA FOR SPECIAL MEETING will be considered by the Board of Directors."

#### **OPENING CEREMONIES**

Pledge of Allegiance Opening Prayer Call to Order Roll Call of Board Members

ADOPT AGENDA

#### **PUBLIC PARTICIPATION**

Any person wishing to speak to the Board of Directors on matters listed or not listed on the agenda, within its jurisdiction, is asked to complete a Speaker Card and submit it to the District Clerk. Each speaker is limited to three (3) minutes. Under the State of California Brown Act, the Board of Directors is prohibited from discussing or taking action on any item not listed on the posted agenda. Comments related to noticed Public Hearing(s) and Business Matters will be heard during the occurrence of the item.

Public communication is the time for anyone to address the Board on any agenda item or anything under the jurisdiction of the District. No person will be allowed to make comments at any other time in the meeting except if there is a Public Hearing. Also, please remember that no disruptions from the crowd will be tolerated. If someone disrupts the meeting, they will be removed.

#### CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the Board of Directors, Staff Member, or any member of the public request a specific item(s) be removed for separate action.

#### **Consideration of:**

- 1. June 7, 2019 Amended Special Board Meeting Minutes.
- 2. June 20, 2019 Regular Board Meeting Minutes.
- **3.** July 11, 2019 Special Meeting Minutes.
- 4. Receive and File June 2019 Cash Disbursements Report.
- **5.** Authorization to Approve Change Order No. 3 for the Highland Avenue 30-inch Transmission Main Project.
- **6.** Authorization to Approve Change Order No. 1 for Well 41 Ion Exchange Treatment Project.

#### **BUSINESS MATTERS**

#### Consideration of:

- 7. Treasurer Report April 2019.
- **8.** Treasurer Report March 2019.

- **9.** Adopt Resolution No. 2019-19, Approving The Addition Of Delinquent Non-Paid Charges To The Annual Taxes Levied Upon The Property In San Bernardino County.
- **10.** Adopt Resolution 2019-20 Amending Schedule of Charges for the Hourly Labor and Vehicle/Equipment Hourly Rates for Water Service Regulations.
- 11. Approval of payment to Albright, Yee and Schmit, APC for professional services rendered April through June 2019, Invoice No. 25830: \$6,656.81, Invoice No. 25831; \$590.00; Invoice No. 25962; \$2,497.50, and Invoice No. 25963; \$11,458.30.
- **12.** Asset Management: Tyler InCode Integration with Maximo.
- **13.** Asset Management: Maximo Integration with Tyler InCode.
- **14.** Consideration to Elect a Representative to the 2019 California Special Districts Association (CSDA) Board of Directors in the Southern Network, Seat B.
- **15.** Consider Activation Of The West End Water Development, Treatment And Conservation Joint Powers Authority To Execute Regional Projects In The Water Supply Reliability 2025 Program.
- **16.** Approval of Employment Agreement with Crystal Escalera for Board Secretary.
- 17. Approval of Employment Agreement with Clarence Mansell for General Manager.
- **18.** Approval of Employment Agreement with Deborah Martinez for Human Resources and Risk Manager.

# REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).

- Board Members
- Legal Counsel
- General Manager/Staff
  - ❖ 1,716 days without a "Loss Time" claim

#### **UPCOMING MEETINGS**

 August 6, 2019 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:30 PM at 380 E. Vanderbilt Way, San Bernardino, CA

- August 14, 2019 West Valley Water District Engineering, Operations and Planning Committee Meeting at 6:00 PM at the District Headquarters
- August 19, 2019 West Valley Water District Human Resources Committee Meeting at 6:00 PM at the District Headquarters
- August 19, 2019 West Valley Water District External Affairs Committee Meeting at 6:20 PM at the District Headquarters
- August 20, 2019 West Valley Water District Safety and Technology Committee Meeting at 6:00 PM at the District Headquarters
- August 22, 2019 West Valley Water District Board of Directors Special Meeting at 6:30 PM (Closed Session at 6:00 PM) at District Headquarters

#### **CLOSED SESSION**

- CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION Pursuant to paragraph one (1) of subdivision (d) of Government Code Section 54956.9 Case Name: Karen Logue v. West Valley Water District Case No.: CIVDS1818381
- CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION Pursuant to paragraph one (1) of subdivision (d) of Government Code Section 54956.9 Case Name: Kenny Hernandez v. West Valley Water District San Bernardino County Case No.: CS1825805
- CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Number of Cases: Four (4)
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Cal. Gov. Code Section 54957 Title(s): General Manager, Human Resources/Risk Manager and Board Secretary
- CONFERENCE WITH LEGAL COUNSEL PUBLIC EMPLOYEE APPOINTMENT Pursuant to Government Code Section 54957, Title(s): Chief Financial Officer

#### **ADJOURN**

#### **DECLARATION OF POSTING:**

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Agenda at the District Offices on August 3, 2019.

Crystal L. Escalera, Board Secretary

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#### Please Note:

Material related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District's office located at 855 W. Baseline, Rialto, during normal business hours. Also, such documents are available on the District's website at <a href="https://www.wwwd.org">www.wwwd.org</a> subject to staff's ability to post the documents before the meeting.

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in the above-agendized public meeting should be directed to Crystal Escalera, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Escalera may be contacted by telephone at (909) 875-1804 ext. 704, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.



# BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: PUBLIC HEARING - PUBLIC HEALTH GOALS REPORT

#### **BACKGROUND:**

Section 116470(b) of the California Health and Safety Code has required all public water systems with more than 10,000 service connections to prepare a Public Health Goals (PHG) Report by July 1st every three years, beginning in 1998, and must be followed by a public hearing for the purpose of accepting and responding to public comment on the report. This public hearing was noticed as required.

The PHG report contains information concerning the health risks, treatment technologies and treatment costs associated with drinking water contaminants that have exceeded a PHG. PHGs represent the level of a contaminant in drinking water below which there is no known or expected significant risk to health. PHGs are not enforceable and are not required to be met by public water systems. The initial Public Health Goal Report was completed in 1998.

#### **DISCUSSION:**

The 2019 PHG Report has been prepared to address the requirements set forth in California Health and Safety Code Section 116470(b). Attached as **Exhibit B** is the 2019 PHG Report. It is based on water quality analyses performed during calendar years 2016, 2017, and 2018. The 2019 PHG Report is designated to be as informative as possible, without unnecessary duplication of information contained in the Consumer Confidence Report, which distributes to customers by July 1st annually.

There are no regulations that set the requirements or methodology for preparing PHG reports. However, the Association of California Water Agencies (ACWA) has prepared suggested guidelines for water systems to use in preparing PHG reports. The ACWA guidelines were used in the preparation for the 2019 PHG Report and determination of cost estimates for best available treatment technology.

West Valley Water District's water supply complies with all of the health-based drinking water standards and maximum contaminant levels (MCLs) required by the California State Water Resources Control Board (SWRCB) Division of Drinking Water (DDW) and the United States Environmental Protection Agency (USEPA). No additional action is required.

#### **FISCAL IMPACT:**

No fiscal impact.

#### **STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors open Public Hearing to receive comments, close Public Hearing, and accept the 2019 Public Health Goals Report.

Respectfully Submitted,

Clarence C. Mansel

Clarence Mansell Jr, General Manager

CM:jc

#### ATTACHMENT(S):

- 1. Exhibit A California Health and Safety Code 116470 (b) & (c)
- 2. Exhibit B 2019 PHG Report
- 3. Exhibit C Public Notice (SanBernardinoSun\_20190708\_B14)

### **EXHIBIT A**

#### California Health and Safety Code 116470 (b) & (c)

116470(b) On or before July 1, 1998, and every three years thereafter, public water systems serving more than 10,000 service connections that detect one or more contaminants in drinking water that exceed the applicable public health goal, shall prepare a brief written report in plain language that does all of the following:

- (1) Identifies each contaminant detected in drinking water that exceeds the applicable public health goal.
- (2) Discloses the numerical public health risk, determined by the office, associated with the maximum contaminant level for each contaminant identified in paragraph (1) and the numerical public health risk determined by the office associated with the public health goal for that contaminant.
- (3) Identifies the category of risk to public health, including, but not limited to, carcinogenic, mutagenic, teratogenic, and acute toxicity, associated with exposure to the contaminant in drinking water, and includes a brief plainly worded description of these terms.
- (4) Describes the best available technology, if any is then available on a commercial basis, to remove the contaminant or reduce the concentration of the contaminant. The public water system may, solely at its own discretion, briefly describe actions that have been taken on its own, or by other entities, to prevent the introduction of the contaminant into drinking water supplies.
- 116470(c) Public water systems required to prepare a report pursuant to subdivision (b) shall hold a public hearing for the purpose of accepting and responding to public comment on the report. Public water systems may hold the public hearing as part of any regularly scheduled meeting.

# **EXHIBIT B**



# 2019 Public Health Goals Report

Report Prepared by West Valley Water District

#### Introduction

#### **Background**

Starting on July 1, 1998, every public water system serving more than 10,000 service connections is required to prepare a brief written report if one or more contaminants are detected in drinking water that exceed the applicable public health goal (PHG). The PHG Report is required every three years following the initial reporting year in 1998 pursuant to California Health and Safety Code, Section 116470(b) (HSC §116470). PHGs are non-enforceable goals established by the California Environmental Protection Agency's Office of Environmental Health Hazard Assessment (OEHHA). For contaminants that do not have an adopted PHG, HSC §116470 requires the public water system to use the maximum contaminant level goal (MCLG) adopted by the United States Environmental Protection Agency (USEPA).

The purpose of the PHG Report, as stated in HSC §116470, is to:

- 1. Identify each contaminant detected that exceeds the established PHG.
- Disclose the numerical public health risks associated with contaminant levels associated with the maximum contaminant level (MCL) and PHG. Numerical public health risks are determined by OEHHA.
- 3. Identify the category of risk to public health associated with exposure to the contaminant in drinking water.
- 4. Describe the best available technology, if commercially available, that could remove or reduce contaminants that exceeded the PHGs.
- 5. Provide an estimated total cost and cost per customer for implementing the best available technology to reduce the contaminant concentration at a level equal to or below the PHG.
- 6. Describe the action that will be taken by the water system to reduce the contaminant concentration, if any, and the reasoning for that decision.

West Valley Water District (WVWD) has prepared the 2019 PHG Report to comply with the requirements of HSC §116470. Only contaminants that have a primary drinking water standard (PDWS) MCL, were detected at levels above the detection limit for purposes of reporting (DLR), and exceeded a PHG, or MCLG if no PHG is available, are reported. Contaminants that meet theses reporting requirements are included in this report.

#### What are PHGs?

California drinking water standards are established by the USEPA and State Water Resources Control Board's Division of Drinking Water (DDW). MCLs are the highest level of contaminants allowed in drinking water. PDWS MCLs are set as close to PHGs or MCLGs as is economically and technologically feasible, and are set for contaminants that affect health. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

In comparison, PHGs are set by OEHHA and are based solely on health-risk considerations. None of the practical risk-management factors that are considered by the USEPA and DDW in setting MCLs are considered in setting the PHGs. Risk-management factors used in setting MCLs include analytical detection capabilities, available treatment technology, benefits, and costs. PHGs are not enforceable and are not required to be met by any public water system. MCLGs are the federal equivalent to PHGs.

#### Water Quality Data Considered

For the 2019 PHG Report, WVWD has considered and evaluated all water quality data from 2016 to 2018. Summaries of this data can be viewed in the 2016, 2017, and 2018 Consumer Confidence Reports, which were made available to all WVWD customers. Consumer Confidence Reports can be viewed at WVWD's website through the following link https://www.westvalleywaterquality.org/.

#### **Guidelines Followed**

The Association of California Water Agencies (ACWA) formed a workgroup, which prepared guidelines for water utilities to use in preparing PHG reports. ACWA's 2019 PHG Report Guidance for Water Systems document was used in preparation of this report. No guidance was available from state regulatory agencies.

#### Best Available Treatment Technology and Cost Estimates

Both the USEPA and DDW adopt Best Available Technologies (BATs), which are the best-known methods of reducing contaminant levels to the MCL. Costs can be estimated for such technologies. However, since many PHGs and all MCLGs are set much lower than the MCL, it is not always possible or feasible to determine what treatment is needed to further reduce a constituent down to or near the PHG or MCLG, many of which are set at zero. Estimating the costs to reduce a constituent to zero is difficult, if not impossible, because it is not possible to verify by analytical means that the level has been lowered to zero. This is because the DLRs for contaminants can be greater than the PHG or MCLG, meaning that detecting levels of contaminants at concentrations equal to the PHG, MCLG, or to a level of zero is not practical. In some cases, installing treatment to try and further reduce very low levels of one constituent may have adverse effects on other aspects of water quality.

Please note, all cost estimates provided in this report are highly speculative and theoretical, and actual costs can be far greater. Estimated costs include annualized capital and operations and maintenance costs. AWWA's Cost Estimates for Treatment Technologies were used to determine the estimated costs. All costs were estimated based on average water productions from 2016 to 2018 for each of the sources that exceeded a PHG or MCLG.

#### Constituents Detected that Exceed a PHG or MCLG

The following is a discussion of contaminants that were detected in one or more of our drinking water sources at levels above the PHG or MCLG.

#### **Microbiological Contaminants**

#### E. coli

The source of E. coli in water sources can originate from human and animal fecal waste. E. coli is a microbiological contaminant. From 2016 to 2018, WVWD collected between 192 and 240 routine E. coli samples each month. The maximum number of E. coli-positive-routine samples during the three-year period occurred in February of 2016, resulting in two positive samples. All confirmation and repeat samples were negative for E. coli and total coliform. No other positive E. coli samples were collected between 2016 and 2018.

The MCL established for E. coli states that the MCL is exceeded if the following occur:

- 1. An E. coli-positive-repeat sample is collected following a routine sample for total coliform; or
- 2. A total-coliform-positive sample following an E.coli-positive-routine sample is collected.

WVWD is in full compliance with the MCL for E. coli, but at times has exceeded the MCLG. The MCLG for E. coli is zero.

Category of Health Risk

Not applicable.

Numerical Health Risk

Not applicable.

#### **BATs and Estimated Cost**

WVWD currently implements all BATs for microbiological contaminants identified by DDW. These technologies include:

- Protection of wells from coliform contamination by appropriate placement and construction;
- Maintenance of a disinfectant residual throughout the distribution system;
- Proper maintenance of the distribution system; and

• Filtration and/or disinfection of approved surface water, in compliance with California Code of Regulations, Title 22, Section 64650, or disinfection of groundwater.

WVWD conducts sampling of all sources of water and adds chlorine to the water to ensure protection against microbiological contamination. The chlorine residual levels are carefully controlled to provide the best health protection without causing the water to have undesirable taste and odor, or increasing disinfection byproduct levels.

Other equally important measures that we have implemented include an effective cross-connection control program, an effective monitoring and surveillance program, and maintaining positive pressure within the distribution system. WVWD has already taken all steps described by DDW as BAT for E. coli in California Code of Regulations, Title 22, Section 64447. Since all BATs are implemented, estimating costs for implementing BATs is not necessary.

#### **Total Coliform**

Total coliform are naturally present in the environment and can originate from numerous sources. From 2016 to 2018, WVWD collected between 192 and 240 routine total coliform bacteria samples each month. The maximum number of total-coliform-positive samples during the three-year period occurred in February of 2016 and August of 2018, resulting in 3% and 2% total-coliform-positive samples, respectively. All confirmation and repeat samples were negative for total coliform. There were no total-coliform-positive samples collected in 2017.

The MCL established for total coliform bacteria requires that no more than 5% of monthly samples collected during a month result in a positive sample, and the MCLG is set at 0%. WVWD is in full compliance with the MCL for total coliform, but at times has exceeded the MCLG. The reason for the total coliform drinking water standard is to minimize the possibility of pathogens in water, which can cause waterborne diseases. Since total coliform is an indicator of the potential presence of pathogens, it is not possible to set a specific numerical health risk.

Category of Health Risk

Not applicable.

Numerical Health Risk

Not applicable.

#### BATs and Estimated Cost

Total coliform bacteria are an indicator organism that are present in nature and generally not considered harmful. The purpose of total coliform monitoring is to alert water systems that a potential problem could exist requiring further investigation. It is not unusual to have an occasional positive sample. Ensuring a system never gets a positive sample is difficult, if not impossible.

WVWD currently implements all BATs for microbiological contaminants identified by DDW. These technologies include:

- Protection of wells from coliform contamination by appropriate placement and construction;
- Maintenance of a disinfectant residual throughout the distribution system;
- Proper maintenance of the distribution system; and
- Filtration and/or disinfection of approved surface water, in compliance with California Code of Regulations, Title 22, Section 64650, or disinfection of groundwater.

WVWD conducts sampling of all sources of water and adds chlorine to the water to ensure protection against microbiological contamination. The chlorine residual levels are carefully controlled to provide the best health protection without causing the water to have undesirable taste and odor, or increasing disinfection byproduct levels.

Other equally important measures that we have implemented include an effective cross-connection control program, an effective monitoring and surveillance program, and maintaining positive pressure within the distribution system. WVWD has already taken all steps described by DDW as BAT for coliform bacteria in California Code of Regulations, Title 22, Section 64447. Since all BATs are implemented, estimated costs for implementing BATs are not necessary.

#### **Inorganic Contaminants**

#### Arsenic

The source of arsenic in water supplies is mainly from erosion of natural deposits, runoff from orchards, and glass and electronic production wastes. The PHG for arsenic is  $0.004~\mu g/L$  and the MCL is  $10~\mu g/L$ . Arsenic has been detected at levels above the PHG in 4 out of 18 of WVWD's groundwater wells between 2016 and 2018. Detected levels of arsenic were below the MCL at all times. WVWD is in full compliance with arsenic drinking water standards. The maximum arsenic concentrations for the wells were as follows:

- Well 4A 7 μg/L
- Well 5A 3 μg/L
- Well 8A 5 μg/L
- Well 23A 2 μg/L

#### Category of Health Risk

The category of health risk associated with arsenic and the reason that a drinking water standard was adopted for it is that some people who drink water containing arsenic in excess of the MCL over many years may have an increased risk of getting cancer (22 CCR, Appendix 64465-D).

#### Numerical Health Risk

The numerical health risk for arsenic at the PHG of  $0.004 \,\mu\text{g/L}$  is one excess cancer case per million people over a lifetime of exposure. The numerical health risk for arsenic at the MCL of  $10 \,\mu\text{g/L}$  is  $2.5 \,\text{excess}$  cancer cases per  $1,000 \,\text{people}$  over a lifetime of exposure.

#### BATs and Estimated Cost

Based on the California Code of Regulations, Title 22, Article 12 and ACWA's 2019 PHG Report Guidance for Water Systems—BATs for lowering arsenic below the PHG are:

- Ion exchange;
- Blending;
- Coagulation/flocculation; and
- Reverse osmosis.

Since arsenic concentrations are already below the MCL, implementing BAT is not required. The estimated cost to install and operate the BATs for reducing arsenic concentrations below the PHG range from an annual cost of \$136,393.17 to \$2,438,443.71. The annual cost per service connection, or per customer, would range from \$6.39 to \$114.18.

#### **Volatile Organic Compound Contaminants**

#### Tetrachloroethylene (PCE)

The source of Tetrachloroethylene (PCE) in water supplies is mainly from discharge from factories, dry cleaners, and auto shops. The PHG for PCE is  $0.06~\mu g/L$  and the MCL is  $5~\mu g/L$ . PCE has been detected at levels above the PHG in 1 out of 18 of WVWD's groundwater wells between 2016 and 2018. Detected levels of PCE were below the MCL at all times. WVWD is in full compliance with PCE drinking water standards. PCE was detected in Well 17 at a maximum concentration of  $2~\mu g/L$ .

#### Category of Health Risk

The category of health risk associated with PCE and the reason that a drinking water standard was adopted for it is that some people who drink water containing PCE in excess of the MCL over many years may have an increased risk of getting cancer (22 CCR, Appendix 64465-E).

#### Numerical Health Risk

The numerical health risk for PCE at the PHG of 0.06  $\mu$ g/L is one excess cancer case per million people over a lifetime of exposure. The numerical health risk for PCE at the MCL of 5  $\mu$ g/L is eight excess cancer cases per one hundred thousand people over a lifetime of exposure.

#### BATs and Estimated Cost

Based on the California Code of Regulations, Title 22, Article 12 and ACWA's 2019 PHG Report Guidance for Water Systems—BATs for lowering PCE below the PHG are:

- Granular activated carbon; and
- Packed tower aeration.

Since PCE concentrations are already below the MCL, implementing BAT is not required. The estimated cost to install and operate the BATs for reducing PCE concentrations below the PHG range from an annual cost of \$48,980.85 to \$79,382.76. The annual cost per service connection, or per customer, would range from \$2.29 to \$3.72.

#### **Radiological Contaminants**

#### **Gross Alpha Particle Activity**

The source of gross alpha particle activity in water supplies is mainly from the erosion of natural deposits. A PHG for gross alpha particles has not been established. The MCLG for gross alpha particles is 0 pCi/L and the MCL is 15 pCi/L. Gross alpha particles have been detected at levels above the MCLG between 2016 and 2018 in two wells that are part of the Baseline Feeder System, which WVWD operates. Detected levels of gross alpha particles were below the MCL at all times. WVWD is in full compliance with gross alpha particle drinking water standards. The maximum gross alpha particle concentrations for the wells were as follows:

- 9<sup>th</sup> Street North Well 6 pCi/L
- 9<sup>th</sup> Street South Well 6 pCi/L

#### Category of Health Risk

The category of health risk associated with gross alpha particles and the reason that a drinking water standard was adopted for it is that some people who drink water containing gross alpha particles in excess of the MCL over many years may have an increased risk of getting cancer (22 CCR, Appendix 64465-C).

#### Numerical Health Risk

The numerical health risk for gross alpha particles at the MCLG of 0 pCi/L is zero. The numerical health risk for gross alpha particles at the MCL of 15 pCi/L is one excess cancer case per one thousand people over a lifetime of exposure.

#### **BAT and Estimated Cost**

Based on the California Code of Regulations, Title 22, Article 12 and ACWA's 2019 PHG Report Guidance for Water Systems—BAT for lowering gross alpha particle activity below the PHG is reverse osmosis. Since gross alpha particle activity concentrations are already below the MCL, implementing BAT is not required. The estimated cost to install and operate the BAT for reducing gross alpha particle activity concentrations below the PHG range from an annual cost of \$1,591,657.01 to \$13,566,099.86. The annual cost per service connection, or per customer, would range from \$74.53 to \$635.21.

#### **Uranium**

The source of uranium in water supplies is mainly from the erosion of natural deposits. The PHG for uranium is 0.43 pCi/L and the MCL is 20 pCi/L. Uranium has been detected at levels above the PHG between 2016 and 2018 in three wells that are part of the Baseline Feeder System, which WVWD operates. Detected levels of uranium were below the MCL at all times. WVWD is in full compliance with uranium drinking water standards. The uranium concentrations for the wells were as follows:

- 9<sup>th</sup> Street North Well 5.1 pCi/L
- 9<sup>th</sup> Street South Well 3.5 pCi/L
- City of Rialto Well 4A 1.6 pCi/L

#### Category of Health Risk

The category of health risk associated with uranium and the reason that a drinking water standard was adopted for it is that some people who drink water containing uranium in excess of the MCL over many years may have an increased risk of getting cancer (22 CCR, Appendix 64465-C).

#### Numerical Health Risk

The numerical health risk for uranium at the PHG of 0.43 pCi/L is one excess cancer case per million people over a lifetime of exposure. The numerical health risk for uranium at the MCL of 20 pCi/L is five excess cancer case per one hundred thousand people over a lifetime of exposure.

#### BAT and Estimated Cost

Based on the California Code of Regulations, Title 22, Article 12 and ACWA's 2019 PHG Report Guidance for Water Systems—BAT for lowering uranium below the PHG is reverse osmosis. Other BATs exist, however, since the same wells have gross alpha particle activity above the PHG, and only reverse osmosis is listed as a BAT for gross alpha particles, no other BATs were considered. Uranium concentrations are already below the MCL, so implementing BAT is not required. The estimated cost to install and operate the BAT for reducing uranium concentrations below the PHG range from an annual cost of \$1,591,657.01 to \$13,566,099.86. The annual cost per service connection, or per customer, would range from \$74.53 to \$635.21.

#### **Recommendations for Further Action**

WVWD meets all DDW and USEPA drinking water standards to protect public health. Reducing the levels of the contaminants identified in this report, which are already below the MCLs, would require additional treatment processes that are costly. Since contaminant concentrations are already low, the effectiveness of treatment processes to provide any significant reduction to lower values is uncertain. The health protection benefits of these further hypothetical reductions are not at all clear and may not be quantifiable. Therefore, no action is proposed.

# ATTACHMENT A

#### **ATTACHMENT**

Reference: Updated 2012 ACWA Cost of Treatment Table

#### **COST ESTIMATES FOR TREATMENT TECHNOLOGIES**

(INCLUDES ANNUALIZED CAPITAL AND O&M COSTS)

No.	Treatment Technology	Source of Information	Estimated 2012 Unit Cost Indexed to 2018* (\$/1,000 gallons treated)
1	Granular Activated Carbon	Reference: Malcolm Pirnie estimate for California Urban Water Agencies, large surface water treatment plants treating water from the State Water Project to meet Stage 2 D/DBP and bromate regulation, 1998	0.63 - 1.19
2	Granular Activated Carbon	Reference: Carollo Engineers, estimate for VOC treatment (PCE), 95% removal of PCE, Oct. 1994,1900 gpm design capacity	0.29
3	Granular Activated Carbon	Reference: Carollo Engineers, est. for a large No. Calif. surf. water treatment plant ( 90 mgd capacity) treating water from the State Water Project, to reduce THM precursors, ENR construction cost index = 6262 (San Francisco area) - 1992	1.38
4	Granular Activated Carbon	Reference: CH2M Hill study on San Gabriel Basin, for 135 mgd central treatment facility for VOC and SOC removal by GAC, 1990	0.54 - 0.78
5	Granular Activated Carbon	Reference: Southern California Water Co actual data for "rented" GAC to remove VOCs (1,1-DCE), 1.5 mgd capacity facility, 1998	2.47
6	Granular Activated Carbon	Reference: Southern California Water Co actual data for permanent GAC to remove VOCs (TCE), 2.16 mgd plant capacity, 1998	1.60
7	Reverse Osmosis	Reference: Malcolm Pirnie estimate for California Urban Water Agencies, large surface water treatment plants treating water from the State Water Project to meet Stage 2 D/DBP and bromate regulation, 1998	1.85 - 3.55
8	Reverse Osmosis	Reference: Boyle Engineering, RO cost to reduce 1000 ppm TDS in brackish groundwater in So. Calif., 1.0 mgd plant operated at 40% of design flow, high brine line cost, May 1991	4.38
9	Reverse Osmosis	Reference: Boyle Engineering, RO cost to reduce 1000 ppm TDS in brackish groundwater in So. Calif., 1.0 mgd plant operated at 100% of design flow, high brine line cost, May 1991	2.70
10	Reverse Osmosis	Reference: Boyle Engineering, RO cost to reduce 1000 ppm TDS in brackish groundwater in So. Calif., 10.0 mgd plant operated at 40% of design flow, high brine line cost, May 1991	2.92

#### **COST ESTIMATES FOR TREATMENT TECHNOLOGIES**

(INCLUDES ANNUALIZED CAPITAL AND O&M COSTS)

No.	Treatment Technology	Source of Information	Estimated 2012 Unit Cost Indexed to 2018* (\$/1,000 gallons treated)			
11	Reverse Osmosis	Reference: Boyle Engineering, RO cost to reduce 1000 ppm TDS in brackish groundwater in So. Calif., 10.0 mgd plant operated at 100% of design flow, high brine line cost, May 1991	2.26			
12	Reverse Osmosis	Reference: Arsenic Removal Study, City of Scottsdale, AZ - CH2M Hill, for a 1.0 mgd plant operated at 40% of design capacity, Oct. 1991	7.33			
13	Reverse Osmosis	Reference: Arsenic Removal Study, City of Scottsdale, AZ - CH2M Hill, for a 1.0 mgd plant operated at 100% of design capacity, Oct. 1991	4.33			
14	Reverse Osmosis	Reference: Arsenic Removal Study, City of Scottsdale, AZ - CH2M Hill, for a 10.0 mgd plant operated at 40% of design capacity, Oct. 1991	3.24			
15	Reverse Osmosis	2.01				
16	Reverse Osmosis	Reference: CH2M Hill study on San Gabriel Basin, for 135 mgd central treatment facility with RO to remove nitrate, 1990				
17	Packed Tower Aeration	Reference: Analysis of Costs for Radon Removal (AWWARF publication), Kennedy/Jenks, for a 1.4 mgd facility operating at 40% of design capacity, Oct. 1991	1.16			
18	Packed Tower Aeration	Reference: Analysis of Costs for Radon Removal (AWWARF publication), Kennedy/Jenks, for a 14.0 mgd facility operating at 40% of design capacity, Oct. 1991	0.62			
19	Packed Tower Aeration	Reference: Carollo Engineers, estimate for VOC treatment (PCE) by packed tower aeration, without offgas treatment, O&M costs based on operation during 329 days/year at 10% downtime, 16 hr/day air stripping operation, 1900 gpm design capacity, Oct. 1994	0.31			
20	Packed Tower Aeration	Reference: Carollo Engineers, for PCE treatment by Ecolo-Flo Enviro-Tower air stripping, without off-gas treatment, O&M costs based on operation during 329 days/year at 10% downtime, 16 hr/day air stripping operation, 1900 gpm design capacity, Oct. 1994	0.32			
21	Packed Tower Aeration	Reference: CH2M Hill study on San Gabriel Basin, for 135 mgd central treatment facility - packed tower aeration for VOC and radon removal, 1990	0.50 - 0.82			

#### **COST ESTIMATES FOR TREATMENT TECHNOLOGIES**

(INCLUDES ANNUALIZED CAPITAL AND O&M COSTS)

No.	Treatment Technology	Source of Information	Estimated 2012 Unit Cost Indexed to 2018* (\$/1,000 gallons treated)
22	Advanced Oxidation Processes	Reference: Carollo Engineers, estimate for VOC treatment (PCE) by UV Light, Ozone, Hydrogen Peroxide, O&M costs based on operation during 329 days/year at 10% downtime, 24 hr/day AOP operation, 1900 gpm capacity, Oct. 1994	0.61
23	Ozonation	Reference: Malcolm Pirnie estimate for CUWA, large surface water treatment plants using ozone to treat water from the State Water Project to meet Stage 2 D/DBP and bromate regulation, <i>Cryptosporidium</i> inactivation requirements, 1998	0.14 - 0.29
24	Ion Exchange	Reference: CH2M Hill study on San Gabriel Basin, for 135 mgd central treatment facility - ion exchange to remove nitrate, 1990	0.67 - 0.88

<sup>\*</sup>Costs were adjusted from date of original estimates to present, where appropriate, using the Engineering News Record (ENR) annual average building costs of 2018 and 2012. The adjustment factor was derived from the ratio of 2018 Index/2012 Index, or 1.188. For the indexed 2015 costs, please refer to the ACWA PHG Guidance published in March 2016.

### ATTACHMENT B

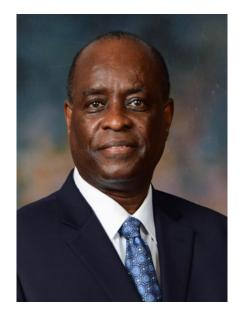
# West Valley Water District

# CONSUMER CONFIDENCE REPORT



SAFE. HIGH QUALITY. RELIABLE.

# A MESSAGE FROM WVWD



Dear Customers,

It is our pleasure to provide you with the 2018 Consumer Confidence Report which highlights all of our water sources and water quality results.

As our District continues to experience record growth, we are best preparing for the customers we have today but also for the customers we will be serving decades from now. As you will read in the Report, the District continues to utilize water sources from various basins including Chino, Bunker Hill, Lytle Creek, North Riverside, and Rialto-Colton. We continued utilizing Surface Water, as well as the State Water Project which both are treated at our Oliver P. Roemer Water Filtration Facility.

In 2018, we completed construction and began operating the Hydro Electric Generation Plant at the Oliver P. Roemer Water Filtration Facility. The new plant will generate an annual revenue of \$339,000 which will offset electricity costs utilizing turbines and generators.

It is our pleasure to continue providing our customers with safe, high quality, and reliable water.

Sincerely,

Clarence Mansell - General Manager, West Valley Water District

#### **BOARD OF DIRECTORS**

**DR. MICHAEL TAYLOR**President, District 2

**KYLE CROWTHER**Vice President, District 1

**DR. CLIFFORD O. YOUNG SR.**Director, District 3

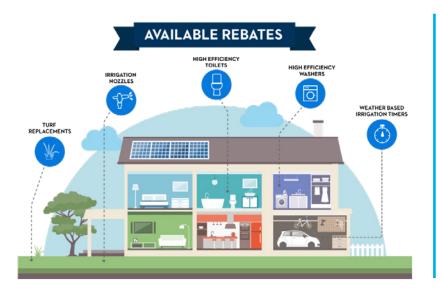
**DON OLINGER**Director, District 4

**GREG YOUNG**Director, District 5

# TABLE OF CONTENTS

#### **WATER SYSTEM INFORMATION**

Contact Information	3
Sources of Water	4
Source Water Assessment	5
Definitions	6
WATER QUALITY RESULTS	
Distribution System	
Baseline Feeder and Groundwater Wells	8
Treatment Plants	10
EDUCATIONAL INFORMATION	
Containments Expected in Drinking Water	13
Contaminant Information	14



\*Schedule a Water Efficiency Survey by contacting our Customer Service Department and utilize our rebate program. (909) 875-1804

#### **Rebates Available:**

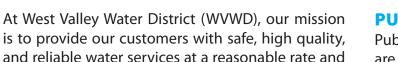
\$50	High Efficiency Toilet
\$100	High Efficiency Washing Machine
\$100	Weather Based Irrigation Controllers
<b>\$1</b> /sq. ft.	Turf Replacement
\$4	High Efficiency Nozzle





in a sustainable manner.





WVWD is a Special District governed by a five-member Board of Directors providing retail water to approximately 83,902 customers. WVWD serves drinking water to portions of Rialto, Colton, Fontana, Bloomington, Jurupa Valley, and an unincorporated area of San Bernardino County.

The goal of our Annual Consumer Confidence Report (CCR) is to inform our customers about the quality of our drinking water, our sources of water, any monitored contaminants found in drinking water, and whether our system meets state and federal drinking water standards. Our water quality data is submitted to the State Water Resources Control Board, Division of Drinking Water (DDW), in order to monitor our compliance for all regulatory standards and assure high quality drinking water is consistently delivered directly to our customers.

#### **CONTACT INFORMATION**

If you have any questions regarding the contents on this report or regarding water quality, please contact Anthony Budicin, Water Quality Supervisor, at (909) 875-1804 ext. 371.





#### **PUBLIC PARTICIPATION**

Public involvement is central to ensuring that we are meeting the highest water supply, water quality, and customer service standards. We welcome your input; please visit our website for ways you can be involved with West Valley Water District.

www.wvwd.org

#### NON-ENGLISH SPEAKING INFORMATION

Este informe contiene información muy importante sobre su agua para beber. Favor de comunicarse West Valley Water District a 855 W. Base Line Rd., Rialto, CA 92376 para asistirlo en español.



West Valley Water District obtains water from both local and imported sources to serve its customers and routinely tests for contaminants from these sources in accordance with Federal and State Regulations.

#### **LOCAL WATER**

#### **GROUNDWATER**

45% of WVWD's water supply is from its own groundwater wells, located in five local basins:

- Chino Basin
- Bunker Hill Basin
- Lytle Creek Basin
- North Riverside Basin
- Rialto-Colton Basin





18% of WVWD's water supply consists of additional groundwater purchased from San Bernardino Valley Municipal Water District through the Base Line Feeder Project. This water also comes from local wells in the Bunker Hill Basin.

#### **SURFACE WATER**

18% of WVWD's water supply is surface water from Lytle Creek in the San Bernardino Mountains. This water is treated through WVWD's Oliver P. Roemer Water Filtration Facility.

#### **IMPORTED WATER**

#### STATE WATER PROJECT

19% of WVWD's water supply is surface water purchased from the State Water Project through San Bernardino Valley Municipal Water District. This water is also treated through WVWD's Oliver P. Roemer Water Filtration Facility.

# **SOURCES OF WATER**

#### **SOURCE WATER ASSESSMENT**

In 2002, WVWD, in partnership with the San Bernardino Valley Water Conservation District, conducted source water assessments of all our drinking water wells. Source water assessments were also completed for both sources of surface water, Lytle Creek and State Water Project, in 2018 and 2017, respectively. No contaminants have been detected above the Maximum Contaminant Levels (MCL) set by the State Water Resources Control Board, however, sources are considered most vulnerable to the following:

- Fecal Coliform and E. Coli Bacteria Heavy recreational activities in both Lytle Creek and Lake Silverwood during warm summer months increase the vulnerability.
- Methyl Tertiary Butyl Ether (MTBE) Sources located near gasoline service stations and underground gas storage tanks are vulnerable.
   A MTBE plume is leaching from the Colton Gasoline Storage Terminal.
- Volatile Organic Chemicals (VOCs) and Synthetic Organic Chemicals (SOCs) - All WVWD groundwater wells were determined to be vulnerable to both VOCs and SOCs.
- Perchlorate Detected at low levels in six groundwater wells (Wells 11, 16, 17, 18A, 41, 42).
   Five of these wells are primary water sources and have treatment systems installed. It is believed that the likely sources for perchlorate originate from former manufactures of rocket fuel/fireworks and fertilizer. Wells 11, 16, 17,

18A and 42 now have ion exchange systems installed for perchlorate removal.

- Nitrate Some groundwater wells are vulnerable.
   Nitrate contamination is the result of leaching septic systems and past citrus farming.
- Cryptosporidium microbial pathogen found in surface water throughout the U.S.





To view completed source water assessments, you may visit our District office located at: 855 W. Base Line Rd., Rialto, CA, 92376 or call (909) 875-1804.

**Maximum Contaminant Level (MCL):** The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

**Maximum Contaminant Level Goal (MCLG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency.

**Public Health Goal (PHG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

**Maximum Residual Disinfectant Level (MRDL):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

**Maximum Residual Disinfectant Level Goal** (MRDLG): The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

**Primary Drinking Water Standard (PDWS):** MCLs and MRDLs for contaminants that affect health, along with their monitoring and reporting requirements, and water treatment requirements.

**Treatment Technique (TT):** A required process intended to reduce the level of a contaminant in drinking water.

**Picocuries per Liter (pCi/L):** Measurement commonly used to measure radionuclides in water.

**Nephelometric Turbidity Unit (NTU):** A measure of clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

**Milligrams per Liter (mg/L):** Or parts per million (ppm) corresponds to 1 penny out of \$10,000.

**Micrograms per Liter (μg/L):** Or parts per billion (ppb) corresponds to 1 penny out of \$10,000,000.

**Nanograms per Liter (ng/L):** Or parts per trillion (ppt) corresponds to 1 penny of \$10,000,000,000.

**Microsiemens per centimeter (μS/cm):** A measure of conductivity.

Threshold Odor Number (TON): A measure of odor.

**Regulatory Action Level (AL):** Concentration of a contaminant which, when exceeded, triggers treatment or other requirements that a water system must follow.

**Running Annual Average (RAA):** The yearly average which is calculated every 3 months using the previous 12 months' data.

**Local Running Annual Average (LRAA):** The RAA at one sample location.

**Disinfection By-Product:** Compounds which are formed from mixing of organic or mineral precursors in the water with ozone, chlorine, or chloramine. Total Trihalomethanes and Haloacetic Acids are disinfection byproducts.

**Secondary Drinking Water Standard (Secondary Standard):** MCLs for contaminants that do not affect health, but are used to monitor the aesthetics of the water.

**Notification Level (NL):** Health-based advisory levels established by the State Board for chemicals in drinking water that lack MCLs.

**90th Percentile:** The value in a data set in which 90 percent of the set is less than or equal to this value. The Lead and Copper Rule uses the 90th percentile to comply with the Action Level.

			DIS	TRIBU	JTION SYS	ТЕМ							
Parameter	Sample Date	Units	MCL	PHG (MCLG)	Result Type	Results	Violation Yes/No	Likely Source of Contamination					
PRIMARY STANDARDS	PRIMARY STANDARDS - Mandatory Health-Related Standards												
Microbiological													
Total Coliform Bacteria	2018	%	5	(0)	Maximum Monthly Positive Samples	2	No	Naturally present in the environment.					
Disinfection Byproduct													
Haloacetic Acids	2018	μg/L	LRAA = 60	N/A	Range Highest LRAA	ND-19 13	No	Byproduct of drinking water disinfection.					
Total Trihalomethanes	2018	μg/L	LRAA = 80	N/A	Range Highest LRAA	ND-75 43	No	Byproduct of drinking water disinfection.					
Chlorine	2018	mg/L	MRDL = 4.0 (as Cl <sub>2</sub> )	MRDLG = 4.0 (as Cl <sub>2</sub> )	Range Highest RAA	0.26-2.20 1.32	No	Drinking water disinfectant added for treatment.					
Lead and Copper													
Lead	2018	μg/L	AL=15	0.2	# of Sites Sampled # of Sites Over AL 90th Percentile (µg/L) # of Schools Sampled	30 0 ND 14	No	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits.					
Copper	2018	mg/L	AL=1.3	0.3	# of Sites Sampled # of Sites Over AL 90th Percentile (mg/L)	30 0 0.12	No	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives.					
SECONDARY STANDAR	DS - Aesthet	ic Stand	dards <sup>1</sup>										
Color	2018	Units	15	N/A	Range Average	ND-5 ND	No	Naturally-occurring organic materials.					
Specific Conductance	2018	μS/ cm	1600	N/A	Range Average	340-540 421	No	Substances that form ions when in water; seawater influence.					
Odor Threshold	2018	TON	3	N/A	Range Average	1-2 1	No	Naturally-occurring organic materials.					
Turbidity	2018	NTU	5	N/A	Range Average	ND-8.3 <sup>2</sup> ND	No	Soil runoff.					
OTHER PARAMETERS													
рН	2018	pH units	No Standard	N/A	Range Average	7.3-8.1 7.8	No	Characteristic of water.					
Total Alkalinity (as CaCO <sub>3</sub> )	2018	mg/L	No Standard	N/A	Range Average	86-200 151	No	Naturally occurring.					
Calcium	2018	mg/L	No Standard	N/A	Range Average	23-85 53	No	Erosion of salt deposits in soil and rock.					
UNREGULATED CONTA	MINANT MO	NITORI	NG³										
Fourth Unregulated Co	ntaminant A	/lonitor	ing Rule (UCMR4	1)									
Haloacetic Acids	2018	μg/L	60	N/A	Range Average	ND-33 9	No	Byproduct of drinking water disinfection.					
HAA6Br⁴	2018	μg/L	N/A	N/A	Range Average	ND-30 12	No	Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.					

HAA9 <sup>5</sup>	2018	μg/L	N/A	N/A	Range Average	ND-53 18	No	Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.
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#### Footnotes:

- ¹ Compliance with secondary standards are based on a annual average. Values above the MCL are acceptable, as long as the average is below the MCL.
- <sup>2</sup> Average of initial sample and confirmation sample were below MCL.
- <sup>3</sup> Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.
- <sup>4</sup> HAA6Br: Bromochloroacetic acid, bromodichloroacetic acid, dibromoacetic acid, dibromochloroacetic acid, monobromoacetic acid, and tribromoacetic acid.
- <sup>5</sup> HAA9: Bromochloroacetic acid, bromodichloroacetic acid, chlorodibromoacetic acid, dibromoacetic acid, dichloroacetic acid, monobromoacetic acid, monochloroacetic acid, tribro moacetic acid, and trichloroacetic acid.

AL - Regulatory Action Level; LRAA - Locational Running Annual Average; MCL - Maximum Contaminant Level; MCLG - Maximum Contaminant Level Goal; MRDL - Maximum Residual Disinfectant Level; MRDLG - Maximum Residual Disinfectant Level Goal; ND - Non-Detected; NL - Notification Level; NR - No Range; N/A - Not Applicable; NTU - Nephelometric Turbidity Units; PHG - Public Health Goal; RAA - Running Annual Average; TON - Threshold Odor Number

BASELINE FEEDER AND GROUNDWATER WELLS										
	Sample			PHG		Re	sults	- Violation		
Parameter	Date <sup>1</sup>	Units	MCL	(MCLG)	Result Type	Baseline Feeder	Wells	Yes/No	Likely Source of Contamination	
PRIMARY STANDARDS - Mandatory Health-Related Standards										
Radiological										
Gross Alpha Particle Activity	2015 2016 2018	pCi/L	15	(0)	Range Average	5.5-5.6 5.6	ND-13.0 4.9	No	Erosion of natural deposits.	
Uranium	2015 2018	pCi/L	20	0.43	Range Average	3.5-5.1 4.3	ND-8.2 2.7	No	Erosion of natural deposits.	
Inorganic Chemicals										
Aluminum	2016 2017 2018	mg/L	1	0.6	Range Average	NR ND	ND-0.072 ND	No	Erosion of natural deposits; residue from some surface water treatment processes.	
Arsenic	2017 2018	μg/L	10	0.004	Range Average	ND-3.2 ND	ND-6.7 ND	No	Erosion of natural deposits; runoff from orchards; glass and electronics production wastes.	
Fluoride	2016 2017 2018	mg/L	2	1	Range Average	0.26-0.77 0.46	0.18-0.41 0.27	No	Erosion of natural deposits; water additive that promotes strong teeth; discharge from fertilizer and aluminum factories.	
Nitrate as Nitrogen	2018	mg/L	10	10	Range Average	2.4-7.5 3.9	1.0-5.7 3.3	No	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits.	
Volatile Organic Chemica	als									
Toluene	2016 2017 2018	μg/L	150	150	Range Average	NR ND	ND-1.7 ND	No	Discharge from petroleum and chemical factories; underground gas tank leaks.	
Trichloroethylene (TCE)	2016 2017 2018	μg/L	5	1.7	Range Average	ND-0.8 ND	NR ND	No	Discharge from metal degreasing sites and other factories.	

Disinfection Byproducts, Disinfectant Residuals, and Disinfection Byproduct Precursors										
Chlorine	2018	mg/L	MRDL = 4.0 (as Cl <sub>2</sub> )	MRDLG = 4.0 (as Cl <sub>2</sub> )	Range Average	0.73-1.73 1.31	N/A N/A	No	Drinking water disinfectant added for treatment.	
SECONDARY STANDARD	S - Aestheti	c Standard	ls²							
Aluminum	2016 2017 2018	μg/L	200	N/A	Range Average	NR ND	ND-72 ND	No	Erosion of natural deposits; residue from some surface water treatment processes.	
Foaming Agents (MBAS)	2016 2017 2018	μg/L	500	N/A	Range Average	ND-90 ND	ND-430 ND	No	Municipal and industrial waste discharges.	
Chloride	2016 2017 2018	mg/L	500	N/A	Range Average	10-20 13	4-25 9	No	Runoff/leaching from natural deposits; seawater influence.	
Color	2018	Units	15	N/A	Range Average	NR ND	0-15 ND	No	Naturally-occurring organic materials.	
Specific Conductance	2016 2017 2018	μS/cm	1600	N/A	Range Average	490-530 510	330-580 417	No	Substances that form ions when in water; seawater influence.	
Iron	2017 2018	μg/L	300	N/A	Range Average	NR ND	ND-120 ND	No	Leaching from natural deposits; industrial wastes.	
Manganese	2017 2018	μg/L	50	N/A	Range Average	NR ND	ND-20 ND	No	Leaching from natural deposits.	
Odor Threshold	2018	TON	3	N/A	Range Average	NR 1	1-2 1	No	Naturally-occurring organic materials.	
Sulfate	2016 2017 2018	mg/L	500	N/A	Range Average	45-51 49	11-54 28	No	Runoff/leaching from natural deposits; industrial wastes.	
Total Dissolved Solids	2016 2017 2018	mg/L	1000	N/A	Range Average	260-360 312	170-330 231	No	Runoff/leaching from natural deposits.	
Turbidity	2018	NTU	5	N/A	Range Average	ND-0.3 ND	ND-6.3 0.4	No	Soil runoff.	
OTHER PARAMETERS										
рН	2016 2017 2018	pH units	No Standard	N/A	Range Average	7.7-8.2 7.9	7.6-8.2 7.8	No	Characteristic of water.	
Total Alkalinity (as CaCO₃)	2016 2017 2018	mg/L	No Standard	N/A	Range Average	180-210 197	140-190 161	No	Naturally occurring.	
Calcium	2016 2017 2018	mg/L	No Standard	N/A	Range Average	66-73 71	46-79 57	No	Erosion of salt deposits in soil and rock.	
Hardness	2016 2017 2018	mg/L	No Standard	N/A	Range Average	210-230 223	140-250 177	No	Hardness is the sum of polyvalent cations present in the water, generally magnesium and calcium. The cations are usually naturally occurring.	
Sodium	2016 2017 2018	mg/L	No Standard	N/A	Range Average	8-16 13	10-23 16	No	Sodium refers to the salt present in the water and is generally naturally occurring.	

UNREGULATED CONTAMINANT MONITORING <sup>3</sup>											
Third Unregulated Contaminant Monitoring Rule (UCMR3)											
Hexavalent Chromium	2018	μg/L	N/A <sup>4</sup>	0.02	Range Average	NR 1.2	ND-3.0 1.0	No	Discharge from electroplating factories, leather tanneries, wood preservation, chemical synthesis, refractory production, and textile manufacturing facilities; erosion of natural deposits.		
Vanadium	2016 2017 2018	μg/L	NL=50	N/A	Range Average	3.8-4.4 4.1	ND-6.0 4.3	No	Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.		
Fourth Unregulated Contaminant Monitoring Rule (UCMR4)											
Manganese	2018	μg/L	50	N/A	Range Average	1.6-6.9 4.3	ND-1.8 1.0	No	Leaching from natural deposits.		

#### Footnotes:

AL - Regulatory Action Level; LRAA - Locational Running Annual Average; MCL - Maximum Contaminant Level; MCLG - Maximum Contaminant Level Goal; MRDL - Maximum Residual Disinfectant Level; MRDLG - Maximum Residual Disinfectant Level Goal; ND - Non-Detected; NL - Notification Level; NR - No Range; N/A - Not Applicable; NTU - Nephelometric Turbidity Units; PHG - Public Health Goal; RAA - Running Annual Average; TON - Threshold Odor Number

	TREATMENT PLANTS													
							Res	ults						
Parameter	Sample Date <sup>1</sup>	Units	MCL	PHG (MCLG)		Fluidized Bed Reactors (FBR)	Oliver P. Roemer Filtration Facility	lon Exchange Arsenic Treatment	lon Exchange Perchlorate Treatment	Violation Yes/No	Likely Source of Contamination			
PRIMARY STAN	PRIMARY STANDARDS - Mandatory Health-Related Standards													
Radiological														
Gross Alpha Particle Activity	2015 2016	pCi/L	15	(0)	Range Avg.	5.7-10.0 7.9	ND-13.0 3.3	NR 8.1	5.4-6.5 6.0	No	Erosion of natural deposits.			
Uranium	2012 2015 2016	pCi/L	20	0.43	Range Avg.	2.1-3.9 3.0	ND-12.0 6.4	NR 1.8	3.4-4.7 3.9	No	Erosion of natural deposits.			
Inorganic Chem	nicals													
Aluminum	2018	mg/L	1	0.6	Range Avg.	NR ND	ND-0.06 ND	NR ND	ND-0.10 ND	No	Erosion of natural deposits; residue from some surface water treatment processes.			
Arsenic	2018	μg/L	10	0.004	Range Avg.	NR ND	ND-2.7 ND	ND-2.9 ND	NR ND	No	Erosion of natural deposits; runoff from orchards; glass and electronics production wastes.			

<sup>&</sup>lt;sup>1</sup>The State allows us to monitor for some contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of our data, though representative, are more than one year old. For sample points that were monitored during the current reporting year, the current reporting year data was used. If a sampling point did not have monitoring data for the reporting year, the most current data was used. Contaminant results are based on the most current data for each sampling point.

<sup>&</sup>lt;sup>2</sup> Compliance with secondary standards are based on a annual average. Values above the MCL are acceptable, as long as the average is below the MCL.

<sup>&</sup>lt;sup>3</sup> Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.

 $<sup>^4</sup>$  There is currently no MCL for hexavalent chromium. The previous MCL of 10  $\mu$ g/L was withdrawn on September 11, 2017.

Fluoride	2017 2018	mg/L	2	1	Range Avg.	0.25-0.33 0.30	ND-0.45 0.26	NR 0.25	0.18-0.27 0.23	No	Erosion of natural deposits; water additive that promotes strong teeth; discharge from fertilizer and aluminum factories.
Nitrate as Nitrogen	2018	mg/L	10	10	Range Avg.	NR ND	ND-0.6 ND	5.1-6.7 5.9	ND-9.6 5.2	No	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits.
Volatile Organi	c Chemic	als									
Methyl-tert-butyl ether (MTBE)	2017 2018	μg/L	13	13	Range Avg.	NR ND	NR ND	NR 4.4	NR ND	No	Leaking underground storage tanks; discharge from petroleum and chemical factories.
Tetrachloro- ethylene (PCE)	2017 2018	μg/L	5	0.06	Range Avg.	NR ND	NR ND	NR ND	ND-2.00 0.65	No	Discharge from factories, dry cleaners and auto shops (metal degreaser).
Disinfection Byproducts (DBP) and Disinfection Byproduct Precursors											
Total Trihalomethanes	2017 2018	μg/L	80	N/A	Range Avg.	NR ND	4-34 18	ND ND	ND ND	No	Byproduct of drinking water disinfection.
Haloacetic Acids	2018	μg/L	60	N/A	Range Avg.	NR ND	ND-9 4	N/A N/A	N/A N/A	No	Byproduct of drinking water disinfection.
Control of DBP Precursors Total Organic Carbon	2018	mg/L	тт	N/A	Range Avg.	ND-4.5 0.9	0.3-2.5 1.0	N/A N/A	N/A N/A	No	Various natural and manmade sources.
SECONDARY ST	ANDARD	S - Aestl	netic Stanc	dards <sup>2</sup>							
Aluminum	2017 2018	μg/L	200	N/A	Range Avg.	NR ND	ND-63 ND	NR ND	ND-96 ND	No	Erosion of natural deposits; residue from some surface water treatment processes.
Chloride	2017 2018	mg/L	500	N/A	Range Avg.	4.3-9.2 6.2	3.7-80.0 32.9	NR 15.0	6.3-130.0 47.6	No	Runoff/leaching from natural deposits; seawater influence.
Color	2018	Units	15	N/A	Range Avg.	NR ND	ND-10 5	NR ND	NR ND	No	Naturally-occurring organic materials
Specific Conductance	2017 2018	μS/cm	1600	NA	Range Avg.	320-350 337	360-420 390	NR 440	390-560 450	No	Substances that form ions when in water; seawater influence.
Iron	2017 2018	μg/L	300	N/A	Range Avg.	ND-320 <sup>3</sup> ND	NR ND	ND-220 ND	NR ND	No	Leaching from natural deposits; industrial wastes.
Manganese	2018	μg/L	50	N/A	Range Avg.	NR ND	ND-28 ND	NR ND	NR ND	No	Leaching from natural deposits.
Odor - Threshold	2018	TON	3	N/A	Range Avg.	1-2 1	NR 1	NR 1	1-2 1	No	Naturally-occurring organic materials
Sulfate	2017 2018	mg/L	500	N/A	Range Avg.	12-19 14	26-35 31	NR 29	1-23 15	No	Runoff/leaching from natural deposits; industrial wastes.
Total Dissolved Solids	2017 2018	mg/L	1000	N/A	Range Avg.	180-250 207	210-250 230	NR 240	210-310 247	No	Runoff/leaching from natural deposits.
Turbidity	2018	NTU	5	N/A	Range Avg.	ND-1.8 ND	0.5-0.7 0.6	ND-1.1 0.1	ND-0.3 0.1	No	Erosion of natural substances that cause suspended particles.
OTHER PARAME	TERS										
рН	2017 2018	pH units	No Standard	N/A	Range Avg.	7.3-8.0 7.8	6.3-8.8 7.1	7.0-8.9 7.9	7.6-7.9 7.8	No	Characteristic of water.
Total Alkalinity (as CaCO <sub>3</sub> )	2017 2018	mg/L	No Standard	N/A	Range Avg.	130-170 155	62-170 120	NR 150	84-160 131	No	Naturally occurring.
							•	•			·

# **WATER QUALITY RESULTS**

Calcium	2017 2018	mg/L	No Standard	N/A	Range Avg.	41-48 45	19-53 36	NR 62	57-74 63	No	Erosion of salt deposits in soil and rock.
Hardness	2017 2018	mg/L	No Standard	N/A	Range Avg.	37-200 162	87-170 129	NR 180	170-220 187	No	Hardness is the sum of polyvalent cations present in the water, generally magnesium and calcium. The cations are usually naturally occurring.
Sodium	2017 2018	mg/L	No Standard	N/A	Range Avg.	10-14 12	9-44 27	NR 17	12-17 15	No	Sodium refers to the salt present in the water and is generally naturally occurring.
DETECTION OF	UNREGU	LATED C	ONTAMIN	ANTS4							
Third Unregula	ted Conta	minant	Monitorin	g Rule (l	JCMR3)						
Hexavalent Chromium	2017 2018	μg/L	N/A <sup>5</sup>	0.02	Range Avg.	ND-1.9 1.6	ND-0.2 0.1	NR 1.3	ND-2.9 1.8	No	Discharge from electroplating factories, leather tanneries, wood preservation, chemical synthesis, refractory production, and textile manufacturing facilities; erosion of natural deposits.
Vanadium	2016 2017 2018	μg/L	NL=50	N/A	Range Avg.	ND-5.3 ND	ND-3.8 ND	NR 4.8	ND-5.7 4.3	No	Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.
Fourth Unregu	lated Con	taminar	nt Monitori	ing Rule	(UCMR4)	)	<u>'</u>				
Bromide <sup>6</sup>	2018	μg/L	N/A	N/A	Range Avg.	N/A N/A	ND-260 103	N/A N/A	N/A N/A	No	Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.
Total Organic Carbon <sup>6</sup>	2018	μg/L	N/A	N/A	Range Avg.	N/A N/A	ND-3600 1475	N/A N/A	N/A N/A	No	Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.

#### Footnotes:

<sup>&</sup>lt;sup>1</sup>The State allows us to monitor for some contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of our data, though representative, are more than one year old. For sample points that were monitored during the current reporting year, the current reporting year data was used. If a sampling point did not have monitoring data for the reporting year, the most current data was used. Contaminant results are based on the most current data for each sampling point.

<sup>&</sup>lt;sup>2</sup> Compliance with secondary standards are based on annual average. Values above the MCL are acceptable, as long as the average is below the MCL.

 $<sup>^{\</sup>rm 3}$  Annual average below MCL; meets state requirements.

<sup>&</sup>lt;sup>4</sup> Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.

 $<sup>^{5}</sup>$  There is currently no MCL for hexavalent chromium. The previous MCL of 10  $\mu$ g/L was withdrawn on September 11, 2017.

<sup>&</sup>lt;sup>6</sup> Reported results reflect raw influent prior to treatment.

AL - Regulatory Action Level; LRAA - Locational Running Annual Average; MCL - Maximum Contaminant Level; MCLG - Maximum Contaminant Level Goal; MRDL - Maximum Residual Disinfectant Level Goal; ND - Non-Detected; NL - Notification Level; NR - No Range; N/A - Not Applicable; NTU - Nephelometric Turbidity Units; PHG - Public Health Goal; RAA - Running Annual Average; TON - Threshold Odor Number

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

# CONTAMINANTS AND THEIR PRESENCE IN DRINKING WATER

Contaminants that may be present in source water include:

- Microbial contaminants, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- Inorganic contaminants, such as salts and metals, that can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- Pesticides and herbicides that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, that are byproducts of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural application, and septic systems.
- Radioactive contaminants that can be naturallyoccurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the U.S. Environmental Protection Agency (U.S. EPA) and the State Water Resources Control Board (State Board) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. State Board regulations also establish limits for contaminants in bottled water that provide the same protection for public health.



# CONTAMINANTS EXPECTED IN DRINKING WATER

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the U.S. EPA's Safe Drinking Water Hotline (1-800-426-4791).

# **EDUCATIONAL INFORMATION**





# PEOPLE MOST VULNERABLE TO CONTAMINANTS

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. U.S. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

### **CONTAMINANT INFORMATION**

Nitrate in drinking water at levels above 10 mg/L is a health risk for infants of less than six months of age. Such nitrate levels in drinking water can interfere with the capacity of the infant's blood to carry oxygen, resulting in a serious illness; symptoms include shortness of breath and blueness of the skin. Nitrate levels above 10 mg/L may also affect the ability of the blood to carry oxygen in other individuals, such as pregnant women and those with certain specific enzyme deficiencies. If you are caring for an infant, or you are pregnant, you should

ask advice from your health care provider. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity.

While your drinking water meets the federal and state standard for arsenic, it does contain low levels of arsenic. The arsenic standard balances the current understanding of arsenic's possible health effects against the costs of removing arsenic from drinking water. The U.S. Environmental Protection Agency continues to research the health effects of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects, such as skin damage and circulatory problems.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. WVWD is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you do so, you may wish to collect the flushed water and reuse it for another beneficial purpose, such as watering plants. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at http://www.epa.gov/lead.



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# **EXHIBIT C**

and loan association, or savings association, or savings bank specified in Section 5102 of the Financial Code

# PUBLIC NOTICES

FICTITIOUS BUSINESS NAME STATEMENT File No. 20190007349 The following person(s) is (are) doing

The RnR Company, 333 Arrow Hwy., Unit 344, Upland, CA 91785, County of

San Bernardino Ryan Robertson, 1238 N. Baker Ave., Ontario, CA 91764 This business is conducted by An Individual

Registrant commenced to transact business under the fictitious business name or names listed above on N/A By signing, I declare that all information in this statement is true and correct. A Registrant who declares as true A Registrant who declares as true on June 20, 2019 information, which he or she knows to be false is guilty of a misdemeanor Subdivision (a) of Section 17920, a punishable by a fine not to exceed Fictitious Name Statement generally one thousand dollars (\$1,000) (B&P Code 17913). I am also aware that all the date on which it was filed in the information on this statement becomes office of the County Clerk, except, as Public Percord upon filing pursuant to provided in Subdivision (b) of Section

office of the County Clerk, except, as Federal, State, or common law (See provided in Subdivision (b) of Section Section 14411 et seq., Business and 17920, where it expires 40 days after any change in the facts set forth in the 7/1, 7/8, 7/15, 7/22/19 statement pursuant to Section 17913 other than a change in the residence address of a registered owner. A new Fictitious Business Name Statement must be filed before the expiration. The filing of this statement does not The following person(s) is (are) doing of itself authorize the use in this state of a Fictitious Business Name in Joselyn Marie Photography, 74455 violation of the rights of another under Joselyn Marie Photography, 74455 violation of the rights of another under Joselyn Marie Photography, 74455 violation of the rights of another under Joselyn Marie Photography, 74455 violation of the rights of another under Joselyn Marie Photography, 74455 Palms, CA 92277, County of San Section 14411 et seq., Business and Bernardino Jocelyn Taitingfong-Camarillo, 74455 violation of the rights of the photography of Professions Code). 7/1, 7/8, 7/15, 7/22/19

### SBS-3262251# FICTITIOUS BUSINESS NAME

**STATEMENT** File No. 20190007331

The following person(s) is (are) doing business as:

This business is conducted by a Corporation

17913 of the Business and Professions any change in the facts set forth in the of this form and that all information in Code that the registrant knows to statement pursuant to Section 17913 this statement is true and correct. A Statement pursuant to Section 17913 this statement is true and correct. A other than a change in the residence punishable by a fine not to exceed one thousand dollars (\$1,000).). I am also aware that all information on this statement becomes Public Record upon filing pursuant to the California Public Records Act (Government Code Public Records Act (Government Code State or common law (See States or common

on 06/20/2019.

NOTICE-In accordance with Subdivision (a) of Section 17920, a Fictitious Name Statement generally expires at the end of five years from the date on which it was filed in the office of the County Clerk, except, as loss of the county Clerk of San Bernardino County on 06/20/2019.

SBS-3261132#

Sections 0230-02/1/). Golden Empire Mortgage, Inc. S/Rick L. Roper, President, This statement was filled with the County Clerk of San Bernardino County on 06/20/2019.

NOTICE-In accordance with Sandard County Clerk of San Bernardino County on 06/20/2019.

NOTICE-In accordance with the County Clerk of San Bernardino County on 06/20/2019.

Sections 0230-02/1/). office of the County Clerk, except, as business as: provided in Subdivision (b) of Section G24 Sports, 19178 Hupa Rd., Apple 17920, where it expires 40 days after Valley, CA 92307, County of San any change in the facts set forth in the Bernardino of itself authorize the use in this state Registrant commenced to transact of a Fictitious Business Name in business under the fictitious business rederal, State, or common law (See By signing, I declare that all information Section 14411 et seq., Business and Professions Code).

A Registrant who declares as true Professions Code). 7/1, 7/8, 7/15, 7/22/19

# FICTITIOUS BUSINESS NAME STATEMENT File No. 20190007353

The following person(s) is (are) doing business as: JFS Realty Group, 1244 Grass Valley Rd., Lake Arrowhead, CA 92352,

County of San Bernardino Mailing Address: PO Box 505, Blue Jay,

201910810296 This business is conducted by A Limited

Liability Company Registrant commenced to transact

By signing, I declare that all information statement pursuant to Section 17913 in this statement is true and correct other than a change in the residence A Registrant who declares as true information, which he or she knows information, which he or she knows punishable by a fine not to exceed one thousand dollars (\$1,000) (B&P) Code 17913). I am also aware that all information in this statement does not one thousand the reverse side read and understand the reverse side and understand the reverse side read and understand the reverse side read and understand the reverse side and understand the reverse side and understand the reverse side read and understand the reverse side read and understand the reverse side rea

This statement was filed with the County Clerk of San Bernardino County

on June 20, 2019 NOTICE-In a on June 20, 2019

NAME STATEMENT
NOTICE-In accordance with
Subdivision (a) of Section 17920, a
Fictitious Name Statement generally
expires at the end of five years from
the date on which it was filed in the
office of the County Clerk, except, as
provided in Subdivision (b) of Section
17920, where it expires 40 days after
any change in the facts set forth in the
statement pursuant to Section 17913
other than a change in the residence
address of a registered owner. A new address of a registered owner. A new This business is conducted by A Fictitious Business Name Statement must be filed before the expiration. Registrant commenced to transact of itself authorize the use in this state name or names listed above on N/A of a Fictitious Business Name in By signing, I declare that all information violation of the rights of another under in

# FICTITIOUS BUSINESS NAME STATEMENT

File No. 20190007352 The following person(s) is (are) doing business as: 1510 Orange SMW Enterprises.

Avenue, Unit 901, Redlands, CA 92373, County of San Bernardino Sharen Wilbur, 1510 Orange Avenue,

name or names listed above on N/A By signing, I declare that all information in this statement is true and correct. A Registrant who declares as true information, which he or she knows to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000) (B&P Code 17913). I am also aware that all information on this statement becomes information on this statement becomes Public Record upon filing pursuant to the California Public Records Act (Gov. Code Sections 6250-6277).

S/ Sharen Wilbur, Owner
This statement was filed with the
County Clerk of San Bernardino County
on June 20, 2019

Public Record upon filing pursuant to the California Public Records Act (Gov. Code Sections 6250-6277).

S/ Ryan Robertson, Owner

S/ Ryan Robertson, Owner

S/ Ryan Robertson, Owner

S/ Ryan Robertson, Owner This statement was filed with the other than a change in the residence County Clerk of San Bernardino County address of a registered owner. A new on June 20, 2019

NOTICE-In accordance with Subdivision (a) of Section 17920, a Fictitious Name Statement generally of itself authorize the use in this state. expires at the end of five years from of a Fictitious Business Name in the date on which it was filed in the violation of the rights of another under

SBS-3261209#

# FICTITIOUS BUSINESS NAME STATEMENT

Joe Davis Drive, Apt. 104, Twentynine Palms, CA 92277 This business is conducted by An

Individual Registrant commenced to transact business under the fictitious business name or names listed above on N/A By signing, I declare that all information

business as:

1. Bracken Tax & License Service, 2.
Bracken Tax & License, 1155 S Milliken Ave Suite B, Ontario, CA 91761 County of SAN BERNARDINO
Mailing Address: 1155 S Milliken Ave Suite B, Ontario, CA 91761
Bracken Inc, 1155 S Milliken Ave Suite B, Ontario, CA 91761
Bracken Inc, 1155 S Milliken Ave Suite B, Ontario, CA 91761
Bracken Inc, 1155 S Milliken Ave Suite B, Ontario, CA 91761
Bracken Inc, 1155 S Milliken Ave Suite B, Ontario, CA 91761
Bracken Inc, 1155 S Milliken Ave Suite Bracken Inc, 1155 S Milliken Ave Sui

Owner
This statement was filed with the

Registrant commenced to transact County Clerk of San Bernardino County business under the fictitious business on June 20, 2019
name or names listed above on NOTICE-In accordance with

NOTICE-In accordance with Subdivision (a) of Section 17920, a By signing below, I declare that I have read and understand the reverse side expires at the end of five years from of this form and that all information in the this statement is true and correct. A Registrant who declares as true any provided in Subdivision (b) of Section material matter pursuant to Section 17920, where it expires 40 days after 17913 of the Business and Professions. bracken Inc
S/ Kathi Bracken, President,
This statement was filed with the County On 06/20/2019.

NOTICE-In

Violation of the rights of another under also aware that all information on this statement becomes Public Record upon filing pursuant to the California Public Records Act (Government Code Sections 6250-6277)

information, which he or she knows

SBS-3261637# to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000) (B&P Code 17913). I am also aware that all information on this statement becomes Public Record upon filing pursuant to the California Public Records Act (Gov. Code Sections 6250-6277). S/ Adam Gueits, Partner

This statement was filed with the The following person(s) is (are) doing County Clerk of San Bernardino County business as:

expires at the end of five years from the date on which it was filed in the office of the County Clerk, except, as provided in Subdivision (b) of Section Registrant business under the fictitious business name or names listed above on N/A any change in the facts set forth in the name or names listed above on By signing. I declare that all information statement pursuant to Section 17913 1/02/2019.

SBS-3261103#

## **FICTITIOUS BUSINESS** NAME STATEMENT File No. 20190006854

Corporation filing of this statement does not business under the fictitious business

violation of the rights of another under Federal, State, or common law (See Section 14411 et seq., Business and Professions Code).

7/1, 7/8, 7/15, 7/22/19

SBS-3261287#

SBS-3261287# this statement is true and correct. Code 17913). I am also aware that all information on this statement becomes

Public Record upon filing pursuant to 4/11, 4 the California Public Records Act (Gov. 7/8/19

Code Sections 6250-6277).
S/ Sang Ahn, C.E.O.
Sang Ahn for SBEH One, Inc.
This statement was filed with the County Clerk of San Bernardino County on June 6, 2019

Unit 901, Redlands, CA 92373

This business is conducted by An Individual

Registrant commenced to transact Registrant commenced to transact Registrant Re

1/920, where it expires 40 days after Hesperia, CA 92345
in section 5102 of the Financial Code and authorized to do business in this statement pursuant to Section 17913 Individual rother than a change in the residence address of a registered owner. A new Fictitious Business Name Statement must be filed before the expiration.

The filing of this statement does not of a Fictitious Rusiness Name in of the Financial Code and authorized to do business in this state will be held by the duly appointed trustee as shown below, of all right, and interest conveyed to and now name or names listed above on the filed before the expiration.

By signing below, I declare that I have to a Deed of Trust described below. The sale will be made, but without read and understand the reverse side. of a Fictitious Business Name in violation of the rights of another under Federal, State, or common law (See Section 14411 et seq., Business and Professions Code). 6/17, 6/24, 7/1, 7/8/19

SBS-3258077#

# STATEMENT OF ABANDONMENT OF USE OF FICTITIOUS BUSINESS NAME File No. 20190006852

The following person(s) has (have) abandoned the use of the fictitious business name: Dono Sushi Cafe, 3926 Grand Ave. #D, Chino, CA 91710, County of San Bernardino
The fictitious business name referred

on June 6, 2019. 6/17, 6/24, 7/1, 7/8/19

SBS-3257946#

### FICTITIOUS BUSINESS NAME STATEMENT File No. 20190007335 The following person(s) is (are) doing

Integrity Home Finance, 9327
Fairway View Place #300, Rancho
Cucamonga, CA 91730 County of SAN
BERNARDINO

Mailing Address: 1200 Discovery Drive Suite 300, Bakersfield, CA 93309 Golden Empire Mortgage, Inc., 1200 Discovery Drive Suite 300, Bakersfield, CA 93309

State of Incorporation: State Incorporation: CA Articles of Incorporation or Organization Number: LLC/Al No 1412919

This business is conducted by a Corporation Registrant commenced to transact business under the fictitious business

name or names listed above on 06/03/2014. By signing below, I declare that I have read and understand the reverse side

NOTICE-In accordance with Subdivision (a) of Section 17920, a Fictitious Name Statement generally of itself authorize the use in this state of a Fictitious Business Name in violation of the rights of another under Federal, State, or common law (See Section 14411 et seq., Business and Professions Code). 7/1, 7/8, 7/15, 7/22/19

SBS-3257179#

FICTITIOUS BUSINESS NAME STATEMENT File No. 20190003247

CA 92317

JFS Enterprises, LLC 1244 Grass
Valley Rd., Lake Arrowhead, CA 92352
State of incorporation: CA;

State of incorporation: Kevin R Ortiz, 1 Fontana, CA 92337

This business is conducted by an

Registrant commenced to transact

By signing below, I declare that I have information on this statement becomes related by a fine not to exceed one thousand dollars (\$1,000).) I am also aware that all information on this statement becomes violation of the rights of another under the California Public Records Act (Gov. Code Sections 6250-6277).

S/ John F. Stephens, Managing Managing S/John F. Stephens, Man also aware that all information on this statement becomes Public Record upon filing pursuant to the California Public Records Act (Government Code Sections 6250-6277). S/Kevin R Ortiz, Owner

NOTICE-In accordance with Subdivision (a) of Section 17920, a Fictitious Name Statement generally expires at the end of five years from the date on which it was filed in the office of the County Clerk, except, as provided in Subdivision (b) of Section 17920, where it expires 40 days after any change in the facts set forth in the statement pursuant to Section 17913 other than a change in the residence address of a registered owner. A new Fictitious Business Name Statement must be filed before the expiration. Professions Code). 4/11, 4/18, 4/25, 5/2, 6/17, 6/24, 7/1,

SBS-3240981#

### FICTITIOUS BUSINESS NAME STATEMENT

File No. 20190002928 The following person(s) is (are) doing

the date on which it was filed in the Mailing Address: 15103 Elm St., office of the County Clerk, except, as Hesperia, CA 92345 provided in Subdivision (b) of Section Agustin Martinez, 15103 Elm St., 17920, where it expires 40 days after Hesperia, CA 92345 15103 Elm St., drawn by a state or federal

### GOVERNMENT

NOTICE OF PUBLIC HEARING

7/8/19

SBS-3271513#

NOTICE is hereby given pursuant to Revenue and Taxation Code Section 1601(c) that property tax assessment appeal applications for the County of San Bernardino may be filed from July 2, 2019 through December 2, 2019 by 5:00 p.m., online at http:// cms.sbcounty.gov/cob/OtherServices/ AssessmentAppeals.aspx, or U.S. mail

or in person at: Clerk of the Board of Supervisors 385 N. Arrowhead Ave, 2nd Floor San Bernardino, CA 92415

Assessment Appeals Board meetings are scheduled on Wednesdays at 9:00 a.m. and are held at: San Bernardino County Government Center

Covington Chambers 385 N. Arrowhead Ave San Bernardino, CA 92715 There is a non-refundable \$45 application processing fee to file an assessment appeal application in San Bernardino County. Additional information, forms, and instructions are available at http:// cms.sbcounty.gov/cob/OtherServices/

AssessmentAppeals.aspx.
Date: July 2, 2019
Laura H. Welch, Clerk of the Board of

SBS-3271457#

NOTICE OF VACANCY PLANNING COMMISSION FOR THE CITY OF COLTON

Carolina R. Padilla City Clerk 7/8/19

SBS-3271435#

WEST VALLEY WATER DISTRICT
NOTICE OF PUBLIC HEARING
FOR THE PURPOSE OF RECEIVING
PUBLIC COMMENT
REGARDING THE PROPOSED
ACCEPTANCE OF THE
2019 REPORT ON WATER QUALITY
RELATIVE TO PUBLIC HEALTH
GOALS

NOTICE IS HEREBY GIVEN that on August 1, 2019, at 6:30 p.m., the Board of Directors of the West Valley Water District will hold a public hearing at the District offices of the West Valley Water District, 855 W. Base Line Road, Rialto, CA 92376, to receive public comment is available for the public to review at the District offices located at 855 W. Base Line Road, Rialto, CA 92376 or a copy can be obtained upon request.

This statement was filed with the County Clerk of San Bernardino County on 03/18/2019.

AT SAID TIME AND PLACE, any interested person may make any written or oral presentation concerning

SBS-3270111#

# TRUSTEE SALES

cashier's check drawn on a state or the location of the property may be national bank, check drawn by a state obtained by sending a written request or federal credit union, or a check to the beneficiary within 10 days of the

réad and understand the reverse side of this form and that all information in this statement is true and correct. A Registrant who declares as true any material matter pursuant to Section 17913 of the Business and Professions Code that the registrant knows to be false is guilty of a misdemeanor punishable by a fine not to exceed the thousand dollars (\$1,000).) I am also aware that all information on this of the Trustee for the total amount statement becomes Public Record (at the time of the initial publication upon filing pursuant to the California Public Records Act (Government Code estimated to be set forth below. The Public Records Act (Government Code Sections 6250-6277).
Sections 6250-6277).
Shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Notice of Sale) reasonably estimated to be set forth below. The same shape Sections of the Sale shape The fictitious business name referred to above was filed in the County Clerk's office in San Bernardino County on 9/10/2014 Current File No. 20140010038

Eunice E Kim, 3146 Millhollow Dr. #22, Chino Hills, CA 91709

This business was conducted by an individual.

Recorded 1/29/2008, NOTICE-In accordance with Official Records in the office of the Fictitious Name Statement generally expires at the end of five years from California, Date of Sale:7/29/2019 the date on which Was filed in the County Clerk, except, as front steps leading up to the City of provided in Subdivision (b) of Section 17920, where it expires 40 days after Avenue Chino, CA 91710 Estimated 179/2008, NOTICE-In accordance with Subdivision (a) of Section 17920, a Subdivision County, expires at the end of five years from California, Date of Sale:7/29/2019 the date on which was filed in the Accordance with County (a) Official Records in the office of the County (b) Official Records in the office of the County (b) Official Records in the office of the County (c) Official Records in the offi Registrant commenced to transact any change in the facts set forth in the business under the fictitious business name or names listed above on: 7/29/2003

| 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/20/2003 | 17/2 I declare that all information in this Fictitious Business Name Statement possible that at the time of the sale the statement is true and correct. (A must be filed before the expiration opening bid may be less than the total statement is true and correct. (A registrant who declares as true any material matter pursuant to Section 17913 of the Business and Professions code that the registrant knows to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000).)
S/ Eunice E Kim, Owner
This statement was filed with the County Clerk of San Bernardino County on June 6, 2019

must be filed before the expiration. In this statement does not debt owed. Street Address or other common designation of real property: of itself authorize the use in this state common designation of real property: of a Fictitious Business Name in violation of the rights of another under Federal, State, or common law (See Section 14411 et seq., Business and Professions Code).

The filing of this statement does not debt owed. Street Address or other common designation of real property: Of a Fictitious Business Name in violation of the rights of another under Section 14411 et seq., Business and Professions Code).

The filing of this statement does not debt owed. Street Address or other common designation of real property: Of a Fictious Business Name in violation of the rights of another under Federal, State, or common law (See Section 14411 et seq., Business and Professions Code).

The filing of this statement does not debt owed. Street Address or other common designation of real property: Of a Fictious Business Name in violation of the rights of another under Gelfernia 92411 Described as follows: As more fully described on said Deed of Trust. A.P.N #.: 0143-072-34-0-000 of Trust. A.P.N #.: 0143-072-34-0-000 of Trustee disclaims and Indiana property: Of Trustee Address or other common designation of real property: Of a misdement of the street address or other common designation of the signature of the seq. Business and Professions (Section 14411 et seq., Business and Deed Section 14411 et seq., Business and sbs-3240022#

the street address or other common designation, if any, shown above. If no street address or other common designation is shown, directions to the location of the property may be obtained by sending a written request to the beneficiary within 10 days of the date of first publication of this Notice of Sale. NOTICE TO POTENTIAL BIDDERS: If you are considering bidding on this NOTICE OF PUBLIC HEARING
A public hearing regarding Business Registration Liens will be held on Wednesday, July 17, 2019 at 7:00 p.m. in the Council Chambers (3<sup>rd</sup> floor board room) at 201 N E St, San Bernardino, CA 92401.

Total 19

If you are considering bloding on units property lien, you should understand that there are risks involved in bidding at a trustee auction. You will be bidding on a lien, not on the property itself. Placing the highest bid at a trustee auction does not automatically entitle you to free and clear ownership of the property. You should also be aware that the lien being auctioned off may be a junior lien. If you are the highest bidder at the auction, you are or may be responsible for paying off all liens senior to the lien being auctioned off, before you can receive clear title to the property. You are encouraged to investigate the existence, priority, and size of outstanding liens that may exist on this property by contacting the county recorder's office or a title insurance company, either of which may charge you a fee for this information. If you consult either of these resources, you should be aware that the same lender may hold more than one mortgage or deed of trust on the property.NOTICE TO PROPERTY OWNER: The sale date shown on this notice of sale may be postponed one or more times by the mortgage beneficiary trustee or the mortgagee, beneficiary, trustee, or a court, pursuant to Section 2924g of the California Civil Code. The law requires that information about trustee sale postponements be made available to you and to the public, as a courtesy to those not present at the sale. If you wish to learn whether your sale date has been postponed, and, if applicable, the rescheduled time and date for the sale of this property, you may call (714) 848-9272 or visit this Internet Web site www.elitepostandpub.com, using the file number assigned to this case 18-54998. Information about 17920, where it expires 40 days after any change in the facts set forth in the statement pursuant to Section 17913 office of the cannot have address of a registered owner. A new filled before the expiration. This business is conducted by Affecting of itself authorize the use in this state ment to section 17913 office of the County Clerk, except, as provided in Subdivision (b) of Section for any change in the facts set forth in the statement pursuant to Section 17913 office of the County Clerk, except, as provided in Subdivision (b) of Section fefective immediately a vacancy now occurs in the Planning Commission for any change in the facts set forth in the city of Colton. The vacancy is at statement pursuant to Section 17913 office of the county Clerk, except, as provided in Subdivision (b) of Section fefective immediately a vacancy now occurs in the Planning Commission for any change in the facts set forth in the city of Colton. The vacancy is at statement pursuant to Section 17913 of the City of Colton. The vacancy is at statement pursuant to Section 17913 of the City of Colton. The vacancy is at statement pursuant to Section 17913 of the City of Colton. The vacancy is at statement pursuant to Section 17913 of the City of Colton. The vacancy is at statement pursuant to Section 17913 of the City of Colton. The vacancy is to attend the scheduled sale. Dated: NOTICE IS HEREBY GIVEN that are very short in duration or that occur close in time to the scheduled sale may not immediately be reflected in the edate on which it was filed in the provided in Subdivision (b) of Section fective immediately a vacancy now occurs in the Planning Commission for any change in the facts set forth in the city of Colton. The vacancy is at the end of five years from the date on which it was filed in the scheduled sale may not immediately be reflected in the scheduled sale may not immediately be reflected in the telephone information or on the Internet Valley. CA 92307

Frank Gueits, 19178 Hupa Rd., Apple provided in Subdivision (b) of Vacancy period ends July 22, 2019.

848-9272 www.elitepostandpub.com
Applications are available at the Office
of the City Clerk, 650 North La Cadena
Drive, Colton, California.

This office is enforcing a security interest
of your creditor. To the extent that
your obligation has been discharged by a bankruptcy court or is subject to an automatic stay of bankruptcy, this notice is for informational purposes only and does not constitute a demand for payment or any attempt to collect such obligation EPP 29349 Pub Dates 07/08, 07/15, 07/22/2019

SBS-3270147#

T.S. No.: 190206052 Notice Of Trustee's Sale Loan No.: PSFC – 0528 Order No. 8751973 APN: 0155-482-13-0-000 You Are In Default Under A Deed Of Trust Dated 6/22/2018. Unless You Take Action To Protect Your Property, It May Be Sold At A Public Sale. If You Need An Explanation Of The Nature Of The Proceeding Against You, You Should Contact A Lawyer. A public auction sale to the highest bidder for cash, cashier's back drawn on a state or national check drawn on a state or national bank, cashier's check drawn by a state CA 92376, to receive public comment regarding the proposed acceptance of a Public Health Goal Report. The California Health and Safety Code requires public water systems serving more than 10,000 service connections prepare a written report every three years that documents detections of constituents in drinking water that exceed a Public Health Goal. A report titled "2019 Public Health Goal Report" titled, and interest conveyed to and now lead to propose the public to review at leading to the constituents of the public to review at leading to the constituents of the public to review at leading to the constituents of the public to review at leading to the constituents of the public to review at leading to the constituents of the constitue title, and interest conveyed to and now held by the trustee in the hereinafter described property under and pursuant to a Deed of Trust described below. Base Line Road, Rialto, CA 92376 or a copy can be obtained upon request.

AT SAID TIME AND PLACE, any written or oral presentation concerning said report. Upon conclusion of the learing, the Board may accept the 2019 Public Health Goal Report.

If you are disabled in any way and need accommodation to participate in the public hearing, please call Crystal Fscalera at (909) 875-1804 ext 704 for Notice of Sale) reasonably estimated assistance prior to the hearing so the necessary arrangements can be made. Notice of Sale) reasonably estimated to be set forth below. The amount may be greater on the day of sale. Trust 17/8/19 be get form below. The amount may be greater on the day of sale. Trustor: Arletha M. Johnson, a Widow Duly Appointed Trustee: Geraci Law Firm Recorded 6/27/2018 as Instrument No. 2018-0231471 in book, page of Official Records in the office of the Recorder of San Bornardine County.

7/8, 7/15, 7/22/19

Recorder of San Bernardino County, California, Date of Sale: 7/15/2019 at 1:00 PM Place of Sale: near front steps of Chino Civic Center, 13220 T.S. No. 18-54998 APN: 0143-072-34-0-000 NOTICE OF TRUSTEE'S SALE YOU ARE IN DEFAULT UNDER A DEED OF TRUST DATED 1/26/2008. UNLESS YOU TAKE ACTION TO PROTECT YOUR PROPERTY, IT MAY BE SOLD AT A PUBLIC SALE. IF YOU NEED AN EXPLANATION OF THE NATURE OF THE PROCEEDING AGAINST YOU, YOU SHOULD designation, if any, shown above. If CONTACT A LAWYER. A public auction sale to the highest bidder for cash, the location of the property may be considered to the highest bidder for cash, the location of the property may be cashier's check drawn on a state or the location of the property may be

# MINUTES AMENDED SPECIAL BOARD MEETING

### of the

## WEST VALLEY WATER DISTRICT

June 7, 2019

Attendee Name	Present	Excused	Late
Board of Directors			
Michael Taylor	$\overline{\checkmark}$		
Kyle Crowther	$\overline{\checkmark}$		
Donald Olinger	$\overline{\checkmark}$		
Clifford Young		$\overline{\checkmark}$	
Gregory Young*	$\overline{\checkmark}$		
Legal Counsel			
Robert Tafoya	$\overline{\checkmark}$		
Staff			
Clarence Mansell	$\overline{\checkmark}$		
Ricardo Pacheco		$\overline{\checkmark}$	
Logan Olds		$\overline{\checkmark}$	
Jeremiah Brosowske		$\overline{\checkmark}$	
Crystal L. Escalera	$\overline{\checkmark}$		
Deborah Martinez	$\overline{\checkmark}$		
Lanita McCauley Bates	$\overline{\checkmark}$		
Joanne Chan	$\overline{\checkmark}$		
Linda Jadeski	$\overline{\checkmark}$		
Jon Stephenson	$\overline{\checkmark}$		
Albert Clinger	$\overline{\checkmark}$		
Consultant(s)			
Rob Katherman	$\overline{\mathbf{V}}$		

<sup>\*</sup>Director Greg Young excused himself early from Closed Session before discussion began.

### **OPENING CEREMONIES**

Pledge of Allegiance - Lead by Director Greg Young Opening Prayer - Lead by Director Don Olinger Call to Order Roll Call of Board Members

WVWD

#### ADOPT AGENDA

President Dr. Taylor motioned to adopt the Consent Calendar and Vice President Kyle Crowther second the motion. Director Greg Young called for discussion before a vote was taken. He expressed concern regarding the time period given to the Directors and public to review the Special Meeting agenda items being considered and felt it was inadequate for proper review. President Dr. Taylor noted the comments and the following vote was taken:

RESULT: APPROVED [3 TO 1]

MOVER: Michael Taylor, President

SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young

#### **PUBLIC PARTICIPATION**

June Hayes, Director at San Bernardino Valley Municipal Water District, and Don Griggs made comments to the Board of Directors.

#### **INFORMATION**

#### WATER RELIABILITY IMPROVEMENT PROGRAM UPDATE

Joe Schaack, Production Supervisor, gave a brief presentation on the efforts being made for the Water Reliability Improvement Program. The Board of Directors thanked him for the update and no further discussion was had.

#### **CONSENT CALENDAR**

President Dr. Taylor motioned to pass the Consent Calendar and Director Don Olinger second the motion. The vote below was taken with Director Greg Voting "No" due to the reason he gave during the agenda adoption.

RESULT: ADOPTED [3 TO 1]

MOVER: Michael Taylor, President

SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young

- 1. MAY 16, 2019 REGULAR BOARD MEETING MINUTES
- 2. JUNE 1, 2019 SPECIAL BOARD MEETING MINUTES
- 3. RECEIVE AND FILE APRIL 2019 CASH DISBURSEMENTS REPORT
- 4. CONSIDER LOGO PAINTING OF WATER TANK
- 5. CONSIDER SOLE SOURCE PURCHASING PERCHLORATE ONLINE ANALYZER FOR THE FLUIDIZED BED BIOLOGICAL REACTOR (FBR) PLANT

WVWD

- 6. CONSIDER AWARD OF CONTRACT FOR CONSTRUCTION OF BLOOMINGTON PHASE 3A WATERLINE REPLACEMENT TO EL-CO CONTRACTORS, INC.
- 7. AUTHORIZATION TO APPROVE CHANGE ORDER NO. 2 FOR THE HIGHLAND AVENUE 30-INCH TRANSMISSION MAIN PEPPER AVENUE TO OAKDALE AVENUE CONSTRUCTION
- 8. AUTHORIZATION TO APPROVE CHANGE ORDER NO. 3 FOR THE PERSIMMON PIPELINE REPLACEMENT PROJECT. CONSIDER NOTICE OF COMPLETION RECORDATION FOR THE PERSIMMON WATERLINE REPLACEMENT PROJECT.
- 9. CONSIDER WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT WITH LIBERTY PROPERTY LIMITED PARTNERSHIP
- 10. CONSIDER WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT WITH CALATLANTIC GROUP, INC FOR CYPRESS AVENUE OFFSITE WORK FOR TRACT 20212
- 11. CONSIDER WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT WITH CALATLANTIC GROUP, INC FOR TRACT 20212
- 12. CONSIDER WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT WITH CALATLANTIC GROUP, INC FOR TRACT 20213

#### **BUSINESS MATTERS**

13. AUTHORIZATION FOR SIGNATORY CHANGES FOR ALL JP MORGAN CHASE, US BANK, AND CALTRUST ACCOUNTS.

President Dr. Taylor motioned to approve Business Items No. 13, 14, 15 and 16 with one vote. Vice President Kyle Crowther second the motion. There was no discussion regarding the items. The vote recorded below was taken with Director Greg Young voted "No" due to the reasons stated while adopting the agenda.

RESULT: ADOPTED [3 TO 1]

MOVER: Michael Taylor, President

SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young

WVWD

### 14. LOCAL AGENCY INVESTMENT FUND (LAIF) SIGNATURE CARD

President Dr. Taylor motioned to approve Business Items No. 13, 14, 15 and 16 with one vote. Vice President Kyle Crowther second the motion. There was no discussion regarding the items. The vote recorded below was taken with Director Greg Young voted "No" due to the reasons stated while adopting the agenda.

RESULT: ADOPTED [3 TO 1]

MOVER: Michael Taylor, President

SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young

# 15. CONSIDER A CHANGE ORDER INCREASING THE AGREEMENT AMOUNT FOR AEROTEK, INC. FOR TEMPORARY LABOR SERVICES

President Dr. Taylor motioned to approve Business Items No. 13, 14, 15 and 16 with one vote. Vice President Kyle Crowther second the motion. There was no discussion regarding the items. The vote recorded below was taken with Director Greg Young voted "No" due to the reasons stated while adopting the agenda.

RESULT: APPROVED [3 TO 1]

MOVER: Michael Taylor, President

SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young

# 16. AUTHORIZATION TO APPROVE CHANGE ORDER FOR THE WELL 8A REHABILITATION PROJECT

President Dr. Taylor motioned to approve Business Items No. 13, 14, 15 and 16 with one vote. Vice President Kyle Crowther second the motion. There was no discussion regarding the items. The vote recorded below was taken with Director Greg Young voted "No" due to the reasons stated while adopting the agenda.

RESULT: APPROVED [3 TO 1]
MOVER: Michael Taylor, President
SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young

#### DISCUSSION

### 17. CONTINUED REVIEW OF PROPOSED FISCAL YEAR 2019-20 BUDGET

This item was a continued discussion from the Special Meeting held on June 1, 2019. Director Greg Young continued his discussion of the budget and proceeded to explore the proposed budget line-by-line. Staff was available to answer questions and discussion ensued. The revisions were noted by the General Manager and staff. The budget will be presented to the Board at the June 20, 2019 meeting for consideration of approval.

WVWD

# REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).

- Board Members
  - O Vice President Kyle Crowther: No remarks
  - O Director Don Olinger: Inquired if the District has harassment training available to the current staff in regards to the comments made to Don Griggs. Deborah Martinez, Human Resources/Risk Manager informed Director Olinger that the district has training in place and will work further with the General Manager on harassments, discrimination and bullying training for the district.
  - O Director Greg Young: Thanked the staff for the work and effort put forth in preparing the proposed budget.
- Legal Counsel
  - o No report.
- General Manager
  - O Clarence Mansell asked Naseem Farooqi, Public Affairs Manager, to give an update to the Board regarding the San Bernardino recording of the Redistricting Maps. Mr. Farooqi informed the Board the maps had been finalized and will submitted to the County of San Bernardino after it is signed by the Board President.

#### **CLOSED SESSION**

President Dr. Taylor reported out of Closed Session following the adoption of the agenda at the beginning of the meeting. He informed the public that the district will engage outside counsel and defend Robert Tafoya and Tafoya and Garcia, LLP who was named in the existing litigation listed on the agenda under "Closed Session." The vote was 3-0 to approve the appointment of outside counsel and separate legal counsel with President Dr. Taylor, Vice President Kyle Crowther and Director Don Olinger voting for approval.

President Dr. Taylor also reported a vote of 3-0 to approve the proposed District Organizational Chart. President Dr. Taylor, Vice President Kyle Crowther and Director Don Olinger voted for approval.

Director Greg Young had recused himself early from Closed Session and was not present for the voting.

- CONFERENCE WITH LEGAL COUNSEL -EXISTING LITIGATION Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9 Case Name: Clifford Young, Patricia Romero, Naisha Davis, West Valley Water District v. Tafoya and Garcia, et al. Case No.: 19STCV05677
- Personnel Matters Concerning Proposed District Organizational Chart Pursuant to Government Code Section 54957

### **ADJOURN**

The meeting adjourned at 7:35 PM.

WVWD

Dr. Michael Taylor
President of the Board of Directors
of West Valley Water District

ATTEST:

Crystal L. Escalera, Board Secretary

WVWD

# MINUTES REGULAR BOARD MEETING

### of the

## WEST VALLEY WATER DISTRICT

June 20, 2019

Attendee Name	Present	Excused	Absent
Board of Directors			
Michael Taylor	$\overline{\mathbf{V}}$		
Kyle Crowther	$\overline{\checkmark}$		
Donald Olinger	$\overline{\checkmark}$		
Clifford Young			V
Gregory Young	$\overline{\checkmark}$		
Legal Counsel			
Robert Tafoya	$\overline{\checkmark}$		
Staff			
Clarence Mansell	$\overline{\checkmark}$		
Ricardo Pacheco		$\overline{\checkmark}$	
Crystal L. Escalera	$\overline{\mathbf{V}}$		
Deborah Martinez	$\overline{\checkmark}$		
Lanita McCauley Bates	$\overline{\checkmark}$		
Joanne Chan	$\overline{\checkmark}$		
Linda Jadeski	$\overline{\checkmark}$		
Jon Stephenson	$\overline{\checkmark}$		
Albert Clinger	$\overline{\checkmark}$		
Rudy Olguin	$\overline{\checkmark}$		
Naseem Farooqi	$\overline{\checkmark}$		
Socorro Pantaleon	$\overline{\checkmark}$		
Melissa Blount	$\overline{\mathbf{V}}$		
Consultant(s)	V		
Rob Katherman	$\overline{\checkmark}$		

### **OPENING CEREMONIES**

Pledge of Allegiance - Led by Vice President Kyle Crowther Opening Prayer - Led by Director Don Olinger Call to Order Roll Call of Board Members

WVWD

#### ADOPT AGENDA

President Dr. Taylor motioned to adopt the agenda, Vice President Kyle Crowther second the motion and the following vote was taken:

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger, Gregory Young

**ABSENT:** Clifford Young

#### **INFORMATION**

Presentation of Annual Water Conservation Calendar Drawing Winners.

- O External Affairs Manager, Naseem Farooqi, presented certificates to chosen winners of the West Valley Water Districts Annual Water Conservation Calendar Drawing Contest. The attending winners were presented gift cards to Target and took pictures with the Board of Directs and their attending guardians.
- Certificate of Appreciation Presentation for Jon Stephenson.
  - o This presentation was cancelled.
- Customer Service Improvements and Goals Presentation.
  - This presentation was cancelled due to the employee presenting being ill.
- Water Reliability Improvement Program Update
  - O Rudy Olguin, Maintenance Supervisor, presented an update on the maintenance efforts on Well 8A to the Board of Directors and attending community.

#### **PUBLIC PARTICIPATION**

Comments were made to the Board of Directors by Robert Tafoya, Don Griggs, Al Vogler, Diana Ariza, Anthony Ariza, and June Hayes. President Dr. Taylor called for a five-minute recess at 7:37 PM following Public Comments.

#### CONSENT CALENDAR

The meeting resumed at 7:42 PM following a five-minute recess.

President Dr. Taylor opened up discussion for the Consent Calendar which included Items No. 1 through No. 5. Director Greg Young began discussion by requesting to amend the Minutes for June 7, 2019 (page 13 of the packet). He requested to amend the minutes by clarifying he left prior to discussion in Closed session and did not participate in discussion. Robert Tafoya, Legal Counsel, also commented on the June 7, 2019 minutes and reminded the Board that the minutes reflect the Boards approval of the defense of Tafayo & Garcia and Robert Tafoya in the named West Valley lawsuit however they have since withdrawn that request and the District is not defending or representing Robert Tafoya and Tafoya & Garcia. No further comments were made. President Dr. Taylor then motioned to adopt the Consent calendar as amended and Director Greg Young second. The following vote was then taken:

WVWD

RESULT: ADOPTED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Gregory Young, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger, Gregory Young

**ABSENT:** Clifford Young

- 1. JUNE 7, 2019 SPECIAL BOARD MEETING MINUTES
- 2. APPROVAL OF MAY 2019 PURCHASE ORDER REPORT
- 3. RECEIVE AND FILE MAY 2019 CASH DISBURSEMENTS REPORT
- 4. TREASURER REPORT JANUARY 2019
- 5. TREASURER REPORT FEBRUARY 2019

#### **BUSINESS MATTERS**

# 6. JP MORGAN CHASE ACCOUNT - GENERAL GOVERNMENT CHECKING TRANSFER TO LOCAL AGENCY INVESTMENT FUND

Director Greg Young requested a separate consideration for Items No. 9 and 12, and to take Items No. 10 and 11 together. President Dr. Taylor agreed with the request then motioned to approve Items No. 6, through 8, to take items No. 9 and No. 12 for separate consideration, and Items No. 10 and 11 together for consideration. Director Don Olinger second the motion and the following vote was taken:

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger, Gregory Young

**ABSENT:** Clifford Young

# 7. CONSIDER SOLE SOURCE PURCHASING OF METER TRANSCEIVER UNITS FROM AQUA-METRIC SALES COMPANY

Director Greg Young requested a separate consideration for Items No. 9 and 12, and to take Items No. 10 and 11 together. President Dr. Taylor agreed with the request then motioned to approve Items No. 6, through 8, to take items No. 9 and No. 12 for separate consideration, and Items No. 10 and 11 together for consideration. Director Don Olinger second the motion and the following vote was taken:

WVWD

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger, Gregory Young

**ABSENT:** Clifford Young

# 8. AUTHORIZATION TO APPROVE CHANGE ORDER FOR THE WELL 7 REHABILITATION PROJECT

Director Greg Young requested a separate consideration for Items No. 9 and 12, and to take Items No. 10 and 11 together. President Dr. Taylor agreed with the request then motioned to approve Items No. 6, through 8, to take items No. 9 and No. 12 for separate consideration, and Items No. 10 and 11 together for consideration. Director Don Olinger second the motion and the following vote was taken:

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger, Gregory Young

**ABSENT:** Clifford Young

# 9. CONSIDER AN AGREEMENT WITH ICON, INC. FOR THE CENTER OFFICES PROJECT CONSTRUCTION

Director Greg Young asked for clarification of the funding for this item. Clarence Mansell, General Manger explained the funding for this item was budgeted in the 2019-2020 Fiscal year. Being satisfied with this response, Director Greg Young motioned to approve the item. President Dr. Taylor second the motion and the following vote was taken:

RESULT: APPROVED [UNANIMOUS]

MOVER: Gregory Young, Director SECONDER: Michael Taylor, President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger, Gregory Young

**ABSENT:** Clifford Young

# 10. RESOLUTION FOR 2019-2020 OPERATING AND CAPITAL IMPROVEMENT BUDGET

Director Greg Young began discussion on this item and explained that he could not support the budget as presented and expressed his concern about the districts debt covenant ratio. The Directors then engaged in a lengthy discussion and made comments to the matter. At the conclusion of the discussion, President Dr. Taylor motioned to approve Item No. 10 and 11. Vice President Kyle Crowther second the motion and the following vote was recorded:

WVWD

RESULT: APPROVED [3 TO 1]
MOVER: Michael Taylor, President

**SECONDER:** Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young **ABSENT:** Clifford Young

# 11. APPROVAL OF PROPOSED FISCAL YEAR 2019-20 OPERATING AND CAPITAL BUDGETS

Director Greg Young began discussion on this item and explained that he could not support the budget as presented and expressed his concern about the districts debt covenant ratio. The Directors then engaged in a lengthy discussion and made comments to the matter. At the conclusion of the discussion, President Dr. Taylor motioned to approve Item No. 10 and 11. Vice President Kyle Crowther second the motion and the following vote was recorded:

RESULT: APPROVED [3 TO 1]
MOVER: Michael Taylor, President

**SECONDER:** Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young **ABSENT:** Clifford Young

# 12. APPROVAL OF FISCAL YEAR 2019-20 PROFESSIONAL SERVICES CONTRACT FOR ROB KATHERMAN CONSULTING

Director Greg Young requested a separate vote on this item. President Dr. Taylor motioned to approve the contract presented. Vice President Kyle Crowther second the motion which passed with the following vote:

RESULT: APPROVED [3 TO 1]

MOVER: Michael Taylor, President SECONDER: Kyle Crowther, Vice President

AYES: Michael Taylor, Kyle Crowther, Donald Olinger

**NAYS:** Gregory Young **ABSENT:** Clifford Young

# REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).

### • Board Members

 President Dr. Taylor: Made remarks regarding the recent news articles and accusations against himself, certain Directors on the Board and the General Manager.

### • Legal Counsel

 Legal Counsel, Robert Tafoya reported there was direction given to him and no action taken during Closed Session.

#### General Manager

o General Manager, Clarence Mansell read a statement defending his reputation in response to the current allegations and lawsuit against him that was recently

#### WVWD

made public. President Dr. Taylor made additional comments following Mr. Mansell's comments and praised Mr. Mansell for his efforts at the district and informed the attending community that he wanted to give the named employees, Board members and Legal Counsel an opportunity to give a statement in response to the claim(s). Director Don Olinger joined President Dr. Taylor and also made encouraging comments to Mr. Mansell and expressed his desire to boost the morale of the district employees in light of the lawsuits. Vice President Crowther then joined in the conversation and reminded the community that the elected officials main focus is to provide safe drinking water to our consumers. He also remarked on the growth of the district and need for more employees to keep up with the demands of the district as a huge challenge faced by Mr. Mansell when he joined the district. He requested that the media and consumers research the claims carefully before coming to a conclusion on the merit of the allegations.

#### **CLOSED SESSION**

Legal Counsel, Robert Tafoya announced during "Reports" there was direction given to him and no action taken during Closed Session.

- CONFERENCE WITH LEGAL COUNSEL -EXISTING LITIGATION Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9 Case Name: HP Communications v. West Valley Water District, San Bernardino County Superior Court Case No. CIV DS 1916230
- CONFERENCE WITH LEGAL COUNSEL -EXISTING LITIGATION Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9 Case Name: Maria Guerrero vs. West Valley Water District, San Bernardino County Superior Court Case No. CIV DS 1910987
- DIRECTION REGARDING PERSONNEL MATTER. Government Code Section 54957
- ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Number of Cases: Two (2)

# ADJOURN

The meeting adjourned at 8:15 PM.

WVWD

Dr. Michael Taylor
President of the Board of Directors
of West Valley Water Distric

ATTEST:

Crystal L. Escalera, Board Secretary

WVWD

# MINUTES REGULAR BOARD MEETING

### of the

## WEST VALLEY WATER DISTRICT

July 11, 2019

Attendee Name	Present	Excused	Absent
Board of Directors			
Michael Taylor	V		
Kyle Crowther	V		
Donald Olinger	$\square$		
Clifford Young			$\square$
Gregory Young		$\overline{\checkmark}$	
Staff			
Clarence Mansell			
Ricardo Pacheco		$\overline{\checkmark}$	
Logan Olds			
Jeremiah Brosowske	V		
Crystal L. Escalera	$\square$		
Deborah Martinez			
Lanita McCauley Bates	$\square$		
Joanne Chan			
Linda Jadeski			
Jon Stephenson			
Albert Clinger	V		
Anthony Budicin			
Nadia Loukeh			
Joe Schaack			
Naseem Farooqi			
Socorro Pantaleon			
Melissa Blount	Ø		
Consultant(s)			
Rob Katherman			
Misty Chen			

## **OPENING CEREMONIES**

Pledge of Allegiance - Led by Vice President Kyle Crowther Opening Prayer - Led by Director Don Olinger Call to Order Roll Call of Board Members

WVWD

#### ADOPT AGENDA

President Dr. Taylor motioned to adopt the agenda, Director Don Olinger second the motion which passed by the following vote:

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

#### **INFORMATION**

• AMERICAN CANCER SOCIETY PRESENTATION.

- CUSTOMER SERVICE IMPROVEMENTS AND GOALS PRESENTATION.
  - o Nadia Loukeh, Water Resources Manager, gave an overview presentation of to the Board of Directors
- WATER RELIABILITY IMPROVEMENT PROGRAM UPDATE
  - O Anthony Budicin, Water Quality Supervisor, presented an update on the ongoing well projects and reported that Well 2 was completed in June.

### **PUBLIC PARTICIPATION**

Comments were made to the Board by James, James Charles, Linda Gonzalez, Scott Rodriguez, Don Griggs, Hardy Brown, and Malcom Davis. Ms. June Hayes, San Bernardino Valley Municipal Water District Division I Director, gave an update to the Board regarding....

### **CONSENT CALENDAR**

President Dr. Taylor motioned to adopt the Consent Calendar, second by Vice President Crowther. The motion passed by the following vote:

RESULT: ADOPTED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

- 1. AUTHORIZATION TO APPROVE CHANGE ORDER NO. 4 FOR THE HIGHLAND AVENUE 30-INCH TRANSMISSION MAIN PROJECT. CONSIDER NOTICE OF COMPLETION RECORDATION FOR THE HIGHLAND AVENUE 30-INCH TRANSMISSION MAIN PROJECT.
- 2. AUTHORIZATION TO APPROVE CHANGE ORDER FOR RESERVOIR 3-A-1 ROOF REPLACEMENT AND ASBESTOS ABATEMENT AND DISPOSAL

WVWD

#### **BUSINESS MATTERS**

# 3. AUTHORIZATION FOR SIGNATORY CHANGES FOR ALL JP MORGAN CHASE, US BANK, AND CALTRUST ACCOUNTS.

President Dr. Taylor took Items No. 3 and 7 together. He motioned to table these two items and to bring them back to the July 18, 2019 meeting for consideration. Vice President Kyle Crowther second the motion which passed by the following vote:

RESULT: TABLED [UNANIMOUS] Next: 7/18/2019 6:00 PM

MOVER: Michael Taylor, President SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

### 4. LOCAL AGENCY INVESTMENT FUND (LAIF) SIGNATURE CARD

President Dr. Taylor motioned to amend the "Authorization for Transfer of Funds" form for the districts Local Agency Investment Fund (LAIF) account by adding Director Greg Young, removing Mrs. Lanita McCauley- Bates and correcting the Resolution No. to reflect "Resolution No. 2019-15." Vice President Kyle Crowther second the motion and the following vote was taken:

RESULT: ADOPTED AS AMENDED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

# 5. UNITED TECHNOLOGY CORPORATION DEPOSITS TRANSFER TO CHASE GENERAL GOVERNMENT CHECKING BANK ACCOUNT

President Dr. Taylor motioned to approve Items No. 5, 6, 8, 9, 10 and 11 and to pull Items No. 3, 4, and 7 for separate consideration. Director Don Olinger second the motion and the following vote was taken:

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

# 6. CONSIDER A BUDGET ADJUSTMENT FOR TASK ORDER #4 FOR MV CHENG & ASSOCIATES, INC.

President Dr. Taylor motioned to approve Items No. 5, 6, 8, 9, 10 and 11 and to pull Items No. 3, 4, and 7 for separate consideration. Director Don Olinger second the motion and the following vote was taken:

WVWD

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

#### 7. CONSIDERATION TO **ELECT** REPRESENTATIVE TO THE 2019 A CALIFORNIA SPECIAL DISTRICTS **ASSOCIATION** (CSDA) **BOARD OF** DIRECTORS IN THE SOUTHERN NETWORK, SEAT B.

President Dr. Taylor took Items No. 3 and 7 together. He motioned to table these two items and to bring them back to the July 18, 2019 meeting for consideration. Vice President Kyle Crowther second the motion which passed by the following vote:

RESULT: TABLED [UNANIMOUS]

Next: 7/18/2019 6:00 PM

MOVER: Michael Taylor, President SECONDER: Kyle Crowther, Vice President

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

### 8. REQUEST TO FUND ROEMER HYDROELECTRIC STATION INTEREST 2018-19

President Dr. Taylor motioned to approve Items No. 5, 6, 8, 9, 10 and 11 and to pull Items No. 3, 4, and 7 for separate consideration. Director Don Olinger second the motion and the following vote was taken:

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

# 9. AUTHORIZATION TO APPROVE CHANGE ORDER FOR THE WELL 15 REHABILITATION PROJECT

President Dr. Taylor motioned to approve Items No. 5, 6, 8, 9, 10 and 11 and to pull Items No. 3, 4, and 7 for separate consideration. Director Don Olinger second the motion and the following vote was taken:

WVWD

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

# 10. CONSIDER AN AGREEMENT FOR AS-NEEDED, ON-CALL TECHNICAL SERVICES WITH CAROLLO ENGINEERS, INC. FOR FIXED BED BIOTREATMENT (FXB) SUPPORT

President Dr. Taylor motioned to approve Items No. 5, 6, 8, 9, 10 and 11 and to pull Items No. 3, 4, and 7 for separate consideration. Director Don Olinger second the motion and the following vote was taken:

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

11. REJECTION OF CLAIM - STAFF RECOMMENDS THAT THE DISTRICT BOARD REJECT THE FOLLOWING CLAIM(S) AND DIRECT STAFF TO SEND APPROPRIATE NOTICE OF REJECTION TO CLAIMANT(S): MARTIN E. VENEGAS VS WEST VALLEY WATER DISTRICT; CLAIM NO. 19-0512

President Dr. Taylor motioned to approve Items No. 5, 6, 8, 9, 10 and 11 and to pull Items No. 3, 4, and 7 for separate consideration. Director Don Olinger second the motion and the following vote was taken:

RESULT: APPROVED [UNANIMOUS]

MOVER: Michael Taylor, President SECONDER: Donald Olinger, Director

**AYES:** Michael Taylor, Kyle Crowther, Donald Olinger

**ABSENT:** Clifford Young **EXCUSED:** Gregory Young

# REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).

- Board Members
  - O No report
- Legal Counsel
  - O No report
- General Manager
  - Clarence Mansell: Reported to the attending community on the United States Conference of Mayors 87th Annual Meeting that was attended by President Dr. Taylor, Vice President Kyle Crowther and himself. They were invited to attend by

WVWD

Deborah Robertson, Mayor of the City of Rialto. The conference included a Mayors Water Council session where President Dr. Taylor and Mr. Mansell presented projects being pursued by the West Valley Water District as well as district needs. The Water Council invited West Valley Water District to present at their next conference that will be held in Napa, CA which the district accepted.

Mr. Mansell then reported that the district conducted a post-earthquake inspection and assessment in response to the recent earthquakes in Southern California. Joanne Chen, Operations Manager, was called forward to report on the inspection and assessment and was happy to report to the Board that there was no damage to the district properties. She also informed the board that Mr. Mansell had activated the Emergency Operation Center (EOC) and a mock situation was conducted to help evaluate the staff's readiness for an earthquake that may cause damage to the district. The drill was successful and staff responded appropriately.

Mr. Mansell also informed the Board that Mrs. Lanita McCauley-Bates, Interim Chief Financial Officer, had accepted a position in a location closer to her home and today will be her last day at the district. He thanked Mrs. McCauley-Bates on her efforts in preparing a budget for the district and her work at the district during her tenure. Mrs. McCauley-Bates thanked the Board and staff for cooperation while working at the district and ensured the Board that the district is financially doing well. The Board then thanked Mrs. McCauley-Bates individually, for her hard work. Mr. Mansell then announced that Ms. Misty Chen would be stepping in to help the district in the interim while a search was being conducted for the Chief Financial Officer position.

### **CLOSED SESSION**

Mr. Robert Tafoya reported that there was no final action taken in Closed Session.

- CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Number of Cases: One (1)
- REJECTION OF CLAIM STAFF RECOMMENDS THAT THE DISTRICT BOARD REJECT THE FOLLOWING CLAIM(S) AND DIRECT STAFF TO SEND APPROPRIATE NOTICE OF REJECTION TO CLAIMANT(S): MARTIN E. VENEGAS VS WEST VALLEY WATER DISTRICT; CLAIM NO. 19-0512

### **ADJOURN**

The meeting adjourned at 7:30 P.M.

WVWD

Dr. Michael Taylor
President of the Board of Directors
of West Valley Water District

ATTEST:

Crystal L. Escalera, Board Secretary

WVWD



## BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: RECEIVE AND FILE JUNE 2019 CASH DISBURSEMENTS REPORT

### **BACKGROUND:**

Each month, the Accounting Department provides a complete listing of all disbursements for the previous month in an effort to promote fiscal responsibility and accountability over the expenditure of public funds. This process includes providing the Board of Directors and ratepayers the opportunity to review expenses for supplies, materials, services, and payroll for review and approval. Payroll is processed bi-weekly and accounts payable is processed weekly. Information to justify each payment is available through the Accounting Department. For reference, Customer Refunds are credits due as a result of closing a water account.

#### **DISCUSSION:**

Accounts payable for June 2019 include 194 checks issued from check numbers 75661 through 75854 and 74 electronic fund transfers (EFT) from 3754 through 3827 for a total of \$2,252,339.08. Payroll disbursements for June 2019 total \$745,020.59. Disbursements for June 2019 for both accounts payable and payroll total \$2,997,359.67.

#### **STAFF RECOMMENDATION:**

Receive and file.

Respectfully Submitted,

Clarence C. Mansell

Clarence Mansell Jr, General Manager

# CM;mc

# ATTACHMENT(S):

- 1. AP Cash Disbursement Report
- 2. EFT Payroll Cash Disbursement Report

CASH DISBURSEMENT REPORT JUNE 2019

61 75721 USA BLUEB□□K

	JUNE 2	3019			
	CHECK	X PAYMENTS			
1	75661	ALLIANT INSURANCE SERVICES INC	EVENT INSURANCE	\$	2,043.00
2	75662	ALLIED ST□RAGE C□NTAINERS	ST□RAGE C□NTAINER	\$ \$	4,956.50
3	75663	AT&T	WTP / □FFICE & CIRCUIT LINES	\$	3,727.18
4	75664	AT&T	EVENT INSURANCE ST_RAGE C_NTAINER WTP / _FFICE & CIRCUIT LINES INTERNET	\$	144.25
5	75665	AT&T MDBILITY BC TRAFFIC SPECIALIST	CELL PH□NES	\$	23.44
6	75666	BC TRAFFIC SPECIALIST	REPAIRS/MAINTENANCE	\$	130.85
7	75667	BURRTEC WASTE INDUSTRIES INC	DISP SAL FEES	\$	586.63
8	75668	CEME INC	SHUP SUPPLIES	\$	59.42
9	75669	CINTAS CURPURATIUN	JANITURIAL SERVICES	\$	146.89
10 11	75671	C NVERGE NE, INC C UNTY CLERK F SAN BERNARDIN	DEDMIT FEES	Ф С	7,892.34
12	75672	CHINTY OF SAN REDNADDING	DEDMIT FEES	φ <b>¢</b>	640.00
13	75673	COUNTY OF SAN BERNARDINO ELCO CONTRACTORS INC		φ \$	188 337 21
14	75674	ENGINEER SUPPLY	CHEMICALS	\$	799 99
15	75675	FAST SERVICE	CUST□MER SERVICES	\$	327.00
16	75676	GRAINGER INC	REPAIRS/MAINTENANCE	\$	1,003.62
17	75677	KENNY J HERNANDE□	E PENSE REIMBURSEMENT	\$	79.99
18	75678	INLAND WATER W□RKS SUPPLY C□	REPAIRS/MAINTENANCE	\$	440.64
19	75679	LARRY STEWART	TURF REBATE	\$	1,000.00
20	75680	MCMASTER-CARR SUPPLY C□MPANY	REPAIRS/MAINTENANCE	\$	1,020.18
21	75681	M□HAMAD ELSIDAWI	TURF REBATE	\$	1,545.84
22	75682	MV CHENG & ASS□CIATES INC	C□NSULTANT	\$	6,928.75
23	75683	□'REILLY AUT□ PARTS	VEHICLE MAINTENANCE	\$	63.37
24	75684	PACK N MAIL	CUST MER SERVICES	\$	200.00
25	75685	□ AIR-CALIF□RNIA	FBR SUPPLIES	\$	1,690.51
26 27	75686 75687	DAMOS DECYCLED ACCRECATE MATERIALS	REPAIRS/MAINTENANCE	<b>\$</b>	007.10
28	75688	DIALTE WATER SERVICES	MATERICEMED	Ф Ф	1,273.70
29	75689	SAN BERNARDING COLINTY RECORDER	LIEN RELEASE	φ <b>\$</b>	32.90
30	75690	S CALIFORNIA FDISON	PUMPS ELECTRIC	\$	191 21
31	75691	S RAYA ALVARAD	TURF REBATE	\$	230.00
32	75692	THE GAS C□MPANY	GAS BILL	\$	28.91
33	75693	TRI C□UNTY PUMP C□	C□NTRACT□R LAB□R	\$	18,480.00
34	75694	J□SE VELAS□UE□	E PENSE REIMBURSEMENT	\$	150.00
35	75695	AIRGAS WEST INC	REPAIRS/MAINTENANCE	\$	107.75
36	75696	A□UA-METRIC SALES C□	METERS/AMRS	\$	3,713.12
37	75697	AT&T	WTP LINES	\$	237.78
38	75698	AT&T L□NG DISTANCE	TELEPH NE-L NG DISTANCE	\$	217.58
39	75699	BAE SYSTEMS APPLIED INTELLIGEN	EMAIL SERVICES	\$	4,326.64
40	75700	BURRIEC WASTE INDUSTRIES INC	DISPUSAL FEES	\$	217.16
41 42	75701 75702	CITY OF RIALTO		<b>\$</b>	40,897.78
43	75702	CHI HNIAL SLIDDI EMENTAL INSLIDANCE	EMDI TVEES INSTIDANCE DAVMENTS	φ <b>¢</b>	2 210 17
44	75703	CHINTY HE SAN BERNARDINH	PERMIT FEES INSUITATION TO THE PERMIT FEES	φ \$	230.00
45	75705	FI CO CONTRACTORS INC		\$	11 150 00
46	75706	ELITE R AD SERVICE & TIRE INC	VEHICLE MAINTENANCE	\$	315.32
47	75707	EMPL□YEE RELATI□NS	HUMAN RESUURCES SERVICES	\$	322.80
48	75708	FISH WIND W CLEANING	JANIT□RIAL SERVICES	\$	45.00
49	75709	GRAINGER INC	REPAIRS/MAINTENANCE	\$	13,150.78
50	75710	GRAYBAR ELECTRIC C□MPANY INC	REPAIRS/MAINTENANCE	\$	199.95
51	75711	K□NICA MIN□LTA BUSINESS	C PIER MAINTENANCE	\$	392.18
52	75712	ALLIANT INSURANCE SERVICES INC ALLIED ST_RAGE C_NTAINERS AT&T AT&T AT&T AT&T BURRTEC WASTE INDUSTRIES INC CEME_INC CINTAS C_RP_RATI_N C_NVERGE_NE, INC C_UNTY CLERK _F SAN BERNARDIN_ C_UNTY _F SAN BERNARDIN_ ELC_ C_NTRACT_RS INC ENGINEER SUPPLY FAST SERVICE GRAINGER INC KENNY J HERNANDE_ INLAND WATER W_RKS SUPPLY C_ LARRY STEWART MCMASTER-CARR SUPPLY C_MPANY M_HAMAD ELSIDAWI MV CHENG & ASS_CIATES INC _'REILLY AUT_ PARTS PACK N MAIL _ AIR-CALIF_RNIA _ UINN C_MPANY RAMC_ RECYCLED AGGREGATE MATERIALS RIALT_ WATER SERVICES SAN BERNARDIN_ C_UNTY REC_RDER S_ CALIF_RNIA EDIS_N S_RAYA ALVARAD_ THE GAS C_MPANY TRI C_UNTY PUMP C_ J_SE VELAS_UE_ AIRGAS WEST INC A_UA-METRIC SALES C_ AT&T AT&T L_NG DISTANCE BAE SYSTEMS APPLIED INTELLIGEN BURRTEC WASTE INDUSTRIES INC CILY _F RIALT_ CLIFT_N LARS_N ALLEN C_LIFT_RNIALS UPPLEMENTAL INSURANCE C_UNTY _F SAN BERNARDIN_ ELC_ C_NTRACT_RS INC ELITE R_AD SERVICE & TIRE INC EMPL_YEE RELATI_NS FISH WIND_W CLEANING GRAYBAR ELECTRIC C_MPANY INC K_NICA MIND_TA BUSINESS MY CHENG & ASS_CIATES INC CCUPATI_NAL HEALTH CENTERS PEP B_YS	CINSULTANT	\$	3,631.25
53	75713	□CCUPATI□NAL HEALTH CENTERS	HUMAN RES URCES SERVICES	\$ \$	834.00
54					
55 56	75715		REPAIRS/MAINTENANCE	\$	2,095.93
56	75716	RIALT WATER SERVICES	WATER/SEWER	\$ \$ \$	73.89
57 58	75717 75718	RUHNAU CLARKE ARCHITECTS	REPAIRS/MAINTENANCE ENGINEERING SERVICES	Ф e	5,488.26 4,896.00
58 59	75718 75719	TIME WARNER CABLE	CABLE/INTERNET	\$ \$	4,896.00
60	75719	TRI COUNTY PUMP CO	CONTRACTOR LABOR	\$ \$	32,981.71
61	75720			φ	1 050 20

REPAIRS/MAINTENANCE

1,859.39

\$

CASH DISBURSEMENT REPORT JUNE 2019

62	75722	VERI□□N WIRELESS PH□NES	CELL PH□NES	\$	53.33
63	75723	Y□ FIRE	INVENT□RY	\$	40,255.09
64	75724	AHMAD, □USEM	CUST□MER REFUND	\$	5.34
65	75725	AVILA, DEJAHNEA	CUST□MER REFUND	\$	44.22
66	75726	CISNER□S, ERIC	CUST□MER REFUND	\$	3.43
67	75727	DELGAD□, RAFAEL	CUST□MER REFUND	\$ \$ \$	0.33
68	75728	DIA□, DALENA R	CUST□MER REFUND		35.85
69	75729	ELITE PREMIER INVESTMENTS INC	CUST□MER REFUND	\$ \$ \$	19.07
70	75730	FRASER, EVAN/ALE□IS	CUST□MER REFUND	\$	32.84
71	75731	FR NTIER C MMUNITIES	CUST□MER REFUND	\$	36.93
72	75732	GANN□N, R□NALD & TINA	CUST□MER REFUND	\$ \$ \$	25.19
73	75733	GARCIA, J□SE ADAN	CUST□MER REFUND	\$	23.32
74	75734	GREEN, DINAH	CUST□MER REFUND	\$	46.91
75	75735	HBI C□NSTRUCTI□N	CUST□MER REFUND	\$	1,163.22
76	75736	HUMPHRY,SYDNEY & BARR□S,J□SEPH	CUST□MER REFUND	\$	49.95
77	75737	JAMES MCMINN INC.	CUST□MER REFUND	\$ \$	1,729.83
78	75738	KWAN, J□SEPH	CUST□MER REFUND	\$	65.57
79	75739	LAKE PLACE H□MES, LLC	CUST□MER REFUND	\$ \$ \$	21.96
80	75740	LENNAR C□MMUNITIES	CUST□MER REFUND	\$	6.37
81	75741	LENNAR H□MES	CUST□MER REFUND	\$	26.10
82	75742	LESLIE,TIM/KRISTIE	CUST□MER REFUND	\$	2.21
83	75743	L□CKRIDGE, SHIRLEY	CUST□MER REFUND	\$	8.18
84		L□PE□, MELISSA	CUST□MER REFUND	\$	44.46
85	75745	L□RD C□NSTRUCT□RS	CUST□MER REFUND	\$	186.33
86	75746	MANFREDI, NICH□LAS	CUST□MER REFUND	\$	37.33
87	75747	MAR UE VICT RIA	CUST□MER REFUND	\$	27.54
88	75748	MAY□RGA,DANNY R.	CUST□MER REFUND	\$	29.93
89	75749	M□RAL, LADY MER	CUST□MER REFUND	\$ \$ \$ \$ \$ \$ \$	15.52
90	75750	NAKAE & ASS□CIATES, INC	CUST□MER REFUND		3,379.85
91	75751	□PEND□□R LABS INC.	CUST□MER REFUND	\$ \$ \$ \$ \$ \$ \$	2.40
92	75752	PACIFIC INDUSTRIAL	CUST□MER REFUND	\$	76.41
93	75753	PARRA, LE□NNIE	CUST□MER REFUND	\$	44.22
94	75754	PES UEIRA, FRANK	CUST□MER REFUND	\$	1,800.00
95	75755	PINEDA MALD□NAD□, FRANCISC□	CUST□MER REFUND	\$	39.00
96	75756	□UINTANILLA,IDALIA J□SE	CUST□MER REFUND	\$	26.75
97	75757	REID, CHELSEA M	CUST□MER REFUND	\$	69.00
98	75758	SERRAN□, MIRIAM	CUST□MER REFUND	\$	65.80
99	75759	S□LE TECHN□L□GY INC	CUST□MER REFUND	\$	260.00
100	75760	SWH 2017-1 B□RR□WER LP	CUST□MER REFUND	\$ \$ \$ \$ \$ \$	71.30
101	75761	WALKER, LELAND	CUST□MER REFUND	\$	6.67
102	75762	WESTPHAL, WESLEY B.	CUST□MER REFUND	\$	63.17
103	75763	WHEELER, RE□	CUST□MER REFUND	\$	18.26
104	75764	□I□NG, CHENGGANG	CUST□MER REFUND	\$	63.92
105	75765	ACWA /JPIA	MEDICAL/DENTAL/VISI□N/EAP	\$	153,249.86
106	75766	AT&T	TELEMETRY LINE	\$	67.10
107	75767	V□ID	V□ID	\$	-
108	75768	BABC□CK LAB□RAT□RIES, INC.	LAB FEES		790.00
109	75769	BAVC	CHL□RINATI□N E□UIPMENT	\$ \$	262.58
110	75770	B□□T BARN INC	UNIF□RMS	\$	610.12
111	75771	CAMPA, VICT□RIN□/SILVINA	CUST□MER REFUND	\$	108.38
112	75772	CITY □F SAN BERNARDIN□	LYTLE CREEK STREAMFL□W	\$ \$	22,737.09
113	75773	C MPUTERI ED EMBR IDERY C MPANY	UNIF□RMS	\$	1,072.87
114	75774	C□UNTY □F SAN BERNARDIN□	PERMIT FEES	\$	1,999.20
115		DIGITAL IMAGE S□LUTI□NS, LLC	C PIER MAINTENANCE	\$	892.39
116		DIVE/C□RR, INC.	REPAIRS/MAINTENANCE	\$ \$	2,450.00
117	75777	EARLEY NIC□LIS	TURF REBATE	\$	130.00
118	75778	ENTERPRISE FLEET MANAGEMENT INC	VEHICLES LEASE/MAINTENACE	\$ \$	6,816.23
119	75779	CRYSTAL ESCALERA	E□PENSE REIMBURSEMENT	\$	28.36
120	75780	GARDA CL WEST INC	ARM□RED TRANSP□RTATI□N	\$	555.75
121	75781	GRAINGER INC	REPAIRS/MAINTENANCE	\$	1,592.41
122	75782	V□ID	V□ID	\$	-
123	75783	MCCR□METER INC	REPAIRS/MAINTENANCE	\$	526.27

CASH DISBURSEMENT REPORT JUNE 2019

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124		MUTUAL OF OMAHA INSURANCE COMP	DISABILITY/LIFE INSURANCE	\$	5,913.90
125	75785	PEP B□YS	VEHICLE MAINTENANCE C□NTRACTS/LECENSING SAFETY B□□TS-GRUBERT LIEN RELEASE W□RKERS C□MP INSURANCE	\$	17.99
126	75786	PLANETBIDS, INC.	C_NTRACTS/LECENSING	\$	10,345.00
127	75787	RED WING BUSINESS ADVANTAGE AC	SAFETY BOOTS-GRUBERT	\$ \$	189.09
128	75788	SAN BERNARDIN□ C□UNTY REC□RDER	LIEN RELEASE	\$	40.00
129	75789	SDRMA (SPECIAL DISTRICT RISK	WORKERS COMP INSURANCE PUMPS ELECTRIC CONTRACTOR LABOR GAS BILL CELL PHONES CELL PHONES LABORATORY EQUIPMENT CONTRACTOR LABOR LEGAL FEES REPAIRS/MAINTENANCE CUSTOMER REFUND SUPPLIES METERS/AMRS OFFICE LINES INTERNET CELL PHONES	\$	138,077.24
130		S□ CALIF□RNIA EDIS□N	PUMPS ELECTRIC	\$ \$	25,311.46
131	75791	SUPERI□R TANK C□ INC	C□NTRACT□R LAB□R	\$	9,672.30
132	75792	THE GAS C□MPANY VERI□□N C□NNECT NWF INC	GAS BILL	\$	91.38
133		VERI□□N C□NNECT NWF INC	CELL PH□NES	\$ \$ \$	1,591.80
134		VERI□□N WIRELESS PH□NES	CELL PH□NES	\$	14,456.11
135	75795	WEST C□AST TEC□M PR□DUCTS, INC	LAB RAT RY E UIPMENT	\$	7,364.07
136	75796	WESTBROK FENCE INC LARSON DERIEN LLP AIRGAS WEST INC ALLERS, WILLIAM AMADON ACUAMETRIC SALES CO	C□NTRACT□R LAB□R	\$ \$	7,000.00
137	75797	LARS□N □ BRIEN LLP	LEGAL FEES	\$	15,082.42
138	75798	AIRGAS WEST INC	REPAIRS/MAINTENANCE	\$	110.81
139	75799	ALLERS, WILLIAM	CUST□MER REFUND	\$ \$ \$	77.32
140	75800	$AMA \square \square N$	SUPPLIES	\$	13,403.16
141	75801	A□UA-METRIC SALES C□	METERS/AMRS	\$	49,781.48
142	75802	AT&T	□FFICE LINES	\$	1,702.14
143	75803	AT&T	INTERNET	\$	144.25
144	75804	AT&T M□BILITY	CELL PH□NES	\$ \$ \$	23.44
145	75805	AVVVA	CROSS CONNECTION CERTIFICATION	\$	100.00
146	75806	BABC□CK LAB□RAT□RIES, INC.	LAB FEES	\$	340.00
147	75807	BAE SYSTEMS APPLIED INTELLIGEN	EMAIL SERVICES	\$ \$ \$	2.438.85
148		V□ID	V ID		_, .00.00
149	75809		CUST MER REFUND	\$ \$ \$	56.74
150	75810	CALDWELL, ERIC/CYNTHIA	CUST MER REFUND	\$	39.25
151	75811		JANIT RIAL SERVICES		361.27
152		CITY OF RIAL TO-ALARM PROGRAM	ALARM FEES	\$ \$ \$	255.70
153	75813		BLF WATER	\$	34.30
154	75814	CLS GR UP INC	FIRE FLOW TEST REIMBURSEMENT		150.00
155			FIRE FL□W TEST REIMBURSEMENT WELL 18A ELECTRIC	\$ \$ \$	323.80
156	75816	C LT ON PUBLIC UTILITIES  COUNTY OF SAN BERNARDINO  ELCO CONTRACTORS INC	PERMIT FEES	φ	317.00
157	75817	FI CO CONTRACTORS INC	C_NTRACT_R LAB_R		1,800.00
158	75818		EAL REIMBURSEMENT	\$ \$ \$	1,269.75
159	75819	FISH WIND W CLEANING	JANIT RIAL SERVICES	φ	45.00
160	75820	CRYSTAL ESCALERA FISH WIND W CLEANING JUHN P GUIN GRAINGER INC HARDY & HARPER HEYER, HARBINDER HUANG-CHU, SU	TRAINING E PENSE REIMBURSEMENT		399.99
161	75821	GRAINGER INC	REPAIRS/MAINTENANCE	\$ \$ \$	1,232.96
162		HARDY & HARPER	PAVING	φ e	5,260.50
163		HEYER, HARBINDER	CUST MER REFUND	φ	72.32
164	75823 75824	HUANO CHELL CH		\$ \$ \$	72.32 17.49
165	75824 75825	HUANG-CH□U, SU HYDR□ INDUSTRIAL ELECTRIC C□.	CUST MER REFUND CONTRACT R LABOR	φ	
	75020	TITUIN INDUSTRIAL LELCTRIC Co.		φ	13,268.00
166	75827		ANSWERING SERVICE	\$ \$	484.15
167		J HNS N'S HARDWARE INC	REPAIRS/MAINTENANCE		872.54
168	75828	THE KEY PLACE	REPAIRS/MAINTENANCE	\$	102.36
169	75829	LAIRD, LAURA	CUST MER REFUND	\$	35.37
170	75830	LEON, SUSANA	CUST MER REFUND	\$	63.31
171	75831	N□VITA NAVARR□ TESSA	E PENSE REIMBURSEMENT	\$	5.05
172	75832	NETW RK	VEHICLES MAINTENANCE	\$	1,181.15
173	75833	□CCUPATI□NAL HEALTH CENTERS	HUMAN RESUURCES SERVICES	\$	1,251.00
174	75834	□ AIR-CALIF□RNIA	FBR SUPPLIES	\$	5,583.26
175	75835	RAMC RECYCLED AGGREGATE MATERIALS		\$	473.84
176	75836	RANS ME, ANTH NY NATHANIEL	CUST MER REFUND	\$	63.42
177	75837	RED WING BUSINESS ADVANTAGE AC	SAFETY B TS-BUDICIN	\$	189.09
178	75838	SAN BERNARDING COUNTY RECORDER	LIEN RELEASE	\$	16.00
179	75839	SC TT E UIPMENT INC.	REPAIRS/MAINTENANCE	\$ \$	80.39
180	75840	S CALIFORNIA EDISON	PUMPS ELECTRIC		157,652.63
181	75841	STATE WATER RESUURCES CONTROL	CERTIFICATION	\$	60.00
182	75842	SUPERIOR TANK CO INC	C□NTRACT□R LAB□R	\$	37,872.76
183	75843	THE FIELL GROUP / FAST SIGNS	SIGNS	\$	170.64
184	75844	T TAL FUNDS BY HASLER	P_STAGE METER	\$	277.47
185	75845	UNIVAR USA INC	CHEMICALS	\$	2,569.84

CASH DISBURSEMENT REPORT JUNE 2019

186	75846	STATE WATER RESUURCES CONTROL	CERTIFICATI□N	\$ 55.00
187	75847	STATE WATER RES□URCES C□NTR□L	CERTIFICATI□N	\$ 105.00
188	75848	STATE WATER RES□URCES C□NTR□L	CERTIFICATI□N	\$ 55.00
189	75849	BANK □F AMERICA	G□□DS/SERVICES PURCHASED □N CREDIT CARD	\$ 12,132.77
190	75850	BANK □F AMERICA	G□□DS/SERVICES PURCHASED □N CREDIT CARD	\$ 188.14
191	75851	BANK □F AMERICA	G□□DS/SERVICES PURCHASED □N CREDIT CARD	\$ 1,571.31
192	75852	BANK □F AMERICA	G□□DS/SERVICES PURCHASED □N CREDIT CARD	\$ 3,765.79
193	75853	BANK □F AMERICA	G□□DS/SERVICES PURCHASED □N CREDIT CARD	\$ 1,683.42
194	75854	BANK □F AMERICA	G□□DS/SERVICES PURCHASED □N CREDIT CARD	\$ 3,410.35

### **EFT PAYMENTS**

				_	
195	3754	ALBERT A WEBB ASS□CIATES	ENGINEERING SERVICES	\$	7,316.00
196	3755	ARAMARK REFRESHMENT SERVICES	☐FFICE SUPPLIES	\$	315.07
197	3756	EMERGENCY MANAGEMENT & PUBLIC	C□NSULTANTS	\$	9,975.00
198	3757	ENGINEERING RES□URCES INC	ENGINEERING SERVICES	\$	35,701.00
199	3758	FASTENAL C□MPANY	REPAIRS/MAINTENANCE	\$ \$ \$ \$ \$ \$ \$ \$	547.73
200	3759	GARDEN INTERI□RS	PLANTS MAINTENANCE	\$	424.00
201	3760	GUNN, DIANA N	E□PENSE REIMBURSEMENT	\$	222.43
202	3761	INDUSTRIAL METAL SUPPLY C□	REPAIRS/MAINTENANCE	\$	390.27
203	3762	INLAND EMPIRE UTILITIES AGENCY	WATER	\$	13,223.80
204	3763	KRUEGER, WILLIAM E	E PENSE REIMBURSEMENT	\$	50.00
205	3764	MACKAMUL, R□BERT	E PENSE REIMBURSEMENT	\$	45.95
206	3765	MCCALLS METERS INC	REPAIRS/MAINTENANCE	φ	35.00
207	3766	MINUTEMAN PRESS OF RANCHO CUCA	UTREACH PR GRAM	φ	1,627.03
				φ	
208	3767	NAVARR , RALPH	E PENSE REIMBURSEMENT	Þ	95.94
209	3768	FFICE SOLUTIONS	□ FFICE SUPPLIES	\$	251.87
210	3769	SHARP E TERMINAT R C MPANY	DISTRICT MAINTENANCE	\$	185.00
211	3770	S□ CAL L□CKSMITH / MARY K DUNS	REPAIRS/MAINTENANCE	\$	114.69
212	3771	TRAFFIC MANAGEMENT INC	E□UIPMENT	\$	9,301.25
213	3772	VULCAN MATERIALS C□MPANY	SH□P SUPPLIES	\$	1,309.01
214	3773	Y□UNG, CLIFF□RD	CALPERS L□NG TERM CARE	. \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	527.91
215	3774	BRENNTAG PACIFIC INC	CHEMICALS	\$	12,259.42
216	3775	BRITHINEE ELECTRIC INC	C NTRACT R LAB R	\$	43,444.80
217	3776	CLINICAL LAB □F SAN BERNARDIN□	LAB FEES	\$	5,792.75
218	3777	CRB SECURITY S□LUTI□NS	ALARM FEES	\$	1,916.59
219	3778	ENGINEERING RES□URCES INC	ENGINEERING SERVICES	\$ \$ \$ \$ \$ \$ \$ \$ \$	7,114.00
220	3779	FASTENAL COMPANY	REPAIRS/MAINTENANCE	\$	8,309.68
221	3780	HASA INC.	CHEMICALS	\$	11,590.40
222	3781	HILLT□P GE□TECHNICAL, INC.	ENGINEERING SERVICES	\$	2,187.00
223	3782	MCMASTER-CARR SUPPLY C MPANY	REPAIRS/MAINTENANCE	φ	3,842.31
224	3783	MERLIN JUHNSUN CUNST INC.	C NTRACT R LAB R	Ψ	380,123.46
225	3784		ENGINEERING SERVICES	φ	2,402.00
		MICHAEL BAKER INTERNATIONAL		φ Φ	
226	3785	FFICE SOLUTIONS	FFICE SUPPLIES	Þ	1,697.42
227	3786	PACIFIC M□BILE STRUCTURES INC	CUST MER SERVICE TRAILER	\$	93,479.51
228	3787	PANTALE N, SCCRRC	E PENSE REIMBURSEMENT	\$	34.14
229	3788	SAFETY COMPLIANCE COMPANY	SAFETY TRAINING	\$	225.00
230	3789	THERM□ ELECTR□N N□RTH AMERICA	REPAIRS/MAINTENANCE	\$	5,924.25
231	3790	ADVANTAGE BUSINESS F□RMS INC	☐FFICE SUPPLIES	\$	463.33
232	3791	ALBERT A WEBB ASS□CIATES	ENGINEERING SERVICES	\$	8,466.50
233	3792	ALL PR□ ENTERPRISES INC.	JANIT□RIAL SUPPLIES	\$	3,156.01
234	3793	CALIF□RNIA LANDSCAPE & DESIGN	LANDSCAPE MAINTENANCE	\$	5,919.00
235	3794	CHANDLER ASSET MANAGEMENT	C□NSULTANTS	\$	1,042.74
236	3795	CLINICAL LAB □F SAN BERNARDIN□	LAB FEES	\$	5,940.50
237	3796	CRB SECURITY S□LUTI□NS	ALARM FEES	\$	12,696.21
238	3797	DRAKE, LANCE W	E□PENSE REIMBURSEMENT	\$	200.00
239	3798	ENGINEERING RES□URCES INC	ENGINEERING SERVICES	\$	53,924.63
240	3799	FASTENAL COMPANY	REPAIRS/MAINTENANCE	\$	110.49
241	3800	GE SCIENCE SUPPERT SVCS INC	ENGINEERING SERVICES	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	4,018.75
242	3801	HACH COMPANY	REPAIRS/MAINTENANCE	\$	5,437.50
474	3001	TH TOTA OF INIT FINA	INEL AUTO/MAINTENANOL	Ψ	J,7J1.JU

CASH DISBURSEMENT REPORT JUNE 2019

243	3802	HARRINGT□N INDUSTRIAL PLASTICS F	REPAIRS/MAINTENANCE	\$	198.40
244	3803	HASA INC.	CHEMICALS	\$	176.12
245	3804	H_NEYWELL N	METERS SUPPLIES	\$	6,300.20
246	3805	MCMASTER-CARR SUPPLY C□MPANY F	REPAIRS/MAINTENANCE	\$	1,152.58
247	3806	MERLIN J□HNS□N C□NST INC.	C□NTRACT□R LAB□R	\$	19,500.00
248	3807	SIMPS□N SANDBLASTING & SPECIAL F	REPAIRS/MAINTENANCE	\$	6,450.00
249	3808	THERM ELECTR N RTH AMERICA	REPAIRS/MAINTENANCE	\$	1,368.37
250	3809	ULINE	REPAIRS/MAINTENANCE	\$	929.95
251	3810	UNDERGR□UND SERVICE ALERT L	JSA FEES	\$	683.68
252	3811	UNIFIRST CORPORATION J	IANIT RIAL SERVICES/SUPPLIES /UNIF RMS	\$	1,433.71
253	3812	ADVANTAGE BUSINESS F□RMS INC	FFICE SUPPLIES	\$	624.96
254	3813	CALIF□RNIA LANDSCAPE & DESIGN L	ANDSCAPE MAINTENANCE	\$	5,919.00
255	3814	CLINICAL LAB □F SAN BERNARDIN□ L	AB FEES	\$	3,139.00
256	3815	DIAM□ND ENVIR□NMENTAL SERVICES P	P□RTABLE RESTR□□M RENTAL	\$	106.63
257	3816	FASTENAL C□MPANY F	REPAIRS/MAINTENANCE	\$	294.01
258	3817	GENERAL PUMP C□MPANY INC	REPAIRS/MAINTENANCE	\$	1,290.00
259	3818	HACH C□MPANY F	REPAIRS/MAINTENANCE	\$	6,186.34
260	3819	HASA INC.	CHEMICALS	\$	2,314.96
261	3820	MCMASTER-CARR SUPPLY C□MPANY F	REPAIRS/MAINTENANCE	\$	582.70
262	3821	MERLIN J□HNS□N C□NST INC.	C□NTRACT□R LAB□R	\$	243,592.30
263	3822		FFICE SUPPLIES	\$	466.67
264	3823	□LGUIN, RUDY E	□PENSE REIMBURSEMENT	\$	474.79
265	3824		E□PENSE REIMBURSEMENT	\$ \$	131.00
266	3825	SAMBA H□LDINGS INC	HUMAN RES□URCES SERVICES	\$	91.25
267	3826	ULINE	REPAIRS/MAINTENANCE	\$	503.30
268	3827	VULCAN MATERIALS C□MPANY S	SH□P SUPPLIES	\$	743.93

CHEC□S TOTAL \$ 1,184,307.89 E□T TOTAL \$ 1,068,031.19 GRAND TOTAL \$ 2,252,339.08

# WEST VALLE□ WATER DISTRICT PA□ROLL GROSS WAGES □ISCAL □EAR 2018 - 2019

Report Month	Description	□rom	То	Gross Wages Paid
July 2018	Manual Check	06/15/18	07/05/18	5,319.95
July 2018	Pay Period #14	06/15/18	06/29/18	256,761.29
July 2018	Monthly Pay Period #7	06/01/18	06/30/18	7,203.00
July 2018	Pay Period #15	06/29/18	07/13/18	246,886.43
July 2018	Manual Check	07/13/18	07/19/18	3,332.45
	Total for July 2018			519,503.12
August 2018	Pay Period #16	07/13/18	07/27/18	250,850.53
August 2018	Monthly Pay Period #8	07/01/18	07/31/18	6,321.00
August 2018	Manual Check	07/27/18	08/06/18	2,625.29
August 2018	Manual Check	07/27/18	08/10/18	27,441.77
August 2018	Pay Period #17	07/27/18	08/10/18	243,822.70
August 2018	Safety Celebration			3,650.00
August 2018	Pay Period #18	08/10/18	08/24/18	237,358.82
	Total for August 2018			772,070.11
Contombor 2010	Monthly Day Daried #0	00/04/40	00/24/40	6.762.00
September 2018	Monthly Pay Period #9	08/01/18	08/31/18 09/07/18	6,762.00
September 2018	Pay Period #19	08/24/18		248,656.48
September 2018	Pay Period #20	09/07/18	09/21/18	243,379.26
	Total for September 201	8		498,797.74
□ctober 2018	Monthly Pay Period #10	09/01/18	09/30/18	7,350.00
□ctober 2018	Pay Period #21	09/21/18	10/05/18	248,781.81
□ctober 2018	Manual Check	10/05/18	10/12/18	5,633.25
□ctober 2018	Manual Check	10/05/18	10/18/18	2,982.02
□ctober 2018	Pay Period #22	10/05/18	10/19/18	251,858.33
	Total for □ctober 2018			516,605.41
November 2018	Monthly Pay Period #11	10/01/18	10/31/18	7,188.30
November 2018	Pay Period #23	10/19/18	11/02/18	246,599.90
November 2018	Longevity and SLC□ Pay	10/10/10	11/02/10	58,662.40
November 2018	Manual Check	10/19/18	11/16/18	6,556.32
November 2018	Pay Period #24	11/02/18	11/16/18	255,286.83
	Total for November 2018	3		574,293.75
December 2018	Pay Period #25	11/16/18	11/30/18	252,617.38
December 2018	Monthly Pay Period #12	11/10/18	11/30/18	6,953.10
December 2018	Manual Check	1 1/0 1/ 10	11/30/10	0,955.10
December 2018	Pay Period #26	11/30/18	12/14/18	251,684.40
	Total for December 2018	3		511,254.88
January 2010	Day Daried #1	10/44/40	12/20/10	005 765 40
January 2019	Pay Period #1	12/14/18	12/28/18	265,765.10
January 2019	Monthly Pay Period #1 Pay Period #2	12/01/18 12/28/18	12/31/18 01/11/19	7,276.50
January 2019 January 2019	Pay Period #2 Pay Period #3	01/11/19	01/11/19 01/25/19	268,970.48 277,518.19
	Total for January 2019			819,530.27
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# WEST VALLE□ WATER DISTRICT PA□ROLL GROSS WAGES □ISCAL □EAR 2018 - 2019

Report Month	Description	□rom	То	Gross Wages Paid
February 2019	Monthly Pay Period #2	01/01/19	01/31/19	7,276.50
February 2019	Safety Celebration			3,750.00
February 2019	Pay Period #4	01/25/19	02/08/19	274,217.80
February 2019	Pay Period #5	02/08/19	02/22/19	272,881.89
	Total for February 2019			558,126.19
March 2019	Supplemetal	02/22/19	03/08/19	20,300.25
March 2019	Monthly Pay Period #3	02/01/19	02/28/19	6,468.00
March 2019	Manual Check	02/22/19	03/08/19	6,052.00
March 2019	Manual Check	02/22/19	03/08/19	16,045.37
March 2019	Pay Period #6	02/22/19	03/08/19	266,570.29
March 2019	Pay Period #7	03/08/19	03/22/19	264,804.64
	Total for March 2019			580,240.55
April 2019	Manual Check	03/22/19	04/03/19	6,283.24
April 2019	Manual Check	03/22/19	04/04/19	3,246.78
April 2019	Monthly Pay Period #4	03/01/19	03/31/19	7,276.50
April 2019	Pay Period #8	03/23/19	04/05/19	266,176.79
April 2019	Manual Check	04/05/19	04/11/19	2,643.42
April 2019	Manual Check	04/05/19	04/16/19	2,632.20
April 2019	Manual Check		04/25/19	33,000.00
April 2019	Pay Period #9	04/05/19	04/19/19	283,362.96
April 2019	Supplemental	07/01/18	09/30/18	9,597.10
	Total for April 2019			614,218.99
May 2019	Supplemental	04/05/19	04/19/19	1,055.30
May 2019	Monthly Pay Period #5	04/01/19	04/30/19	6,791.40
May 2019	Pay Period #10	04/19/19	05/03/19	272,820.18
May 2019	Pay Period #11	05/03/19	05/17/19	263,513.28
May 2019	Safety Celebration			5,846.42
	Total for May 2019			550,026.58
June 2019	Pay Period #12	05/17/19	05/31/19	277,468.36
June 2019	Monthly Pay Period #6	05/01/19	05/31/19	6,953.10
June 2019	Safety Celebration			6,030.73
June 2019	Pay Period #13	05/31/19	06/14/19	339,012.11
	Total for June 2019			629,464.30
				===, := ::00

#### WEST VALLE□ WATER DISTRICT E□T AND PA□ROLL ITEMS □une 2019

Date	e Item		Amount
06/06/19	Pay Period #12	8519-8525	12,674.75
06/07/19	Monthly Pay Period #6	none	-
06/19/19	Safety Pays	8529-8559	550.00
06/20/19	Pay Period #13	8560-8567	25,462.99
	Total Chec⊡s	=	38,687.74
06/06/19	Pay Period #12 Direct Deposits	EFT	175,369.20
06/06/19	Federal Tax Withheld Social Security & Medicare	EFT	71,677.69
06/06/19	State Tax Withheld and State Disability Insurance	EFT	14,006.21
06/06/19	Lincoln Deferred Compensation Withheld	EFT	12,934.59
06/06/19	Lincoln - Employer Match Benefit	EFT	3,500.00
06/06/19	Lincoln - 401(a) Employer Match Benefit	EFT	192.50
06/06/19	Nationwide Deferred Compensation	EFT	1,984.20
06/06/19	Nationwide - Employer Match Benefit	EFT	450.00
06/06/19	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	24,121.41
06/06/19	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	14,010.92
06/06/19	California State Disbursement	EFT	1,141.23
06/07/19	Monthly Pay Period #6 Direct Deposits	EFT	6,094.65
06/07/19	Federal Tax Withheld Social Security & Medicare	EFT	1,341.90
06/07/19	State Tax Withheld	EFT	48.46
06/19/19	Safety Pays Direct Deposits	EFT	2,250.00
06/19/19	Federal Tax Withheld Social Security & Medicare	EFT	2,238.11
06/19/19	State Tax Withheld	EFT	454.30
06/20/19	Pay Period #13 Direct Deposits	EFT	203,700.00
06/20/19	Federal Tax Withheld Social Security & Medicare	EFT	90,503.39
06/20/19	State Tax Withheld and State Disability Insurance	EFT	19,272.51
06/20/19	Lincoln Deferred Compensation Withheld	EFT	13,165.36
06/20/19	Lincoln - Employer Match Benefit	EFT	3,500.00
06/20/19	Lincoln - 401(a) Employer Match Benefit	EFT	192.50
06/20/19	Nationwide Deferred Compensation	EFT	1,984.20
06/20/19	Nationwide - Employer Match Benefit	EFT	450.00
06/20/19	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	24,994.95
06/20/19	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	15,613.34
06/20/19	California State Disbursement	EFT	1,141.23
	Total E⊟T	- -	706,332.85
	Grand Total Payroll Cash	<u>.</u>	745,020.59



## BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: AUTHORIZATION TO APPROVE CHANGE ORDER NO. 3 FOR THE

HIGHLAND AVENUE 30-INCH TRANSMISSION MAIN PROJECT

#### **BACKGROUND:**

On June 27, 2018, the District entered into a contract with Merlin Johnson Construction, Inc. for the construction of the Highland Avenue 30-inch Transmission Main Capital Improvement Project. While installing the new 30-inch transmission main at Highland Avenue, AWWA sampling point requirements at a minimum of every 1,200 feet increased the number of sampling points needed to complete the project.

In order to comply with the AWWA requirements, three (3) additional sampling points above the original contract amount was required. Merlin Johnson Construction, Inc. has submitted Change Order No. 3 to cover the cost for this additional work.

#### **FISCAL IMPACT:**

This was a budgeted item in the Fiscal Year 2019/20 Capital Improvement Budget under the Highland Avenue 30-inch Transmission Main – Pepper Avenue to Oakdale Avenue - Construction. Change Order No. 3 will increase the contract amount by \$24,766.00 to \$1,564,481.30. A copy of Change Order No. 3 is attached as **Exhibit A**. Additional funds will be needed. The District's contingency budget for Capital Improvement Projects has funds available to transfer. A summary of the requested budget transfer is as follows:

CIP FY 2019-2020 Project Name	Current Budget	Construction Cost	Transfer From/To	Remaining Budget	
CONT Contingency	\$620,441.00	\$0.00	(\$24,766.00)	\$595,675.00	
W15007 Highland Avenue 30-inch Transmission Main – Pepper Avenue to Oakdale Avenue - Construction	\$0.00	\$24,766.00	\$24,766.00	\$0.00	

#### **STAFF RECOMMENDATION:**

It is recommended that the Board of Directors authorize staff to approve Change Order No. 3 for

the 30-Inch Transmission Main Capital Improvement Project in the amount of \$24,766.00 and authorize the General Manager to execute the necessary documents.

Respectfully Submitted,

Clarence C. Mansell

Clarence Mansell Jr, General Manager

RMG:ce

### **ATTACHMENT(S)**:

1. Exhibit A - Merlin Johnson Construction, Inc. Change Order No. 3

### **EXHIBIT A**

#### **SECTION 2.11** of PROCEDURAL DOCUMENTS

#### **CHANGE ORDER**

**OWNER:** West Valley Water District

**CONTRACTOR:** Merlin Johnson Construction, Inc.

P.O. Box 777

Mentone, CA 92359

**PROJECT:** Zone 4 - 30" Transmission Line in Highland

Avenue

Change Order No. 3 Agreement Date: June 27, 2018

Sheet 1 of 2 Date: 05/29/2019

The following changes are hereby made to the Contract Documents:

#### T. **EXTRA WORK**

ADD **DEDUCT** 

- 1. Install three (3) sample stations @ STA 18 + 00, 28 + 00, and 38 + 00, per WVWD standard drawing W-4. Install valve can and lid around sample station riser. Dig up sample station, remove the corp, install screw plug, backfill with bedding in pipe zone and 100% CAB from pipe zone to finished surface at three (3) locations, after bacti samples were taken.
  - 16,547.00
- 2. STA 28 + 00 and 38 + 00 are already base paved. Base pave trench at these two (2) sample stations.

8,219.00

#### TOTAL FOR CHANGE ORDER NO. 3 \$ 24,766.00

#### II. **CONTRACT TIME**

Increased -0- calendar days

#### III. JUSTIFICATION:

AWWA requires sampling points at a minimum of every 1,200 feet and due to this requirement, three (3) sample point stations were required.

#### **CHANGE TO CONTRACT PRICE:**

Original Contract Price	\$ <u>1,283,452.00</u>
Current Contract Price Adjusted by Previous Change Order(s)	\$ <u>256,263.30</u>
Contract Price Due to This Change Order will be Increased	\$ 24,766.00
New Contract Price, including This Change Order	\$ <u>1,564,481.30</u>

#### **CHANGE TO CONTRACT TIME:**

Contract Time will be increased	-0-
	Working Days
Date of Completion of All Work	August 9, 2019 (Date)

### **REQUIRED APPROVALS:**

To be effective, this Change Order must be approved by the Owner, or as may otherwise be required by the Supplemental General Conditions.

Requested By (Contractor)	Date
Recommended By (Project Manager)	Date
Recommended By (Engineering Manager)	Date
Accepted By (Owner)	Date



## BOARD OF DIRECTORS STAFF REPORT

**DATE:** August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: AUTHORIZATION TO APPROVE CHANGE ORDER NO. 1 FOR WELL 41

ION EXCHANGE TREATMENT PROJECT

#### **BACKGROUND:**

At the March 9, 2019 Mid-Year Budget Workshop and Water Reliability Workshop, District staff reported on the status of the system and pointed out a potential for not having adequate water supply to meet the high water demands this summer. To address this issue, District staff has embarked upon a Water Reliability Improvement Program.

On April 6, 2019, the Board of Directors authorized the General Manager to issue emergency contracts to approve vendors not to exceed \$335,000.00 in total without prior approval of the Board to rehabilitate, lower and/or add treatment systems to wells that staff determined are in need of such services. In order to ensure that adequate water sources are available to meet the summer demands, District staff will periodically report the system status and key projects that are in progress.

#### **DISCUSSION:**

On April 8, 2019, the District entered into an Agreement with Merlin Johnson Construction, Inc. for the Well 41 Ion Exchange Treatment Capital Improvement Project. While installing the ion exchange vessels, the Contractor identified the following items not included in the original contract necessary to complete the project:

- Furnish and install two (2) gates with 20 ft. opening, gates. They will be double gates (10 feet each half) per the District standard drawing No. W-16 and W-17.
- Clean and paint both vessels and all piping including the Well Head.

Merlin Johnson Construction, Inc. has submitted Change Order No. 1 to cover the cost for the additional work.

#### **FISCAL IMPACT:**

This was a budgeted item in the Fiscal Year 2019/20 Capital Improvement Budget under the Well 41 Ion Exchange Treatment. Change Order No. 1 will increase the contract amount by \$53,864.00 to \$180,729.00. A copy of Change Order No. 1 is attached as **Exhibit A**. Sufficient funds are available in the project budget to cover the cost of Change Order No. 1.

CIP FY 2019-2020 Project Name	Current	Construction	Remaining	
	Budget	Cost	Budget	
W19002 Well 41 Ion Exchange Treatment	\$842,412.00	\$53,864.00	\$788,548.00	

#### **STAFF RECOMMENDATION:**

It is recommended that the Board of Directors authorize staff to approve Change Order No. 1 for the Well 41 Ion Exchange Treatment Capital Improvement Project in the amount of \$53,864.00 and authorize the General Manager to execute the necessary documents.

Respectfully Submitted,

Clarence C. Manselly

Clarence Mansell Jr, General Manager

RMG:ce

#### **ATTACHMENT(S)**:

1. Exhibit A - Merlin Johnson Construction, Inc. Change Order No. 1

### **EXHIBIT A**

### SECTION 2.11 of PROCEDURAL DOCUMENTS

#### **CHANGE ORDER**

**OWNER:** 

West Valley Water District

**CONTRACTOR:** 

Merlin Johnson Construction, Inc.

P.O. Box 777

Mentone, CA 92359

**PROJECT:** 

Well 41 Ion Exchange Vessels (#W19002)

\$ 53,864.00

Change Order No. 1

Agreement Date: April 8, 2019

Date: 07/24/2019

Sheet 1 of 2

The following changes are hereby made to the Contract Documents:

#### I. EXTRA WORK

,	ZATRA WORK		<u>ADD</u>	<b>DEDUCT</b>
1.	Furnish & install two (2) gates with 20° opening, gates will be installed at the northwest of Well site one in the west fence line and one in the north fence line. Both will be double gates.	,	\$5,578.00	
2.	Clean and paint both vessels and all piping, including the Well Head.		\$48,286.00	
		Total, Item I	\$53,864.00	

TOTAL FOR CHANGE ORDER NO. 1

#### II. CONTRACT TIME

Increased 30 calendar days

#### III. JUSTIFICATION:

District requested to install two (2) sets of gates and to clean and paint both vessels and piping that was not included in the original contract to complete the project.

#### **CHANGE TO CONTRACT PRICE:**

Original Contract Price	\$ <u>126,865.00</u>		
Current Contract Price Adjusted by Previous Change Order(s)	\$	-0-	
Contract Price Due to This Change Order will be Increased	\$ _53	<u>,864.00</u>	
New Contract Price, including This Change Order	\$ <u>180</u>	,729.00	

#### **CHANGE TO CONTRACT TIME:**

Contract Time will be increased	Working Days
Date of Completion of All Work	August 23, 2019 (Date)

#### **REQUIRED APPROVALS:**

To be effective, this Change Order must be approved by the Owner, or as may otherwise be required by the Supplemental General Conditions.

Requested By (Contractor)	Date
Recommended By (Project Manager)	Date
Recommended By (Asst. Gen. Manager)	Date
Accepted By (Owner)	Date



### BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager SUBJECT: TREASURER REPORT APRIL 2019

West Valley April 2019 Treasurer Report
West Valley Water District Memo for April 2019 Investments
West Valley Water District Memo for April 2019 Reserve Accounts
April 2019 Investment Policy Analysis
April 2019 Bond Analysis

Respectfully Submitted,

Clarence C. Mansell

Clarence Mansell Jr, General Manager

CM:lm

#### <u>ATTACHMENT(S)</u>:

- 1. Exhibit A West Valley April 2019 Treasurer Report
- 2. Exhibit B West Valley Water District Memo for April 2019 Investments
- 3. Exhibit C West Valley Water District Memo for April 2019 Reserve Account
- 4. Exhibit D April 2019 Investment Policy Analysis
- 5. Exhibit E April 2019 Bond Analysis

### **EXHIBIT A**

# West Valley Water District Cash, Investment & Reserve Balances - April 30, 2019

March 2019 April 2019 RESERVE					Minimum		
Institution/Investment Type		Balance		Balance	ACCOUNT		Balance
Funds Under Control of the District:	П		Г		RESTRICTED FUNDS		
			l		2016A Bond		513.07
District Cash Drawers	\$	4,300.00	<u> </u>	4,300.00	Customer Deposit Accounts		3,001,329.14
	\$	4,300.00	\$	4,300.00	Capacity Charge Acct Balance		8,471,091.69
			l		CIP account in LAIF for capital purposes		3,000,000.00
			l		Rebate 2015 (Cleared \$2,508,177.98)		30,960.39
Checking and Savings:		4 700 004 00	٦	0.440.747.70	Rebate 2018 (Cleared \$2,191,123.74)		72,398.66
Chase - General Government Checking	\$	4,720,891.96	\$	3,118,747.79		\$	14,576,292.95
Chase - Special Rebate Checking	\$	110.95		29.68	CAPITAL RESERVE FUNDS		
Chase - UTC Routine Checking	5	517,053.76		17,046.61	Capital Project Account - 100% FY 18-19	7	' '
Chase - UTC Non-Routine Checking	\$	48,853.88	\$	48,799.59	Capital Project Account-80% FY 19-20		9,256,800.00
	\$	5,286,910.55	\$	3,184,623.67	Administrative & General Account	<u> </u>	1,339,756.10
						\$	21,746,314.10
					LIQUIDITY FUNDS		
State of California, Local Agency Investment Fund		13,104,436.43		16,186,642.26	Rate Stabilization Account		875,110.46
US Bank - Chandler Asset Mgmt		12,376,830.67		12,393,944.81	Operating Reserve Account	\$	4,465,853.67
CalTrust Pooled Investment Fund - Short Term	\$	15,218,860.47	\$	15,255,766.31	Emergency Account	\$	1,188,843.07
CalTrust Pooled Investment Fund - Medium Term	\$	10,337,889.60	\$	10,359,345.33	Water Banking Account	\$	125,000.00
						\$	6,654,807.19
U. S. Treasury Bills					OTHER RESERVES		
Government Agencies (Federal Home Loan Bank)	\$	•	\$	-	Self-Insurance Reserve	\$	5,000,000.00
						\$	5,000,000.00
Total	\$	56,329,227.72	\$	57,384,622.38			•
Funds Under Control of Fiscal Agents:					OPERATING CASH		
<u>US BANK</u>				i	Balance Available for Daily Operations	\$	9,407,721.21
2016A Bond - Principal & Payment Funds	\$	181.09	\$	284.17		\$	9,407,721.21
2016A Bond - Interest Fund	\$	228.51	\$	228.90			
Total	\$	409.60	\$	513.07	Grand Total	\$	57,385,135.45
Grand Total	\$	56,329,637.32	\$	57,385,135.45	UNRESTRICTED RESERVES	\$	42,808,842.50

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the West Valley Water District Board of Directors and the California Government Code Section 53601

I also certify that there are adequate funds available to meet the District's Budget.

Interim Chief Financial Officer

## **EXHIBIT B**

#### Note:

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impairment our independence.

#### **Total Fund Balance**

When comparing the District's total fund balances month-over-month between March (\$56,329,637.32) and April (\$57,385,135.45), CLA found the \$1,055,498.13 increased fund balance was largely due to nearly \$600,000 in deposits from San Bernardino County as well as increases in the District's investment accounts from March 2019 to April 2019.

#### **U.S. Bank Chandler Custodial Account**

Cash/Money Market - Per Section 9.11 of the District's investment policy, "The company shall have met either one of the following criteria: 1) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs "Nationally Recognized Statistical Rating Organization" or 2) 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." Based on Chandler Asset Management's reconciliation summary for the period ending April 30, 2019, CLA was able to verify that all of the District's cash and money-market securities were in accordance with the investment policy. CLA also conducted an independent investigation of the District's cash and money-market securities and found that all of the District's holdings were in alignment with the requirements set forth in the investment policy.

In addition to ensuring that the District's money market funds attained the highest ranking provided by more than one NRSRO, the District also met the requirements outlined in Section 9.11 of the investment policy through its established relationship with Chandler Asset Management. With total assets under management of over \$13.5 billion and a portfolio manager with over five years of experience in managing money market mutual funds, Chandler Asset Management exceeds the aforementioned requirements of the District's policy.

Per the investment policy, the maximum percentage of District investments in money market funds is capped at 20%. Similarly, the allowable mutual fund and money market account instruments per California government code (Sections 53601(I) and 53601.6(b)) for local government entities are also capped at 20%. The District's money market balance percentage as of April 30, 2019 is 0.04%. Therefore, the District is in compliance with both the investment policy and California governmental code.

**United States Treasury Issues** – Per Section 9.1 of the investment policy, "there's no limitation as to the percentage of the portfolio that may be invested in this category, however, maximum investment maturities are limited to up to five years." Based on CLA's analysis, the purchase dates for all United States treasury issues fall within the five-year framework established in the investment policy, with the longest held security (912828M80) maturing four and a half years from the original purchase date.

The District's investment policy is also in uniformity with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(b)). These guidelines do not establish a maximum specified percentage of the District's investment portfolio for United States Treasury Obligations. The State of California's guidelines do, however, establish that maximum investment maturities for United States Treasury Obligations are limited to five years. As of April 30, 2019, 5.2% of the District's total portfolio is invested in United States treasury issues. With no maximum percentage established for United States Treasury issues, the District is in conformity with the investment policy and the State of California's Local Agency Investment Guidelines.

Medium-Term Notes – Section 9.10 of the District's investment policy states "purchases are limited to securities that have a long-term debt rating of at least the "A" category, or its equivalent, by a NRSRO." The investment policy also states that medium-term notes should have a "maximum remaining maturity of five years or less". All instruments categorized as medium-term notes in the District's portfolio are in compliance with Section 9.10 of the investment policy, as each security has a satisfactory long-term debt rating and the investment matures within the five-year time frame as dictated in the policy. Based on CLA's analysis, the purchase dates for all medium-term notes fall within the five-year framework established in the investment policy, with the longest held security (931142EK5) maturing exactly five years from the original purchase date.

Per Section 9.10 of the investment policy, the maximum percentage of investments in medium short-term notes is 30% of the portfolio.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(k)) regarding medium-term notes. These guidelines establish a maximum specified percentage of the District's investment portfolio for medium-term notes at 30%. The State of California's guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Medium-term notes constitute roughly 5.3% of the District's total investment balance as of April 30, 2019. Therefore, the District is in compliance with both the investment policy and the State of California's standards.

**Federal Agency Obligations** – Per Section 9.5 of the District's investment policy, "there is no limitation as to percentage of the portfolio that may be invested in this category, however, purchases of callable Federal Agency obligations are limited to a maximum of 30 percent of portfolio." Although the policy does not explicitly list the bond rating requirements for federal agency obligations, all of the District's current federal agency holdings are rated AAA by multiple NRSRO's as of April 30, 2019.

Although the District's investment policy caps federal agency obligations at 30 percent of the investment portfolio, the State of California's Local Agency Investment Guidelines have not established a maximum specified percentage for investments in federal agency obligations (Government Code Section 53601(f)). However, these guidelines are in accordance with the District's investment policy in that maximum investment maturities for federal agency obligations are limited to five years.

The maximum percentage of the District's investments in federal agency obligations is 30% of the portfolio. Federal agency obligations represent 10.2% of the District's total investment balance as of

April 30, 2019. Therefore, the District is in accordance with both its investment policy as well as the guidelines set-forth by the State of California.

#### **Local Agency Investment Fund (LAIF)**

The State of California, Local Agency Investment Fund (LAIF) processes a same-day transaction if notified by 10:00 am. This ability satisfies the investment requirement of 24-hour liquidity as stipulated in the investment policy for the District.

Per Section 9.2 of the District's investment policy, the maximum percentage of investments in the State of California, Local Agency Investment Fund is unlimited.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 16429.1) concerning the Local Agency Investment Fund. These guidelines establish no maximum specified percentage of the District's investment portfolio while also establishing no maximum maturity date for LAIF investments.

As of the period ending April 30, 2019, the District's Local Agency Investment Fund balance represents roughly 28.2% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy as well as the standards of the Local Agency Investment Guidelines.

Based on the LAIF performance report for the period ending May 31, 2019, (attached as an addendum to the investment memo), LAIF investments had a net-yield of 2.449% for the month-ending April 30, 2019. In terms of portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 50.24%
- Agencies- 20.77%
- Certificates of Deposit/Bank Notes- 17.41%
- Commercial Paper- 5.76%
- Time Deposits- 4.99%
- Loans- 0.81%

On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. Per the settlement agreement, "West Valley and the non-settling plaintiffs separately asserted six claims alleging breach of contract and other claims arising from the 1961 Decree." The 1961 Decree governs groundwater pumping from a portion of the Rialto-Colton Basin. The claims also concern the defendants (Fontana Parties) pumping from a portion of the Rialto-Colton Basin that is outside the Rialto Basin as defined by the 1961 Decree. The San Bernardino Basin Area and most but not all of the Rialto-Colton Basin are located within the service area of the Valley District and this violation served as the basis of the settlement.

The settlement check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these funds have been earmarked for Capital Improvement Projects, the District has yet to allocate these funds to any specific project and the District

will house all settlement funding in the LAIF account until board approval is received for the allocation of these funds.

#### The Investment Trust of California (CalTRUST)

The District maintains investments in the CalTRUST Short-Term and CalTRUST Medium-Term Funds. For the period ending April 30, 2019 the Net Asset Value per share was \$10.03 (\$15,255,766.31 book value) for CalTRUST Short-Term Fund investments and \$10.00 (\$10,359,345.33 book value) for CalTRUST Medium-Term Fund investments. Per the S&P Global Rating Pool Profile, the credit rating for the Short-Term Fund is AAf, identifying the credit quality of the fund's portfolio performance as very strong. Per the S&P Global Rating Pool Profile, the credit rating for the Medium-Term Fund is A+f, identifying the credit quality of the fund's portfolio performance as strong.

Per Section 9.3 of the District's investment policy, "no limit will be placed on the percentage total in this category." The State of California also fails to establish a maximum percentage total for investment trusts per Government Code Section 16340. As of the period ending April 30, 2019, the District's CalTRUST investment balance represents roughly 44.6% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy and the standards set-forth by the State of California as it relates to CalTRUST securities.

#### **Bank Deposits**

Based on the District's investment policy, "Securities placed in a collateral pool must provide coverage for at least 100 percent of all deposits that are placed in that institution." As of April 30, 2019, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, with the exception of the Chase General Governmental Checking account. The Chase General Governmental Checking account maintains funds for operational purposes and normally carries a balance of at least \$1.5 million dollars which represents funding for one payroll and one accounts payable check run. In CLA's comparison between the District's general checking account balances for March 2019 (\$4,720,891.96) and April 2019 (\$3,118,747.79), CLA found the decrease in the April 2019 checking account balance was largely due to the board-approved \$3 million dollar transfer of West End Litigation Settlement funds to the District's LAIF account. Additionally, the District also transferred \$500,000 from the UTC Routine Checking account to the General Governmental Checking account. Lastly, the District also received nearly \$600,000 in deposits to the General Governmental Checking account from San Bernardino County for services rendered.

In analyzing the accounting for the District's cash drawers (\$3,600) and petty cash (\$700), per the District's accounting staff, the District's cash drawers are reconciled on a daily basis. Each drawer is counted by the customer service representative responsible for the drawer and a secondary count is performed by the customer service lead or supervisor prior to the funds being relinquished to the District's armored security provider, Gaurda, for deposit on a daily basis. Cash deposits are reconciled daily by the District's accounting department. Petty cash is also reconciled by the accounting department on a monthly basis. The District has provided a formalized cash drawer reconciliation for March where they confirm the total amount of cash drawers issued to employees with no variance and the supervisor signs-off on the last working day of the month.

Section 9.12 of the investment policy asserts that "there is no limit on the percentage of the portfolio that may be invested in bank deposits." Similarly, the State of California's Government Code for Allowable Investment Instruments fails to dictate any portfolio standards for general bank deposit accounts. Although no maximum has been established for amounts invested in bank deposits by the investment policy or the State of California, CLA can verify that as of April 30, 2019 the District had 5.6% of its portfolio invested in bank deposit accounts.

#### **Supranationals**

Supranationals are explicitly defined in Section 9.14 of the investment policy as "US dollar-denominated senior unsecured unsubordinated obligations or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank". Securities listed as supranationals must be rated in the AA category or higher by a NRSRO and no more than 30% of the District's portfolio may be invested in these securities with a maximum maturity of five years.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(q)) regarding supranationals. These guidelines establish a maximum specified percentage of the District's investment portfolio for supranationals at 30%. The State of California's guidelines also establish that maximum investment maturities for suprnationals should be five years or less.

As of April 30, 2019, the District's investments in two securities categorized as supranationals was roughly 0.9% of the total portfolio and both securities maintained a maturity date of less than five years from the original purchase date. CLA can confirm that the District's supranational investments meet the standards of both the investment policy and the State of California.

## **EXHIBIT C**

#### Note:

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impairment our independence.

#### **Restricted Funds**

**Bond Proceeds Fund(s)** – Balances in the bond proceeds fund accounts represent monies derived from the proceeds of a bond issue. Per the requirements of the District's reserve policy, the target level for the debt service reserve requirement is established at the time of the bond issue. Based on documentation provided to CLA, "no reserve fund has been established in connection with the issuance of the 2016A bonds." Therefore, the April 30, 2019 ending balance of \$513.07 satisfies the minimum balance requirements per the District's reserve policy.

**Customer Deposit Accounts** – Due to fluctuations in the number of utility customer deposits required and the number of development projects in process, no minimum or maximum levels have been established for customer deposit accounts. The customer deposit account balances presented on the treasurer's report are based on the ending balance on the general ledger for the month. The customer deposit accounts are reconciled periodically, however, they have not been traditionally reconciled monthly. CLA was able to confirm that the customer deposit accounts balance presented on the April 2019 Treasurer's Report reconcile with the general ledger. The April 30, 2019 balance of \$3,001,329.14 in customer deposit accounts satisfies the balance requirements of the District's reserve policy.

**Capacity Charge Account** – The District's reserve policy does not explicitly address or specify any minimum or maximum funding levels for capacity charge accounts. However, based on the reconciliation schedule provided by the District, CLA can confirm that the balance of \$8,471,091.69 presented on the April 2019 Treasurer's Report for the Capacity Charge Account reconciles with the documentation provided to CLA with no variance.

CIP Account in LAIF for Capital Purposes – On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. The check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these settlement funds have been restricted for Capital Improvement Projects, currently there are no designations or allocations for District funding towards any Capital Improvement Projects.

**Rebate Accounts** – Per the District's accounting staff, West Valley Water District currently maintains two rebate balances, the Rebate 2015 and Rebate 2018 accounts. These rebates represent one-time payments due to customers for consumption charges. As of September 30<sup>th</sup>, the Special Rebate account was used to house all funds for rebates due to customers. However, the September 2018 Special Rebate Checking account's balance of \$162,055.57 was transferred to the general government checking account which would then be used to pay for all outstanding rebate checks at the end of September 2018.

Although the April 2019 Special Rebate Checking balance is \$29.68, all outstanding rebates for 2015 and 2018 will be paid from the District's general government checking account. The balances highlighted on the April 2019 Treasurer's Report indicate outstanding payments due to customers for each rebate. West Valley's by-laws state that the District must maintain and properly account for any rebates due to customers for at least three years after the rebate's original date of issuance. After three years the District is then able to absorb those funds for general operating purposes. The District's reserve policy does not explicitly address or specify any minimum or maximum funding levels for rebate accounts.

Based on the reconciliation schedule provided by the District, CLA can confirm that the balances presented on the April 2019 Treasurer's Report for the Rebate 2015 (\$30,960.39) and Rebate 2018 (\$72,398.66) accounts reconcile with the documentation provided to CLA with no variance. The District will maintain funding in these rebate accounts until the aforementioned three-year deadline is reached.

#### **Capital Reserve Funds**

Capital Project Account – The capital project account is used for the funding of new capital assets or the rehabilitation, enhancement, or replacement of capital assets when they reach the end of their useful lives. Per the requirements of the District's reserve policy, "the minimum target level WVWD will strive for is 100% of its then-current year fiscal year from the Capital Improvement Budgets plus 80% of the amount estimated to be needed the following fiscal year." The District currently maintains a balance of \$20,406,558 (\$11,149,758 for fiscal year 2018-19 and \$9,256,800 for fiscal year 2019-20) in its capital project account, meeting the minimum target level required for both fiscal years. CLA was able to confirm that the District is in adherence with the minimum target level requirement as of April 30, 2019 by reviewing the board-approved 2018-19 Capital Improvement Budget which shows a total CIP for fiscal year 2018-19 of \$11,149,758. CLA was also able to confirm that the District meets its minimum target level for 2019-20 by reviewing the West Valley Water District's Water Master Plan, which details the District's capital improvement budgets for each year through fiscal year 2022-23. The District expects to expend \$12,638,000 in capital improvement costs in 2019-20. Per the District's accounting staff, the Well 2A IVDA supply improvement project totaling \$1,067,000 has been canceled for 2019-20 and should be deducted from the 2019-20 capital improvement costs of \$12,638,000, leaving a remaining capital improvement budget of \$11,571,000. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2019-20) which amounts to \$9,256,800, which fulfills the minimum target level requirements.

Administrative & General Account – The administrative and general account is utilized to fund certain general, administration and overhead projects. While no specific target level has been earmarked for either component, the District hopes to maintain a minimum balance in the administrative and general account equal to 5% of its annual operating expenses. Per the FY 2018-19 board-approved budget with mid-year amendments, CLA can confirm the District has an operating expenses budget of \$26,795,122. As of April 30, 2019, the administrative and general account contains \$1,399,756.10, which satisfies the 5% minimum requirement of the District's reserve policy.

#### **Liquidity Funds**

**Rate Stabilization Fund** – This fund is established to provide flexibility to the Board when settling rates to allow for absorbing fluctuations in water demand and smoothing out rate increases over time, temporarily defraying any unforeseen decreases in the sale of water. To remain in conjunction with the

reserve policy, the District should aim to maintain a minimum level equal to 5% of water sales. Per the FY 2018-19 board-approved budget, the District anticipates water revenues of \$17,502,209 for the current fiscal year. Therefore, CLA can verify that the District's current balance of \$875,110.46 in its rate stabilization account achieves the minimum target level for this account as indicated in the reserve policy.

Operating Reserve Account – This fund may be routinely utilized by staff to cover temporary cash flow deficiencies caused by timing differences between revenue and expenses or decreases in revenues and unanticipated increases in expenses. Given the significance of this account, the District strives to maintain a minimum amount equal to 60 days of the District's budgeted total operating expenses in this account. Per the FY 2018-19 board-approved budget with mid-year amendments, CLA can validate that the District has an operating expenses budget of \$26,795,122. As of April 30, 2019, the operating reserve account maintains a balance of \$4,465,854, which satisfies the requirements of the District's reserve policy.

Emergency Account – The emergency account may be utilized to purchase water at any time or to begin repair of the water system after a catastrophic event. Therefore, a minimum target level equal to 1% of net capital assets of the District's water system has been established to enable the district to manage emergency situations. Per April 30, 2019 general ledger detail reporting provided by the District's accounting staff, CLA was able to confirm that the District's net assets total \$118,884,307. As of April 30, 2019, the emergency account represents a balance of \$1,188,843.07 or 1% of total net assets, allowing the District to meet its requirements for the reserve policy.

Water Banking Account – The District's reserve policy states "The District will strive to maintain a minimum level equal to the cost of 1,000 acre-feet of water and a maximum amount equal to the cost of 10,000 acre-feet of water." Per an invoice from the San Bernardino Valley Municipal Water District, CLA can confirm that the District currently pays \$125 per acre-feet of water. By maintaining a balance of \$125,000 in its Water Banking Account, the District is in adherence with its reserve policy.

**Self-Insurance Reserve** – As indicated in the minutes from the April 5, 2018 board meeting, the District's board of directors approved \$5,000,000 in funds for employee liability claims. Per e-mail correspondence with the District's interim Chief Financial Officer, dated July 3, 2019, there has not been any updates to the self-insurance reserve policy, however, the District is currently evaluating other self-insurance policy options.

CLA reviewed the Treasurer's report for clerical accuracy and recalculated the total Unrestricted Reserves balance to ensure the totals balanced with the April 2019 Treasurer's Report. The Treasurer's Report indicates that West Valley Water District's total cash, investment and reserve balances as of April 30, 2019 total \$57,385,135.45. In its assessment of the District's accounts, CLA can confirm the balances indicated on the Treasurer's Report are accurate.

## **EXHIBIT D**

West Valley Water District Investment Policy Analysis April 30, 2019

U.S. Bank - Chandler Asset Management		
Money Market	22,671.44	Α
Commercial Paper	-	Α
Federal Agency Obligations	5,847,161.25	Α
U.S. Government	2,968,887.50	Α
Corporate Bonds	3,064,577.12	Α
Supranational	490,647.50	Α
Negotiable CD	-	Α
Total U.S. Bank - Chandler Asset Management Funds	\$ 12,393,944.81	

Checking and Savings		
Bank of Hope	-	В
Chase-1653 (Operating Account)	3,118,747.79	В
Chase-1368	17,046.61	В
Chase-1392	48,799.59	В
Chase-5993 (Rebate Account)	29.68	В
Total Checking and Savings	\$ 3,184,623.67	

CalTRUST Short Term Fund	15,255,766.31	Α
CalTRUST Medium Term Fund	10,359,345.33	Α
LAIF	16,186,642.26	Α
District Cash Drawers	4,300.00	С
2016A Bond - Principal & Payment Funds	284.17	В
2016A Bond - Interest Fund	228.90	В
Total April 30, 2019 District Funds	72,963,703.93	

The balances indicated above are as of April 30, 2019

Balances verified with monthly investement statements provided by client	Α
Balances verified with monthly bank statements provided by client	В
Balances verified with monthly reconciliations provided by client	С

The purpose of this report is to calculate the asset class percentage in comparison with the maximum portfolio percentage allowed by the district's investment policy

Based on our review of the asset classes as of 04/30/2019, West Valley Water District is in compliance with its investment policy

Security Type	Maximum	Balance
Commercial Paper	25%	-
Federal Agency Obligations	30%	5,847,161.25
U.S. Government	No Limit	2,968,887.50
LAIF	No Limit	16,186,642.26
CalTRUST	No Limit	25,615,111.64
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	3,064,577.12
Money Market	20%	22,671.44
Bank Deposits	No Limit	3,188,923.67
Supranational	30%	490,647.50
Total Investments per Policy		57,384,622.38
Funds Excluded from Policy Total	2016A	513.07 57,385,135.45

Asset Class	April 2019 (% of Total Investments)		Maximum Portfolio (%)
Commercial Paper	(	0.0%	25%
Federal Agency Obligations	10	0.2%	30%
U.S. Government	5	5.2%	No Limit
LAIF	28	8.2%	No Limit
CalTRUST	44	4.6%	No Limit
Negotiable CD	(	0.0%	30%
Medium Term Notes (Corporate Bonds)	5	5.3%	30%
Money Market	0.	.04%	20%
Bank Deposits		5.6%	No Limit
Supranational	(	0.9%	30%

### **EXHIBIT E**

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 4/30/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
Federal Home Loan Bks - 3130ABF92	249,812.50	Aaa	Yes	4/12/2018	5/28/2019	1.1
F H L M C M T N - 3137EAEB1	249,137.50	Aaa	Yes	4/10/2018	7/19/2019	1.3
F H L M C - 3137EAEH8	249,215.00	Aaa	Yes	4/10/2018	8/15/2019	1.3
Federal Home Loan Bks - 3130ACM92	248,897.50	Aaa	Yes	4/16/2018	10/21/2019	1.5
Federal Farm Credit Bks - 3133EJLU1	250,095.00	Aaa	Yes	4/20/2018	1/24/2020	1.7
Federal Home Loan Bks - 313378J77	248,800.00	Aaa	Yes	4/9/2018	3/13/2020	1.9
Federal Home Loan Bks - 313383HU8	248,302.50	Aaa	Yes	4/13/2018	6/12/2020	2.1
Federal Home Loan Bks - 3130AD4X7	248,672.50	Aaa	Yes	4/11/2018	1/31/2021	2.8
Federal Home Loan Bks - 3133EJCE7	250,007.50	Aaa	Yes	4/26/2018	2/12/2021	2.8
Federal Home Loan Bks - 3130A0XD7	150,109.50	Aaa	Yes	4/17/2018	3/12/2021	2.9
Federal Home Loan Bks - 3133EJJD2	250,985.00	Aaa	Yes	4/9/2018	4/5/2021	2.9
F N M A - 3135G0Q89	244,355.00	Aaa	Yes	4/18/2018	10/7/2021	3.4
Federal Home Loan Bks - 313376C94	252,107.50	Aaa	Yes	4/11/2018	12/10/2021	3.6
F N M A - 3135G0S38	248,202.50	Aaa	Yes	4/11/2018	1/5/2022	3.7
Federal Home Loan Bks - 313378WG2	251,152.50	Aaa	Yes	4/9/2018	3/11/2022	3.9
F N M A - 3135G0T45	246,930.00	Aaa	Yes	4/26/2018	4/5/2022	3.9
Federal Home Loan Bks - 3130ADRG9	254,187.50	Aaa	Yes	5/9/2018	3/10/2023	4.8
F H L M C - 3137EAEN5	254,210.00	Aaa	Yes	8/7/2018	6/19/2023	4.8
F N M A - 3135G0U43	240,355.65	Aaa	Yes	9/12/2018	9/12/2023	4.9
F N M A - 3135G0T94	250,710.00	Aaa	Yes	10/4/2018	1/19/2023	4.2
Federal Home Loan Bks - 313383YJ4	260,270.00	Aaa	Yes	11/29/2018	9/8/2023	4.7
Federal Home Loan Bks - 3130A0F70	250,574.40	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130A0XE5	259,990.00	Aaa	Yes	3/1/2019	3/8/2024	5.0
Federal Home Loan Bks - 3130AB3H7	190,081.70	Aaa	Yes	3/1/2019	3/8/2024	5.0
Total Federal Agency Obligations	5,847,161.25	, and	163	3/1/2013	3/0/2024	3.0
	0,0,					_
Money Market						
Money Market Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 4/30/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
	Market Value 22,671.44	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa	Rated A or Equivalent? Yes	Purchase Date Various	Maturity N/A	Investment Maturity (Years) 0.0
Security Description						
Security Description First American Government Oblig Fd - 31846V203	22,671.44					
Security Description First American Government Oblig Fd - 31846V203	22,671.44					
Security Description First American Government Oblig Fd - 31846V203 Total Money Market	22,671.44					
Security Description First American Government Oblig Fd - 31846V203 Total Money Market Supranational	22,671.44 <b>22,671.44</b>	Aaa	Yes	Various	N/A	0.0
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description	22,671.44 22,671.44 Market Value	Aaa  Moody's (NRSRO) Long-Term Rating as of 4/30/19	Yes  Rated A or Equivalent?	Various  Inception Date	N/A Maturity	0.0 Investment Maturity (Years)
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6	22,671.44 22,671.44 Market Value 245,350.00	Aaa  Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa	Yes  Rated A or Equivalent?  Yes	Various  Inception Date 5/11/2018	N/A  Maturity 2/10/2022	0.0 Investment Maturity (Years) 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29	22,671.44 22,671.44 Market Value 245,350.00 245,297.50	Aaa  Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa	Yes  Rated A or Equivalent?  Yes	Various  Inception Date 5/11/2018	N/A  Maturity 2/10/2022	0.0 Investment Maturity (Years) 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29	22,671.44 22,671.44 Market Value 245,350.00 245,297.50	Aaa  Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa	Yes  Rated A or Equivalent?  Yes	Various  Inception Date 5/11/2018	N/A  Maturity 2/10/2022	0.0 Investment Maturity (Years) 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational	22,671.44 22,671.44 Market Value 245,350.00 245,297.50	Aaa  Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa	Yes  Rated A or Equivalent?  Yes	Various  Inception Date 5/11/2018	N/A  Maturity 2/10/2022	0.0 Investment Maturity (Years) 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate	22,671.44 22,671.44 Market Value 245,350.00 245,297.50 490,647.50	Aaa  Moody's (NRSRO) Long-Term Rating as of 4/30/19  Aaa  NR (AAA- Fitch)	Rated A or Equivalent? Yes Yes	Various  Inception Date	Maturity 2/10/2022 9/14/2022	Investment Maturity (Years) 3.7 4.3
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description	22,671.44 22,671.44 Market Value 245,350.00 245,297.50 490,647.50 Market Value	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19	Rated A or Equivalent? Yes Yes Rated A or Equivalent?	Inception Date 5/11/2018 5/10/2018 Inception Date	Maturity 2/10/2022 9/14/2022 Maturity	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7	22,671.44 22,671.44 Market Value 245,350.00 245,297.50 490,647.50 Market Value 149,542.50	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes	Inception Date	Maturity 2/10/2022 9/14/2022 Maturity 1/23/2020	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8	22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018	Maturity 2/10/2022 9/14/2022 Maturity 1/23/2020 8/7/2020	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4	22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A3	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes Yes Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018	Maturity 2/10/2022 9/14/2022 9/14/2022 Maturity 1/23/2020 8/7/2020 11/3/2020	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1	22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A2 A3 A1	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes Yes Yes Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018	Maturity 2/10/2022 9/14/2022 9/14/2022 Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7	22,671.44 22,671.44  22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76 85,748.00	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A3 A1 A2	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes Yes Yes Yes Yes Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018 5/8/2018	Maturity 2/10/2022 9/14/2022  Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021 5/11/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0 3.0
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5	22,671.44 22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76 85,748.00 147,957.00	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A3 A1 A2 A1	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes Yes Yes Yes Yes Yes Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018 5/8/2018 4/9/2018	Maturity 2/10/2022 9/14/2022  Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021 5/11/2021 5/19/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0 3.0 3.1 3.3 3.4
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44	22,671.44 22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76 85,748.00 147,957.00 146,584.50	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A3 A1 A1 A2 A1 A1	Rated A or Equivalent? Yes Yes  Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018 5/8/2018 4/9/2018 4/9/2018 4/10/2018	Maturity 2/10/2022 9/14/2022  Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021 5/11/2021 5/19/2021 8/11/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0 3.0 3.1 3.3 3.4
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5	22,671.44 22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76 85,748.00 147,957.00 146,584.50 148,072.11	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A3 A1 A2 A1 A2 A1 A2 A1 A2	Rated A or Equivalent? Yes Yes Yes  Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018 5/8/2018 4/9/2018 4/10/2018 4/9/2018 4/9/2018	Maturity 2/10/2022 9/14/2022 9/14/2022  Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021 5/11/2021 5/19/2021 8/11/2021 9/9/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0 3.0 3.1 3.1
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5 John Deere Capital Corp - 24422ETL3	22,671.44 22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76 85,748.00 147,957.00 146,584.50 148,072.11 150,283.50	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A3 A1 A1 A2 A1 A1 A2 A2 A2 A2	Rated A or Equivalent? Yes Yes Yes  Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018	Maturity 2/10/2022 9/14/2022 9/14/2022  Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021 5/11/2021 5/11/2021 9/9/2021 1/6/2022	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0 3.0 3.1 3.3 3.4 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5 John Deere Capital Corp - 24422ETL3 Praxair Inc - 74005PBA1	22,671.44 22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76 85,748.00 147,957.00 146,584.50 148,072.11 150,283.50 149,329.50	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A3 A1 A1 A2 A1 A2 A1 A2	Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/10/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018	Maturity 2/10/2022 9/14/2022 9/14/2022  Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021 5/11/2021 5/19/2021 1/6/2022 2/15/2022	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0 3.0 3.1 3.3 3.4 3.7 3.8
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5 John Deere Capital Corp - 24422ETL3 Praxair Inc - 74005PBA1 US Bancorp - 91159HHC7	22,671.44 22,671.44 22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76 85,748.00 147,957.00 146,584.50 148,072.11 150,283.50 149,329.50 151,177.50	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A3 A1 A1 A2 A1 A1 A2 A2 A1 A1 A2 A2 A1 A1 A2 A2 A1 A1 A2 A2 A2 A3 A1	Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/13/2018 4/13/2018 4/12/2018	Maturity 2/10/2022 9/14/2022 9/14/2022  Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021 5/11/2021 5/19/2021 8/11/2021 1/6/2022 2/15/2022 3/15/2022	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0 3.0 3.1 3.3 3.4 3.7 3.8
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5 John Deere Capital Corp - 24422ETL3 Praxair Inc - 74005PBA1 US Bancorp - 91159HHC7 Pnc Bank NA - 69353RFE3	22,671.44 22,671.44 22,671.44  22,671.44  Market Value 245,350.00 245,297.50 490,647.50  Market Value 149,542.50 175,036.75 149,247.00 190,495.76 85,748.00 147,957.00 146,584.50 148,072.11 150,283.50 149,329.50 151,177.50 248,892.50	Moody's (NRSRO) Long-Term Rating as of 4/30/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 4/30/19 A2 A2 A3 A1 A1 A2 A1 A1 A2 A2 A2 A2 A2 A2 A1 A1 A1 A2 A2 A2 A2 A2	Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/17/2018 5/2/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/13/2018 4/13/2018 5/9/2018	Maturity 2/10/2022 9/14/2022  Maturity 1/23/2020 8/7/2020 11/3/2020 4/15/2021 5/11/2021 5/11/2021 8/11/2021 9/9/2021 1/6/2022 2/15/2022 3/15/2022 7/28/2022	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 1.7 2.2 2.5 3.0 3.0 3.1 3.3 3.4 3.7 3.8 3.9 4.2

IBM Credit Corp - 44932HAH6	150,679.50	A1	Yes	5/9/2018	2/6/2023	4.7
Berkshire Hathaway Inc 084670BR8	150,403.50	Aa2	Yes	5/9/2018	3/15/2023	4.8
Walmart Inc - 931142EK5	154,116.00	Aa2	Yes	6/26/2018	6/26/2023	4.9
Apple Inc 037833AK6	148,404.00	A3	Yes	5/3/2019	5/3/2023	3.9
Boeing Co - 097023BQ7	143,887.50	A1	Yes	2/1/2019	6/15/2023	4.3
Visa Inc Callable Note Cont 92826CAC6	151,035.00	A1	Yes	12/13/2018	10/14/2022	3.8
Total U.S. Corporate	3.064.577.12					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 4/30/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 9128283N8	249,015.00	Aaa	Yes	4/16/2018	12/31/2019	1.7
U.S. Treasury Note - 912828K58	247,452.50	Aaa	Yes	4/11/2018	4/30/2020	2.0
U.S. Treasury Note - 912828XE5	247,627.50	Aaa	Yes	4/13/2018	5/31/2020	2.1
U.S. Treasury Note - 912828XM7	247,755.00	Aaa	Yes	4/13/2018	7/31/2020	2.3
U.S. Treasury Note - 912828VZ0	248,827.50	Aaa	Yes	4/11/2018	9/30/2020	2.4
U.S. Treasury Note - 912828N89	246,005.00	Aaa	Yes	4/10/2018	1/31/2021	2.8
U.S. Treasury Note - 912828V80	249,600.00	Aaa	Yes	4/12/2018	3/15/2021	2.9
U.S. Treasury Note - 912828S76	243,817.50	Aaa	Yes	5/9/2018	7/31/2021	3.2
U.S. Treasury Note - 912828G53	247,685.00	Aaa	Yes	5/9/2018	11/30/2021	3.5
U.S. Treasury Note - 912828XW5	246,317.50	Aaa	Yes	5/9/2018	6/30/2022	4.1
U.S. Treasury Note - 912828XL24	246,992.50	Aaa	No	5/9/2018	8/31/2022	4.3
U.S. Treasury Note - 912828M80	247,792.50	Aaa	Yes	5/9/2018	11/30/2022	4.5
Total U.S. Government	2,968,887.50					

April 2019 Bond Total per Treasurer's Report 12,393,944.81
Total Per April 2019 Chandler Statement 12,393,944.81
Variance -



### BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager SUBJECT: TREASURER REPORT MARCH 2019

West Valley March 2019 Treasurer Report

West Valley Water District Memo for March 2019 Investments

West Valley Water District Memo for March 2019 Reserve Accounts

March 2019 Investment Policy Analysis

March 2019 Bond Analysis

Respectfully Submitted,

Clarence C. Mansell

Clarence Mansell Jr, General Manager

CM:mvc

#### **ATTACHMENT(S)**:

- 1. Exhibit A West Valley March 2019 Treasurer Report
- 2. Exhibit B West Valley Water District Memo for March 2019 Investments
- 3. Exhibit C West Valley Water District Memo for March 2019 Reserve Account
- 4. Exhibit D March 2019 Investment Policy Analysis
- 5. Exhibit E March 2019 Bond Analysis

### **EXHIBIT A**

# West Valley Water District Cash, Investment & Reserve Balances - March 31, 2019

February 2019 March 2019 RESERVE					RESERVE		Minimum
Institution/Investment Type	Balance			Balance ACCOUNT		l	Balance
Funds Under Control of the District:			Г	-	RESTRICTED FUNDS		
			l		2016A Bond		409.60
District Cash Drawers	\$	<del></del>		4,300.00			2,861,453.09
	\$	4,300.00	\$	4,300.00			7,395,655.36
ł							3,000,000.00
Charling and Cardana					Rebate 2015 (Cleared \$2,508,177.98)		30,960.39
Checking and Savings:	_	0.400.074.07		4 700 004 00	Rebate 2018 (Cleared \$2,191,123.74)		72,398.66
Chase - General Government Checking	\$	2,162,371.97	\$	4,720,891.96		\$	13,360,877.10
Chase - Special Rebate Checking	\$	220.92	\$	110.95	CAPITAL RESERVE FUNDS		
Chase - UTC Routine Checking	\$	301,964.73	\$	517,053.76		\$	11,149,758.00
Chase - UTC Non-Routine Checking	\$	48,908.46	\$	48,853.88		\$	9,256,800.00
	\$	2,513,466.08	\$	5,286,910.55			1,339,756.10
			ı			\$	21,746,314.10
Otata of O-life mile 1			١.		LIQUIDITY FUNDS		
State of California, Local Agency Investment Fund		13,104,436.43		13,104,436.43	Rate Stabilization Account		875,110.46
US Bank - Chandler Asset Mgmt		12,264,838.25	\$	· ·	Operating Reserve Account	\$	4,465,853.67
CalTrust Pooled Investment Fund - Short Term	\$	15,172,982.24	\$	, ,	Emergency Account	\$	1,182,635.66
CalTrust Pooled Investment Fund - Medium Term	\$	10,267,142.18	\$	10,337,889.60	Water Banking Account	\$	125,000.00
						\$	6,648,599.79
U. S. Treasury Bills					OTHER RESERVES		
Government Agencies (Federal Home Loan Bank)	\$	•	\$	-	Self-Insurance Reserve	\$	5,000,000.00
						\$	5,000,000.00
Total	\$	53,327,165.18	\$	56,329,227.72	1		
Funds Under Control of Fiscal Agents:					OPERATING CASH		
<u>US BANK</u>					Balance Available for Daily Operations	\$	9,573,846.33
2016A Bond - Principal & Payment Funds	\$	180.81	\$	181.09	, , , , , , , , , ,	\$	9,573,846.33
2016A Bond - Interest Fund	\$	228.16	\$	228.51	1		
Total	\$	408.97	\$	409.60	Grand Total	\$	56,329,637.32
Grand Total	\$	53,327,574.15	\$	56,329,637.32	UNRESTRICTED RESERVES	-	42,968,760.22

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the West Valley Water District Board of Directors and the California Government Code Section 53601

I also certify that there are adequate funds available to meet the District's Budget.

Interim Chief Financial Officer

## **EXHIBIT B**

#### Note:

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impairment our independence.

#### **Total Fund Balance**

When comparing the District's total fund balances month-over-month between February (\$53,327,574.15) and March (\$56,329,637.32), CLA found the \$3,002,063.17 increased fund balance was largely due to the receipt of \$3 million dollars from the West End Litigation Settlement in March 2019.

#### **U.S. Bank Chandler Custodial Account**

Cash/Money Market - Per Section 9.11 of the District's investment policy, "The company shall have met either one of the following criteria: 1) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs "Nationally Recognized Statistical Rating Organization" or 2) 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." Based on Chandler Asset Management's reconciliation summary for the period ending March 31, 2019, CLA was able to verify that all of the District's cash and money-market securities were in accordance with the investment policy. CLA also conducted an independent investigation of the District's cash and money-market securities and found that all of the District's holdings were in alignment with the requirements set forth in the investment policy.

In addition to ensuring that the District's money market funds attained the highest ranking provided by more than one NRSRO, the District also met the requirements outlined in Section 9.11 of the investment policy through its established relationship with Chandler Asset Management. With total assets under management of over \$13.5 billion and a portfolio manager with over five years of experience in managing money market mutual funds, Chandler Asset Management exceeds the aforementioned requirements of the District's policy.

Per the investment policy, the maximum percentage of District investments in money market funds is capped at 20%. Similarly, the allowable mutual fund and money market account instruments per California government code (Sections 53601(I) and 53601.6(b)) for local government entities are also capped at 20%. The District's money market balance percentage as of March 31, 2019 is 0.07%. Therefore, the District is in compliance with both the investment policy and California governmental code.

**United States Treasury Issues** – Per Section 9.1 of the investment policy, "there's no limitation as to the percentage of the portfolio that may be invested in this category, however, maximum investment maturities are limited to up to five years." Based on CLA's analysis, the purchase dates for all United States treasury issues fall within the five-year framework established in the investment policy, with the longest held security (912828M80) maturing four and a half years from the original purchase date.

The District's investment policy is also in uniformity with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(b)). These guidelines do not establish a maximum specified percentage of the District's investment portfolio for United States Treasury Obligations. The State of California's guidelines do, however, establish that maximum investment maturities for United States Treasury Obligations are limited to five years. As of March 31, 2019, 5.3% of the District's total portfolio is invested in United States treasury issues. With no maximum percentage established for United States treasury issues, the District is in conformity with the investment policy and the State of California's Local Agency Investment Guidelines.

**Medium-Term Notes** – Section 9.10 of the District's investment policy states "purchases are limited to securities that have a long-term debt rating of at least the "A" category, or its equivalent, by a NRSRO." The investment policy also states that medium-term notes should have a "maximum remaining maturity of five years or less". All instruments categorized as medium-term notes in the District's portfolio are in compliance with Section 9.10 of the investment policy, as each security has a satisfactory long-term debt rating and the investment matures within the five-year time frame as dictated in the policy. Based on CLA's analysis, the purchase dates for all medium-term notes fall within the five-year framework established in the investment policy, with the longest held security (931142EK5) maturing exactly five years from the original purchase date.

Per Section 9.10 of the investment policy, the maximum percentage of investments in medium short-term notes is 30% of the portfolio.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(k)) regarding medium-term notes. These guidelines establish a maximum specified percentage of the District's investment portfolio for medium-term notes at 30%. The State of California's guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Medium-term notes constitute roughly 5.7% of the District's total investment balance as of March 31, 2019. Therefore, the District is in compliance with both the investment policy and the State of California's standards.

**Federal Agency Obligations** – Per Section 9.5 of the District's investment policy, "there is no limitation as to percentage of the portfolio that may be invested in this category, however, purchases of callable Federal Agency obligations are limited to a maximum of 30 percent of portfolio." Although the policy does not explicitly list the bond rating requirements for federal agency obligations, all of the District's current federal agency holdings are rated AAA by multiple NRSRO's as of March 31, 2019.

Although the District's investment policy caps federal agency obligations at 30 percent of the investment portfolio, the State of California's Local Agency Investment Guidelines have not established a maximum specified percentage for investments in federal agency obligations (Government Code Section 53601(f)). However, these guidelines are in accordance with the District's investment policy in that maximum investment maturities for federal agency obligations are limited to five years.

The maximum percentage of the District's investments in federal agency obligations is 30% of the portfolio. Federal agency obligations represent 10% of the District's total investment balance as of

March 31, 2019. Therefore, the District is in accordance with both its investment policy as well as the guidelines set-forth by the State of California.

#### **Local Agency Investment Fund (LAIF)**

The State of California, Local Agency Investment Fund (LAIF) processes a same-day transaction if notified by 10:00 am. This ability satisfies the investment requirement of 24-hour liquidity as stipulated in the investment policy for the District.

Per Section 9.2 of the District's investment policy, the maximum percentage of investments in the State of California, Local Agency Investment Fund is unlimited.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 16429.1) concerning the Local Agency Investment Fund. These guidelines establish no maximum specified percentage of the District's investment portfolio while also establishing no maximum maturity date for LAIF investments.

As of the period ending March 31, 2019, the District's Local Agency Investment Fund balance represents roughly 23.3% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy as well as the standards of the Local Agency Investment Guidelines.

Based on the LAIF performance report for the quarter ending March 31, 2019, (attached as an addendum to the investment memo), LAIF investments had a net-yield of 2.436% for the month-ending March 31, 2019. In terms of portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 50.56%
- Agencies- 20.62%
- Certificates of Deposit/Bank Notes- 16.20%
- Commercial Paper- 6.22%
- Time Deposits- 5.42%
- Loans- 0.95%

On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. Per the settlement agreement, "West Valley and the non-settling plaintiffs separately asserted six claims alleging breach of contract and other claims arising from the 1961 Decree." The 1961 Decree governs groundwater pumping from a portion of the Rialto-Colton Basin. The claims also concern the defendants (Fontana Parties) pumping from a portion of the Rialto-Colton Basin that is outside the Rialto Basin as defined by the 1961 Decree. The San Bernardino Basin Area and most but not all of the Rialto-Colton Basin are located within the service area of the Valley District and this violation served as the basis of the settlement.

The settlement check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these funds have been earmarked for Capital Improvement Projects, the District has yet to allocate these funds to any specific project and the District

will house all settlement funding in the LAIF account until board approval is received for the allocation of these funds.

#### The Investment Trust of California (CalTRUST)

The District maintains investments in the CalTRUST Short-Term and CalTRUST Medium-Term Funds. For the period ending March 31, 2019 the Net Asset Value per share was \$10.03 (\$15,218,860.47) book value) for CalTRUST Short-Term Fund investments and \$10.00 (\$10,337,889.60 book value) for CalTRUST Medium-Term Fund investments. Per the S&P Global Rating Pool Profile, the credit rating for the Short-Term Fund is AAf, identifying the credit quality of the fund's portfolio performance as very strong. Per the S&P Global Rating Pool Profile, the credit rating for the Medium-Term Fund is A+f, identifying the credit quality of the fund's portfolio performance as strong.

Per Section 9.3 of the District's investment policy, "no limit will be placed on the percentage total in this category." The State of California also fails to establish a maximum percentage total for investment trusts per Government Code Section 16340. As of the period ending March 31, 2019, the District's CalTRUST investment balance represents roughly 45.4% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy and the standards set-forth by the State of California as it relates to CalTRUST securities.

#### **Bank Deposits**

Based on the District's investment policy, "Securities placed in a collateral pool must provide coverage for at least 100 percent of all deposits that are placed in that institution." As of March 31, 2019, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, with the exception of the Chase General Governmental Checking and UTC Routine Checking accounts. The Chase General Governmental Checking account maintains funds for operational purposes and normally carries a balance of at least \$1.5 million dollars which represents funding for one payroll and one accounts payable check run. In CLA's comparison between the District's general checking account balances for February 2019 (\$2,162,371.97) and March 2019 (\$4,720,891.96), CLA found the increase in the March 2019 checking account balance was largely due to a \$3 million dollar deposit in March as agreed upon in the West End Litigation Settlement. The \$3 million in settlement funding was ultimately transferred to the District's LAIF account in April 2019 after board approval.

The balance in the District's UTC Routine Checking account was abnormally high for the period ending March 31, 2019, exceeding the FDIC limit of \$250,000. The UTC Routine Checking account does not normally exceed the FDIC limit on a monthly basis, however, the quarterly deposit in the amount of \$286,128.75 from United Technologies Corporation was recorded in this account on the last day of the month, February 28<sup>th</sup>. Additionally, the District also received a true-up payment from prior quarters for \$215,000 from United Technologies Corporation in March. UTC deposits recorded to this account are normally transferred to the governmental checking account within five business days of the deposit. However, due to timing and board approval, this transfer did not occur during the month of March. CLS anticipates that this balance will fall below the FDIC limitations in April 2019 once the District's accounting team records the transfer to the governmental checking account. Section 9.12 of the investment policy also maintains that "the maturity of time deposits (TCDs) may not exceed 4 years.

However, a maximum of 20% of the portfolio may be invested in TCDs". In consulting with the District's staff, CLA can confirm that none of these bank accounts are invested in time deposits.

In analyzing the accounting for the District's cash drawers (\$3,600) and petty cash (\$700), per the District's accounting staff, the District's cash drawers are reconciled on a daily basis. Each drawer is counted by the customer service representative responsible for the drawer and a secondary count is performed by the customer service lead or supervisor prior to the funds being relinquished to the District's armored security provider, Gaurda, for deposit on a daily basis. Cash deposits are reconciled daily by the District's accounting department. Petty cash is also reconciled by the accounting department on a monthly basis. The District has provided a formalized cash drawer reconciliation for March where they confirm the total amount of cash drawers issued to employees with no variance and the supervisor signs-off on the last working day of the month.

Section 9.12 of the investment policy asserts that "there is no limit on the percentage of the portfolio that may be invested in bank deposits." Similarly, the State of California's Government Code for Allowable Investment Instruments fails to dictate any portfolio standards for general bank deposit accounts. Although no maximum has been established for amounts invested in bank deposits by the investment policy or the State of California, CLA can verify that as of March 31, 2019 the District had 9.4% of its portfolio invested in bank deposit accounts.

#### **Supranationals**

Supranationals are explicitly defined in Section 9.14 of the investment policy as "US dollar-denominated senior unsecured unsubordinated obligations or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank". Securities listed as supranationals must be rated in the AA category or higher by a NRSRO and no more than 30% of the District's portfolio may be invested in these securities with a maximum maturity of five years.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(q)) regarding supranationals. These guidelines establish a maximum specified percentage of the District's investment portfolio for supranationals at 30%. The State of California's guidelines also establish that maximum investment maturities for suprnationals should be five years or less.

As of March 31, 2019, the District's investments in two securities categorized as supranationals was roughly 0.9% of the total portfolio and both securities maintained a maturity date of less than five years from the original purchase date. CLA can confirm that the District's supranational investments meet the standards of both the investment policy and the State of California.

## **EXHIBIT C**

#### Note:

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impairment our independence.

#### **Restricted Funds**

**Bond Proceeds Fund(s)** – Balances in the bond proceeds fund accounts represent monies derived from the proceeds of a bond issue. Per the requirements of the District's reserve policy, the target level for the debt service reserve requirement is established at the time of the bond issue. Based on documentation provided to CLA, "no reserve fund has been established in connection with the issuance of the 2016A bonds." Therefore, the March 31, 2019 ending balance of \$409.60 satisfies the minimum balance requirements per the District's reserve policy.

**Customer Deposit Accounts** – Due to fluctuations in the number of utility customer deposits required and the number of development projects in process, no minimum or maximum levels have been established for customer deposit accounts. The customer deposit account balances presented on the treasurer's report are based on the ending balance on the general ledger for the month. The customer deposit accounts are reconciled periodically, however, they have not been traditionally reconciled monthly. CLA was able to confirm that the customer deposit accounts balance presented on the March 2019 Treasurer's Report reconcile with the general ledger. The March 31, 2019 balance of \$2,861,453.09 in customer deposit accounts satisfies the balance requirements of the District's reserve policy.

**Capacity Charge Account** – The District's reserve policy does not explicitly address or specify any minimum or maximum funding levels for capacity charge accounts. However, based on the reconciliation schedule provided by the District, CLA can confirm that the balance of \$7,395,655.36 presented on the March 2019 Treasurer's Report for the Capacity Charge Account reconciles with the documentation provided to CLA with no variance.

CIP Account in LAIF for Capital Purposes – On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. The check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these settlement funds have been restricted for Capital Improvement Projects, currently there are no designations or allocations for District funding towards any Capital Improvement Projects.

**Rebate Accounts** – Per the District's accounting staff, West Valley Water District currently maintains two rebate balances, the Rebate 2015 and Rebate 2018 accounts. These rebates represent one-time payments due to customers for consumption charges. As of September 30<sup>th</sup>, the Special Rebate account was used to house all funds for rebates due to customers. However, the September 2018 Special Rebate Checking account's balance of \$162,055.57 was transferred to the general government checking account which would then be used to pay for all outstanding rebate checks at the end of September 2018.

Although the March 2019 Special Rebate Checking balance is \$110.95, all outstanding rebates for 2015 and 2018 will be paid from the District's general government checking account. The balances highlighted on the March 2019 Treasurer's Report indicate outstanding payments due to customers for each rebate. West Valley Water District's by-laws state that the District must maintain and properly account for any rebates due to customers for at least three years after the rebate's original date of issuance. After three years the District is then able to absorb those funds for general operating purposes. The District's reserve policy does not explicitly address or specify any minimum or maximum funding levels for rebate accounts.

Based on the reconciliation schedule provided by the District, CLA can confirm that the balances presented on the March 2019 Treasurer's Report for the Rebate 2015 (\$30,960.39) and Rebate 2018 (\$72,398.66) accounts reconcile with the documentation provided to CLA with no variance. The District will maintain funding in these rebate accounts until the aforementioned three-year deadline is reached.

#### **Capital Reserve Funds**

Capital Project Account - The capital project account is used for the funding of new capital assets or the rehabilitation, enhancement, or replacement of capital assets when they reach the end of their useful lives. Per the requirements of the District's reserve policy, "the minimum target level WVWD will strive for is 100% of its then-current year fiscal year from the Capital Improvement Budgets plus 80% of the amount estimated to be needed the following fiscal year." The District currently maintains a balance of \$20,406,558 (\$11,149,758 for fiscal year 2018-19 and \$9,256,800 for fiscal year 2019-20) in its capital project account, meeting the minimum target level required for both fiscal years. CLA was able to confirm that the District is in adherence with the minimum target level requirement as of March 31, 2019 by reviewing the board-approved 2018-19 Capital Improvement Budget which shows a total CIP for fiscal year 2018-19 of \$11,149,758. CLA was also able to confirm that the District meets its minimum target level for 2019-20 by reviewing the West Valley Water District's Water Master Plan, which details the District's capital improvement budgets for each year through fiscal year 2022-23. The District expects to expend \$12,638,000 in capital improvement costs in 2019-20. Per the District's accounting staff, the Well 2A IVDA supply improvement project totaling \$1,067,000 has been canceled for 2019-20 and should be deducted from the 2019-20 capital improvement costs of \$12,638,000, leaving a remaining capital improvement budget of \$11,571,000. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2019-20) which amounts to \$9,256,800, which fulfills the minimum target level requirements.

Administrative & General Account – The administrative and general account is utilized to fund certain general, administration and overhead projects. While no specific target level has been earmarked for either component, the District hopes to maintain a minimum balance in the administrative and general account equal to 5% of its annual operating expenses. Per the FY 2018-19 board-approved budget with mid-year amendments, CLA can confirm the District has an operating expenses budget of \$26,795,122. As of March 31, 2019, the administrative and general account contains \$1,399,756.10, which satisfies the 5% minimum requirement of the District's reserve policy.

#### **Liquidity Funds**

**Rate Stabilization Fund** – This fund is established to provide flexibility to the Board when settling rates to allow for absorbing fluctuations in water demand and smoothing out rate increases over time,

temporarily defraying any unforeseen decreases in the sale of water. To remain in conjunction with the reserve policy, the District should aim to maintain a minimum level equal to 5% of water sales. Per the FY 2018-19 board-approved budget, the District anticipates water revenues of \$17,502,209 for the current fiscal year. Therefore, CLA can verify that the District's current balance of \$875,110.46 in its rate stabilization account achieves the minimum target level for this account as indicated in the reserve policy.

Operating Reserve Account – This fund may be routinely utilized by staff to cover temporary cash flow deficiencies caused by timing differences between revenue and expenses or decreases in revenues and unanticipated increases in expenses. Given the significance of this account, the District strives to maintain a minimum amount equal to 60 days of the District's budgeted total operating expenses in this account. Per the FY 2018-19 board-approved budget with mid-year amendments, CLA can validate that the District has an operating expenses budget of \$26,795,122. As of March 31, 2019, the operating reserve account maintains a balance of \$4,465,854, which satisfies the requirements of the District's reserve policy.

Emergency Account – The emergency account may be utilized to purchase water at any time or to begin repair of the water system after a catastrophic event. Therefore, a minimum target level equal to 1% of net capital assets of the District's water system has been established to enable the district to manage emergency situations. Per March 31, 2019 general ledger detail reporting provided by the District's accounting staff, CLA was able to confirm that the District's net assets total \$118,263,565.51. As of March 31, 2019, the emergency account represents a balance of \$1,182,635.66 or 1% of total net assets, allowing the District to meet its requirements for the reserve policy.

Water Banking Account – The District's reserve policy states "The District will strive to maintain a minimum level equal to the cost of 1,000 acre-feet of water and a maximum amount equal to the cost of 10,000 acre-feet of water." Per an invoice from the San Bernardino Valley Municipal Water District, CLA can confirm that the District currently pays \$125 per acre-feet of water. By maintaining a balance of \$125,000 in its Water Banking Account, the District is in adherence with its reserve policy.

**Self-Insurance Reserve** – As indicated in the minutes from the April 5, 2018 board meeting, the District's board of directors approved \$5,000,000 in funds for employee liability claims. Per e-mail correspondence with the District's interim Chief Financial Officer, dated July 3, 2019, there has not been any updates to the self-insurance reserve policy, however, the District is currently evaluating other self-insurance policy options.

CLA reviewed the Treasurer's report for clerical accuracy and recalculated the total Unrestricted Reserves balance to ensure the totals balanced with the March 2019 Treasurer's Report. The Treasurer's Report indicates that West Valley Water District's total cash, investment and reserve balances as of March 31, 2019 total \$56,329,637.32. In its assessment of the District's accounts, CLA can confirm the balances indicated on the Treasurer's Report are accurate.

## **EXHIBIT D**

West Valley Water District Investment Policy Analysis March 31, 2019

U.S. Bank - Chandler Asset Management		
Money Market	40,055.66	Α
Commercial Paper	-	Α
Federal Agency Obligations	5,658,204.70	Α
U.S. Government	2,968,285.00	Α
Corporate Bonds	3,219,757.81	Α
Supranational	490,527.50	Α
Negotiable CD	-	Α
Total U.S. Bank - Chandler Asset Management Funds	\$ 12,376,830.67	

Checking and Savings		
Bank of Hope	-	В
Chase-1653 (Operating Account)	4,720,891.96	В
Chase-1368	517,053.76	В
Chase-1392	48,853.88	В
Chase-5993 (Rebate Account)	110.95	В
Total Checking and Savings	\$ 5,286,910.55	

CalTRUST Short Term Fund	15,218,860.47	Α
CalTRUST Medium Term Fund	10,337,889.60	Α
LAIF	13,104,436.43	Α
District Cash Drawers	4,300.00	С
2016A Bond - Principal & Payment Funds	181.09	В
, ,	101.03	-
2016A Bond - Interest Fund	228.51	В
Total March 31, 2019 District Funds	73,993,378.54	

The balances indicated above are as of March 31, 2019

Balances verified with monthly investement statements provided by client	Α
Balances verified with monthly bank statements provided by client	В
Balances verified with monthly reconciliations provided by client	С

The purpose of this report is to calculate the asset class percentage in comparison with the maximum portfolio percentage allowed by the district's investment policy

Based on our review of the asset classes as of 03/31/2019, West Valley Water District is in compliance with its investment policy

Security Type	Maximum	Balance
Commercial Paper	25%	-
Federal Agency Obligations	30%	5,658,204.70
U.S. Government	No Limit	2,968,285.00
LAIF	No Limit	13,104,436.43
CalTRUST	No Limit	25,556,750.07
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	3,219,757.81
Money Market	20%	40,055.66
Bank Deposits	No Limit	5,291,210.55
Supranational	30%	490,527.50
Total Investments per Policy		56,329,227.72
Funds Excluded from Policy Total	2016A	409.60 56,329,637.32

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Asset Class	March 2019 (% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.0%	25%
Federal Agency Obligations	10.0%	30%
U.S. Government	5.3%	No Limit
LAIF	23.3%	No Limit
CalTRUST	45.4%	No Limit
Negotiable CD	0.0%	30%
Medium Term Notes (Corporate Bonds)	5.7%	30%
Money Market	0.07%	20%
Bank Deposits	9.4%	No Limit
Supranational	0.9%	30%

Packet Pg. 116

## **EXHIBIT E**

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 3/31/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
Federal Home Loan Bks - 3130ABF92	249,580.00	Aaa	Yes	4/12/2018	5/28/2019	1.1
F H L M C M T N - 3137EAEB1	248,807.50	Aaa	Yes	4/10/2018	7/19/2019	1.3
F H L M C - 3137EAEH8	249,032.50	Aaa	Yes	4/10/2018	8/15/2019	1.3
Federal Home Loan Bks - 3130ACM92	248,672.50	Aaa	Yes	4/16/2018	10/21/2019	1.5
Federal Farm Credit Bks - 3133EJLU1	250,072.50	Aaa	Yes	4/20/2018	1/24/2020	1.7
Federal Home Loan Bks - 313378J77	248,630.00	Aaa	Yes	4/9/2018	3/13/2020	1.9
Federal Home Loan Bks - 313383HU8	247,972.50	Aaa	Yes	4/13/2018	6/12/2020	2.1
Federal Home Loan Bks - 3130AD4X7	248,475.00	Aaa	Yes	4/11/2018	1/31/2021	2.8
Federal Home Loan Bks - 3133EJCE7	249,747.50	Aaa	Yes	4/26/2018	2/12/2021	2.8
Federal Home Loan Bks - 3130A0XD7	150,100.50	Aaa	Yes	4/17/2018	3/12/2021	2.9
Federal Home Loan Bks - 3133EJJD2	250,855.00	Aaa	Yes	4/9/2018	4/5/2021	2.9
F N M A - 3135G0Q89	244,475.00	Aaa	Yes	4/18/2018	10/7/2021	3.4
Federal Home Loan Bks - 313376C94	252,177.50	Aaa	Yes	4/11/2018	12/10/2021	3.6
F N M A - 3135G0S38	248,060.00	Aaa	Yes	4/11/2018	1/5/2022	3.7
Federal Home Loan Bks - 313378WG2	251,332.50	Aaa	Yes	4/9/2018	3/11/2022	3.9
F N M A - 3135G0T45	247,255.00	Aaa	Yes	4/26/2018	4/5/2022	3.9
Federal Home Loan Bks - 3130ADRG9	254,407.50	Aaa	Yes	5/9/2018	3/10/2023	4.8
F H L M C - 3137EAEN5	254,360.00	Aaa	Yes	8/7/2018	6/19/2023	4.8
F N M A - 3135G0U43	240,499.00	Aaa	Yes	9/12/2018	9/12/2023	4.9
F N M A - 3135G0T94	250,672.50	Aaa	Yes	10/4/2018	1/19/2023	4.2
Federal Home Loan Bks - 313383YJ4	261,512.50	Aaa	Yes	11/29/2018	9/8/2023	4.7
Federal Home Loan Bks - 3130A0F70	250,915.20	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130A0XE5	260,592.50	Aaa	Yes	3/1/2019	3/8/2024	5.0
Total Federal Agency Obligations	5,658,204.70			-, ,	-,-,	
<u> </u>	· ·					
Money Market						
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Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 3/31/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
	Market Value 40,055.66	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa	Rated A or Equivalent? Yes	Purchase Date Various	Maturity N/A	Investment Maturity (Years) 0.0
Security Description			<u>'</u>			
Security Description First American Government Oblig Fd - 31846V203	40,055.66		<u>'</u>			
Security Description First American Government Oblig Fd - 31846V203	40,055.66		<u>'</u>			
Security Description First American Government Oblig Fd - 31846V203 Total Money Market	40,055.66		<u>'</u>			
Security Description First American Government Oblig Fd - 31846V203 Total Money Market Supranational	40,055.66 <b>40,055.66</b>	Aaa	Yes	Various	N/A	0.0
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description	40,055.66 40,055.66 Market Value	Aaa  Moody's (NRSRO) Long-Term Rating as of 3/31/19	Yes Rated A or Equivalent?	Various  Inception Date	N/A N/A Maturity	0.0 Investment Maturity (Years)
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6	40,055.66 40,055.66 Market Value 245,287.50	Aaa  Moody's (NRSRO) Long-Term Rating as of 3/31/19  Aaa	Yes  Rated A or Equivalent?  Yes	Various  Inception Date 5/11/2018	N/A  Maturity 2/10/2022	0.0 Investment Maturity (Years) 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29	40,055.66 40,055.66 Market Value 245,287.50 245,240.00	Aaa  Moody's (NRSRO) Long-Term Rating as of 3/31/19  Aaa	Yes  Rated A or Equivalent?  Yes	Various  Inception Date 5/11/2018	N/A  Maturity 2/10/2022	0.0 Investment Maturity (Years) 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29	40,055.66 40,055.66 Market Value 245,287.50 245,240.00	Aaa  Moody's (NRSRO) Long-Term Rating as of 3/31/19  Aaa	Yes  Rated A or Equivalent?  Yes	Various  Inception Date 5/11/2018	N/A  Maturity 2/10/2022	0.0 Investment Maturity (Years) 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational	40,055.66 40,055.66 Market Value 245,287.50 245,240.00	Aaa  Moody's (NRSRO) Long-Term Rating as of 3/31/19  Aaa	Yes  Rated A or Equivalent?  Yes	Various  Inception Date 5/11/2018	N/A  Maturity 2/10/2022	0.0 Investment Maturity (Years) 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50	Aaa  Moody's (NRSRO) Long-Term Rating as of 3/31/19  Aaa  NR (AAA- Fitch)	Rated A or Equivalent? Yes Yes	Various  Inception Date	Maturity 2/10/2022 9/14/2022	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50 Market Value	Aaa  Moody's (NRSRO) Long-Term Rating as of 3/31/19  Aaa  NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19	Rated A or Equivalent? Yes Yes Rated A or Equivalent?	Inception Date 5/11/2018 5/10/2018 Inception Date	Maturity 2/10/2022 9/14/2022 Maturity	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50 Market Value 150,000.00	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018 Inception Date 4/26/2018	Maturity 2/10/2022 9/14/2022 Maturity 4/1/2019	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50 Market Value 150,000.00 149,452.50	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes	Inception Date 5/11/2018 5/10/2018 Inception Date 4/26/2018 4/17/2018	Maturity 2/10/2022 9/14/2022 Maturity 4/1/2019 1/23/2020	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50 Market Value 150,000.00 149,452.50 175,168.00	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes Yes Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/26/2018 4/17/2018 5/2/2018	Maturity 2/10/2022 9/14/2022 Maturity 4/1/2019 1/23/2020 8/7/2020	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50 Market Value 150,000.00 149,452.50 175,168.00 149,256.00	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A2 A3	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes Yes Yes Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018	Maturity 2/10/2022 9/14/2022 9/14/2022 Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50 Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A3 A3 A3	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes Yes Yes Yes Yes Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018	Maturity 2/10/2022 9/14/2022 9/14/2022 Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5 Bank of NY Mellon Corp - 06406FAA1	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50 Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50 190,535.87	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A3 A3 A43 A43	Rated A or Equivalent? Yes Yes Yes Rated A or Equivalent? Yes Yes Yes Yes Yes Yes Yes Yes	Inception Date 5/11/2018 5/10/2018 5/10/2018 Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018 4/9/2018	Maturity 2/10/2022 9/14/2022  Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021 4/15/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0 3.0
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7	40,055.66 40,055.66 Market Value 245,287.50 245,240.00 490,527.50 Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50 190,535.87 85,767.55	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A3 A3 A43 A41 A2	Rated A or Equivalent? Yes Yes Yes  Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018 4/9/2018 5/8/2018	Maturity 2/10/2022 9/14/2022  Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021 4/15/2021 5/11/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0 3.0 3.0
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5	40,055.66 40,055.66  Market Value 245,287.50 245,240.00 490,527.50  Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50 190,535.87 85,767.55 148,014.00	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A2 A3 A3 A43 A41 A2 A1	Rated A or Equivalent? Yes Yes Yes  Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018 4/9/2018 5/8/2018 4/9/2018	Maturity 2/10/2022 9/14/2022  Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021 4/15/2021 5/11/2021 5/19/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0 3.0 3.0 3.1 3.3
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOCZ9 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44	40,055.66 40,055.66  Market Value 245,287.50 245,240.00 490,527.50  Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50 190,535.87 85,767.55 148,014.00 146,125.50	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A3 A3 A4 A4 A5 A6 A7 A7 A8	Rated A or Equivalent? Yes Yes Yes  Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/10/2018	Maturity 2/10/2022 9/14/2022 9/14/2022  Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021 5/11/2021 5/19/2021 8/11/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0 3.0 3.0 3.1 3.3
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5	40,055.66 40,055.66  Market Value 245,287.50 245,240.00 490,527.50  Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50 190,535.87 85,767.55 148,014.00 146,125.50 147,472.64	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A3 A3 A1 A4 A1 A2	Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018 5/10/2018 Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018	Maturity 2/10/2022 9/14/2022  Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021 4/15/2021 5/11/2021 5/11/2021 9/9/2021	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0 3.0 3.0 3.1 3.3 3.4
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5 John Deere Capital Corp - 24422ETL3	40,055.66 40,055.66  Market Value 245,287.50 245,240.00 490,527.50  Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50 190,535.87 85,767.55 148,014.00 146,125.50 147,472.64 149,935.50	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A2 A3 A3 A1 A1 A2 A1 A2 A1 A2 A2 A1 A2	Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018 5/10/2018 Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018	Maturity 2/10/2022 9/14/2022 9/14/2022  Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021 4/15/2021 5/11/2021 5/19/2021 8/11/2021 1/6/2022	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0 3.0 3.0 3.1 3.3 3.4 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5 John Deere Capital Corp - 24422ETL3 Praxair Inc - 74005PBA1	40,055.66 40,055.66  Market Value 245,287.50 245,240.00 490,527.50  Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50 190,535.87 85,767.55 148,014.00 146,125.50 147,472.64 149,935.50 149,976.00	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A3 A3 A3 A1 A2 A1 A2 A1 A2 A1 A2 A1 A2 A2 A2 A2 A2 A3 A3 A3 A3 A4 A2 A2 A2 A2 A2 A3 A3 A3 A4 A4 A2 A2 A2 A2 A2 A2 A2	Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018 5/10/2018 Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/13/2018	Maturity 2/10/2022 9/14/2022 9/14/2022  Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021 4/15/2021 5/11/2021 5/19/2021 8/11/2021 1/6/2022 2/15/2022	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0 3.0 3.0 3.1 3.3 3.4 3.7
Security Description First American Government Oblig Fd - 31846V203 Total Money Market  Supranational Security Description International Bank M T N - 459058DY6 Inter American Devel Bk - 4581XOC29 Total Supranational  U.S. Corporate Security Description Bank of America Corp - 06051GFD6 Jp Morgan Chase Co - 46625HKA7 HSBC USA Inc - 40428HPV8 Ace Ina Holdings - 00440EAT4 Toyota Motor Credit Corp - 89236TEU5 Bank of NY Mellon Corp - 06406FAA1 General Dynamics Corp - 369550BE7 State Street Corp - 857477AV5 Paccar Financial Corp - 69371RN44 American Honda Finance - 02665WBG5 John Deere Capital Corp - 24422ETL3 Praxair Inc - 74005PBA1 US Bancorp - 91159HHC7	40,055.66 40,055.66 40,055.66  Market Value 245,287.50 245,240.00 490,527.50  Market Value 150,000.00 149,452.50 175,168.00 149,256.00 151,018.50 190,535.87 85,767.55 148,014.00 146,125.50 147,472.64 149,935.50 149,976.00	Moody's (NRSRO) Long-Term Rating as of 3/31/19 Aaa NR (AAA- Fitch)  Moody's (NRSRO) Long-Term Rating as of 3/31/19 A3 A2 A2 A2 A3 A3 A3 A1 A2 A2 A1 A2 A2 A3 A3 A4 A1 A2 A1 A2 A1	Rated A or Equivalent? Yes	Inception Date 5/11/2018 5/10/2018  Inception Date 4/26/2018 4/17/2018 5/2/2018 4/12/2018 4/12/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/9/2018 4/13/2018 4/13/2018	Maturity 2/10/2022 9/14/2022 9/14/2022  Maturity 4/1/2019 1/23/2020 8/7/2020 11/3/2020 4/13/2021 4/15/2021 5/11/2021 5/19/2021 8/11/2021 1/6/2022 2/15/2022 3/15/2022	Investment Maturity (Years) 3.7 4.3  Investment Maturity (Years) 0.9 1.7 2.2 2.5 3.0 3.0 3.0 3.1 3.3 3.4 3.7 3.8

Charles Schwab Corp - 808513AT2	150,009.00	A2	Yes	6/8/2018	1/25/2023	4.6
IBM Credit Corp - 44932HAH6	151,126.50	A1	Yes	5/9/2018	2/6/2023	4.7
Berkshire Hathaway Inc 084670BR8	150,895.50	Aa2	Yes	5/9/2018	3/15/2023	4.8
Walmart Inc - 931142EK5	154,444.50	Aa2	Yes	6/26/2018	6/26/2023	4.9
Boeing Co - 097023BQ7	144,166.50	A1	Yes	2/1/2019	6/15/2023	4.3
Visa Inc Callable Note Cont 92826CAC6	151,537.50	A1	Yes	12/13/2018	10/14/2022	3.8
Total U.S. Corporate	3.219.757.81					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 3/31/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 9128283N8	248,945.00	Aaa	Yes	4/16/2018	12/31/2019	1.7
U.S. Treasury Note - 912828K58	247,255.00	Aaa	Yes	4/11/2018	4/30/2020	2.0
U.S. Treasury Note - 912828XE5	247,402.50	Aaa	Yes	4/13/2018	5/31/2020	2.1
U.S. Treasury Note - 912828XM7	247,490.00	Aaa	Yes	4/13/2018	7/31/2020	2.3
U.S. Treasury Note - 912828VZ0	248,682.50	Aaa	Yes	4/11/2018	9/30/2020	2.4
U.S. Treasury Note - 912828N89	245,782.50	Aaa	Yes	4/10/2018	1/31/2021	2.8
U.S. Treasury Note - 9128284B3	250,420.00	Aaa	Yes	4/12/2018	3/15/2021	2.9
U.S. Treasury Note - 912828S76	243,545.00	Aaa	Yes	5/9/2018	7/31/2021	3.2
U.S. Treasury Note - 912828G53	247,550.00	Aaa	Yes	5/9/2018	11/30/2021	3.5
U.S. Treasury Note - 912828XW5	246,230.00	Aaa	Yes	5/9/2018	6/30/2022	4.1
U.S. Treasury Note - 912828XL24	247,032.50	Aaa	No	5/9/2018	8/31/2022	4.3
U.S. Treasury Note - 912828M80	247,950.00	Aaa	Yes	5/9/2018	11/30/2022	4.5
Total U.S. Government	2,968,285.00					

March 2019 Bond Total per Treasurer's Report 12,376,830.67
Total Per March 2019 Chandler Statement 12,376,830.67
Variance -



# BOARD OF DIRECTORS STAFF REPORT

**DATE:** August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: ADOPT RESOLUTION NO. 2019-19, APPROVING THE ADDITION OF

DELINQUENT NON-PAID CHARGES TO THE ANNUAL TAXES LEVIED UPON THE PROPERTY IN SAN BERNARDINO COUNTY

#### **BACKGROUND:**

California Water Code Section 31701.5 authorizes the West Valley Water District ("District") to place liens on real property for delinquent water charges, and to submit unpaid delinquent charge amounts and unpaid lien amounts over to the San Bernardino County property tax bill. This authority gives the District a method to recover unpaid charges and fees related to utility services rendered. Recording the lien does not collect the funds, instead it causes an entry to appear on a title report and on the property records, alerting prospective buyers or refinancing companies that a lien exists on a property. Recording the lien is leverage, but only results in payments to the District if the property is sold or refinanced. Usually, buyers and refinancing companies prefer to have all liens paid by the seller before the close of escrow.

#### **DISCUSSION:**

The District makes numerous efforts to collect charges and fees for water services, which includes sending multiple notices and making phone calls to the customer to collect the outstanding balance due. Every July, the District determines which liens have not been paid within the 60 days and prepares the appropriate materials to send to San Bernardino County for recovery of delinquent service charges on the property owner's tax bill (**Exhibit A**). In doing so, the District greatly enhances its ability to recover unpaid charges in the upcoming fiscal year. Delinquent charges that are subject to this lien and property tax include, but are not limited to water consumption and related charges, late fees, interest, and penalties.

#### FISCAL IMPACT:

The total amount to be levied on San Bernardino County properties is \$4,335.03. Recording a lien on a property is intended to recover revenues already recorded on the District's Financials.

#### **STAFF RECOMMENDATION:**

It is recommended that the Board of Directors approve Resolution No. 2019-19 (Exhibit B) adding delinquent non-paid charges to the annual taxes levied upon the properties in San Bernardino

County.

Respectfully Submitted,

Clarence C. Mansell

Clarence Mansell Jr., General Manager

CM:mc

#### ATTACHMENT(S):

- 1. Exhibit A San Bernardino Parcels to be Levied
- 2. RESOLUTION NO 2019-19

# **EXHIBIT A**

WEST	VALLEY WATER DISTRICT	E□HIBIT A
2019-	2020 SPECIAL ASSESSMENTS	
	CY# WW28	
ACCOU	NT# SPO1 PARCEL #	AMOUNT
1	0264-771-18-0000	\$122.18
2	0253-191-31-0000	\$98.06
3	0259-033-15-0000	\$189.58
4	0250-282-39-0000	\$146.96
5	0133-301-02-0000	\$199.27
6	0264-522-08-0000	\$104.56
7	0264-225-54-0000	\$110.75
8	0194-591-19-0000	\$115.99
9	0264-781-01-0000	\$862.11
10	0128-461-31-0000	\$130.87
11	0239-571-11-0000	\$134.17
12	0259-113-12-0000	\$345.52
13	0133-301-14-0000	\$202.31
14	0239-591-20-0000	\$99.15
15	0127-082-06-0000	\$140.76
16	0127-041-22-0000	\$143.00
17	0264-661-05-0000	\$226.02
18	0239-254-32-0000	\$426.73
19	0250-231-54-0000	\$115.99
20	0256-101-32-0000	\$131.80
21	1133-551-48-0000	\$144.27
22	1107-451-35-0000	\$144.98
	GRAND T□TAL	\$ 4,335.03

# **EXHIBIT B**

# RESOLUTION NO. 2019-19 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT SAN BERNARDINO COUNTY, STATE OF CALIFORNIA ADDING DELINQUENT NON-PAID CHARGES TO ANNUAL TAXES LEVIED UPON THE PROPERTY FOR WHICH THE CHARGES ARE DELINQUENT AND UNPAID

**WHEREAS,** the Board of Directors of the West Valley Water District has prepared a report and statement of those delinquent non –paid charges for water and other services within the District which were delinquent and unpaid for sixty days or more on July 1, 2019.

**WHEREAS,** the Board has decided that said delinquent and unpaid charges are to be included in the property tax levied on said property pursuant to California Water Code Sections 31701(e) and 31701.5 et seq.

**THEREFORE**, The Board of Directors of the West Valley Water District does hereby resolve, determine and order as follows:

**SECTION 1.** That the report of the West Valley Water District's delinquent and unpaid charges for water and other services within the District which remain unpaid and delinquent for sixty (60) days or more on July 1, 2019, is hereby adopted and approved by said Board.

**SECTION 2.** That the unpaid and delinquent charges listed in said report for each parcel of property are fixed at the amount listed in said report.

**SECTION 3**. That the Secretary shall file with the County Auditor of the County of San Bernardino and the Board of Supervisors of the County of San Bernardino, in the time and manner specified by the County Auditor and Board of Supervisors, a copy of such written report with a statement endorsed heron over the signature of the Secretary, that such a report has been finally adopted and approved by the Board of Directors and that the County Auditor shall enter the amount of such charge against the respective lots of parcels of land as they appear on the current assessment roll.

**SECTION 4.** That the County Tax Collector shall include the amount of charges on bills for taxes levied against their respective lots and parcels of land and, therefore, the amount of such unpaid and delinquent charges shall be collected at the same time and in the same manner by the same person as, together with and not separately from, the general taxes, if any, for the District or the County of San Bernardino and shall be delinquent at the same time, and thereafter be subject to the same delinquency penalties.

The foregoing Resolution was duly adopted at a Regular Meeting of the Board of Directors of the West Valley Water District by motion made, second and duly carried by the following vote:

AYES: DIRECTORS: NOES: DIRECTORS: ABSENT: DIRECTORS: ABSTAIN: DIRECTORS:

Dr. Michael Taylor, President of the Board of Directors of the West Valley Water District

**ATTEST:** 

Crystal L. Escalera Board Secretary



# BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: ADOPT RESOLUTION 2019-20 AMENDING SCHEDULE OF CHARGES

FOR THE HOURLY LABOR AND VEHICLE/EQUIPMENT HOURLY

RATES FOR WATER SERVICE REGULATIONS

#### **BACKGROUND:**

Each fiscal year, the West Valley Water District ("District") reviews the labor and equipment average hourly rate and makes adjustments for inflation. The hourly rates are used if and when the District has to charge for damages to District property and for general cost recovery purposes.

#### **DISCUSSION:**

The District must amend the Hourly Labor Rate and the Vehicle and Equipment Hourly Rate, attached as Exhibit A and Exhibit B, respectively, as stated in the District Water Service Regulations Schedules of Rates and Charges, Article 20, Sections 2023 and 2024:

- 2023. HOURLY LABOR RATE. Hourly labor rates are adjusted on an annual basis by averaging Employee's salaries and benefit. (**Exhibit A**).
- VEHICLE/EQUIPMENT HOURLY RATE. The hourly rate is established utilizing the State of California Surcharge and Equipment Rental Rate on an annual basis, prior to the Beginning of the fiscal year. (**Exhibit B**)

#### **FISCAL IMPACT:**

There is no fiscal impact to this action.

#### **STAFF RECOMMENDATION:**

Adopt Resolution 2019-20, (Exhibit C) amending Article 20, Schedule of Charges per Water Service Regulations

Clarence C. Mansellfr.

Clarence Mansell Jr, General Manager

DM:ce

#### **ATTACHMENT(S)**:

- 1. Exhibit A
- 2. Exhibit B
- 3. Exhibit C Resolution 2019-20

# EXHIBIT A

# Water Service Regulations - Article 2023. Hourly Labor Rate. Exhibit "A" Fiscal Year 2019-2020

	Total	S	Averag	es
Description	Annual	Hourly	Annual	Hourly
Salary & Wages	2,820,951.12	1,356.23	78,359.75	37.67
FICA Tax	178,862.24	85.99	4,968.40	2.39
Medicare Tax	42,006.88	20.20	1,166.86	0.56
Longevity Pay	5,875.00	2.82	163.19	0.08
Deferred Comp Match	70,200.00	33.75	1,950.00	0.94
Health Insurance	669,525.44	321.89	18,597.93	8.94
Dental Insurance	38,650.25	18.58	1,073.62	0.52
Vision Insurance	7,806.46	3.75	216.85	0.10
Life/LTD Insurance	26,846.82	12.91	745.75	0.36
Employee Assistance Program	1,065.96	0.51	29.61	0.01
PERS Employee Contributions	128,286.91	61.68	3,563.53	1.71
PERS Employer Contributions	256,759.00	123.44	7,132.19	3.43
PERS UAL Prepayment	179,506.50	86.30	8,547.93	4.11
Workers' Compensation Insurance	131,107.72	63.03	3,641.88	1.75
Sub-total Benefits	1,736,499.18	834.85	51,797.73	24.90
Total Salary & Benefits	4,557,450.31	2,191.08	130,157.48	62.57

# EXHIBIT B

# Water Service Regulations - Article 2024. Vehicle/Equipment Hourly Rate. Fiscal Year 2019 - 2020 Exhibit "B"

(All Rates from the State of California, Labor Surcharge & Equipment Rental Rates, Effective April 1, 2019 through March 31, 2020)

Cal Trans		0		CalTrans Equipment	WVWD Equipment	Hourly	*0.T.	O.T.
Pg #	Class	Make	Code	Description	Description	Rate	Factor	Rate
-	AIRCP	PORT	004-016	Air Compressor 40 - 160 C.F.M.	Air Compressor 150 C.F.S.	18.54	0.87	16.13
-	AIRTO	ATOL	9	Air tools 60 lbs & over	Jack Hammer (60lb. & Over)	1.60	0.41	0.66
-	AIRTO	ATOL	40-60	Air tools 40 - 60 lbs	Jack Hammer (40lb. To 60lb.)	1.13	0.41	0.46
4	COMHG	COMP	0-250	Hand guided compactor 0 - 250 lbs	Gas powered Tamper	3.82	0.81	3.09
4	COMHG	COMP	250	Hand guided compactor 250 & Higher	Vibratory Plate Compactor	9.43	0.81	7.64
4	CONMX	SORP	0-3.5	Concrete Mixer 0 - 3.5 cu.ft.	Concrete Mixer	2.07	0.89	1.84
9	ELGEN	GEN	003-008	003-008   Generator 3 - 7.5 kW	Generator (4kw)	4.04	0.88	3.56
9	ELGEN	GEN	200-300	200-300   Generator 200 - 300 kW	200 kw Generator (Port.)	87.88	0.88	77.33
9	ELGEN	GEN	300-400	300-400   Generator 300 - 400 kW	300 kw Generator (Port.)	119.97	0.88	105.57
9	ELGEN	LITE	2 Light	Two (2) Light Stands	Two (2) Light Stands	4.18	0.88	3.68
9	ELTOL	TOOL	045-060	Electric Powered Hand Tools over 450 to 600	Electric Powered Hand Tools	0.32	0.41	0.13
17	LDRRT	CASE	1677	480LL	480LL Skip Loader	37.74	0.88	33.21
17	LDRRT	CASE	1742	580 Super K w/ backhoe	580K Case Backhoe (new)	38.92	0.88	34.25
17	LDRRT	CAT	1861M4	1861M4   420D 4WD w/ backhoe	420 E 4WD w/Backhoe	46.60	0.88	41.01
21	NONOP	MISC	0220	Plate, 25mm thick, per 9.3 sm (Plate, 1" thick, per 100 sf)	Road Plates (1") per day	1.49	1.00	1.49
22	PUMWA	APMP	030-020	030-050 Water hose pump 30K - 50K gallons/hr	Portable Water Pump	22.92	99.0	15.13
23	PUMWA	SHNO	0-2.5	50 lengths of hose, 0 - 2.5 inches in diameter	Fire hose 2 1/2" x 50'	0.05	0.66	0.03
28	SAWCO	ABOP	10-20	Concrete & Masonry Saw 10 - 20 hp	Concrete Saw	7.47	0.85	6.35
32	TRAFA	FLAS	RM	Flashing Arrow Sign (roof mounted)	Flashing Arrow Sign (roof mounted)	0.94	0.68	0.64
32	TRAFA	FLAS	ΔL	Flashing Arrow Sign (trailer mounted)	Flashing Arrow Sign (trailer mounted)	3.43	0.68	2.33
32	TRAIL	LB-A	100	Trailer two (2) Axles - four (4) tires per axle.	Trailer two (2) Axles LB-A	15.75	0.62	9.77
33	TRAIT	TB-2	18-20	Tilt Bed 2 axle trailer 18 - 20 Tons	*Tilt Bed two (2) Axle Trailers	6.21	0.62	3.85
34	TRUCK	T&TT	06-12	Cars, Trucks 7,000 - 12,000 lbs	1 Ton Service Truck	29.60	0.88	26.05
34	TRUCK	T&TT	06-12	Cars, Trucks 7,000 - 12,000 lbs	2000 Gallon Water Truck	29.60	0.88	26.05
34	TRUCK	T&TT	90-00	Cars, Trucks 1,500 lbs and lighter	Field Service Truck (.5 = 10.89)	26.15	0.88	23.01
34	TRUON	TRUN	2AXL	Trucks, Dump, On-Highway 2 axles	Two (2) Axles Dump Trucks	52.55	0.83	43.62
34	WELD	AWM	0-250	Arc Welder 0-250 amps	Arc Welder 0-250	60.9	0.82	4.99
34	WELD	GWO	ALL	Gas Welding Outfit (all)	Gas Welder (torches)	0.29	0.82	0.24

\* The Hourly Rate includes both fixed and variable costs. Variable costs change relative to the level of activity, (for example electric costs). Fixed costs do not change relative to the level of activity, (for example monthly rent). The O.T. Factor reflects only the variable cost portion of the hourly rate. In order to avoid duplication of charges for the fixed cost portion, the O.T. Factor is multiplied by the Hourly Rate to calculate the O.T. Rate.

# RESOLUTION NO. 2019-20 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT AMENDING ARTICLE 20, SCHEDULE OF CHARGES OF RESOLUTION NO. 2018-14

**WHEREAS**, West Valley Water District (District) Water Service Regulations, Article 8, Section 804, "Damages to Water System Facilities, "requires that anyone creating damage to any portion of the District's facilities shall be liable for the repair and or replacement of the damaged facilities, plus any and all administration charges and overhead, and

**WHEREAS**, the District has agreements, unrelated to damage liability, that include the District's labor, material, administrative and/or overhead costs; and

WHEREAS, the District uses an average hourly rate of salary and benefits for cost recover purposes; and

**WHEREAS**, the District uses the hourly cost of vehicles and equipment per the State of California, Labor Surcharge and Equipment Rental Rates for cost recovery purposes; and

WHEREAS, the Board of Directors recently approved the budget which included salaries and benefits; and

**WHEREAS**, the Board of Directors of the West Valley Water District deem it proper and necessary to amend Article 20, Schedule of Charges, of the Water Service Regulations in order to update and use the most current hourly rates for cost recovery purposes.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the West Valley Water District does hereby amend Article 20, Schedule of Charges of the Water Service Regulations as indicated in Exhibit A and B attached.

**BE IT RESOLVED** that said Resolution shall be effective August 1, 2019.

#### ADOPTED, SIGNED AND APPROVED THIS 1st DAY OF AUGUST, 2019 BY THE FOLLOWING

VOTE:		
AYES: NOES: ABSENT: ABSTAIN:	DIRECTORS: DIRECTORS: DIRECTORS:	
		Dr. Michael R. Taylor President of the Board of Directors West Valley Water District
ATTEST:		
Crystal L. Esc Board Secreta		

888 West 6th Street, 14th Floor Los Angeles, California 90017-3442 (213) 833-1700 Fax: (213) 833-1710 www.ayslaw.com

Law Firm's Invoice # 25830

Date: 05/09/2019

West Valley Water District

ATTN: Ms. Crystal Escalera (Board Secretary)

#### WVWD - DA PPC Investigation (1092.05)

In Reference to: DA/FPPC Investigation (1092.05)

#### **Detailed Statement of Account:**

#### **Current Invoice**

Invoice Number	Amount Due	Payments Received	Balance Due
25830	\$2,475.00	\$0.00	\$2,475.00

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for a credit card authorization at (213) 833-1700 ext. 228.

888 West 6th Street, 14th Floor Los Angeles, California 90017-3442 (213) 833-1700 Fax: (213) 833-1710 www.ayslaw.com

Law Firm's Invoice # 25831 Date: 05/09/2019

West Valley Water District

ATTN: Ms. Crystal Escalera (Board Secretary)

#### WVWD - Litchfield v. WVWD (1092.06)

In Reference to: Litchfield v. WVWD (1092.06)

#### **Detailed Statement of Account:**

#### **Current Invoice**

Invoice Number	Amount Due	Payments Recieved	Balance Due
25831	\$590.00	\$0.00	\$590.00

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for card authorization: (213) 833-1700 ext. 228.

888 West 6th Street, 14th Floor Los Angeles, California 90017-3442 (213) 833-1700 Fax: (213) 833-1710 www.ayslaw.com

Law Firm's Invoice # 25962

Date: 07/15/2019

West Valley Water District

ATTN: Ms. Crystal Escalera (Board Secretary)

#### WVWD - Litchfield v. WVWD (1092.06)

In Reference to: Litchfield v. WVWD (1092.06)

#### **Detailed Statement of Account:**

#### **Current Invoice**

Invoice Number	Amount Due	Payments Recieved	Balance Due
25963	\$2,497.50	\$0.00	\$2,497.50

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for card authorization: (213) 833-1700 ext. 228.

888 West 6th Street, 14th Floor Los Angeles, California 90017-3442 (213) 833-1700 Fax: (213) 833-1710 www.ayslaw.com

Law Firm's Invoice # 25963 Date: 07/15/2019

West Valley Water District

ATTN: Ms. Crystal Escalera (Board Secretary)

#### WVWD - Logue Matter (1092.04)

In Reference to: Logue Matter (1092.04)

#### **Detailed Statement of Account:**

#### **Current Invoice**

Invoice Number	Amount Due	Payments Received	Balance Due
25963	\$11,458.30	\$0.00	\$11,458.30

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for card authorization: (213) 833-1700 ext. 229.



# BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: ASSET MANAGEMENT: TYLER INCODE INTEGRATION WITH

**MAXIMO** 

#### **BACKGROUND:**

WVWD has retained Tyler Technologies to implement an accounting program called InCode. To reduce staff time, potential transposition errors and improve workflow, District staff has requested that InCode be integrated with Maximo. Maximo will submit a purchase order requisition request and InCode will respond with an authorized purchase order. The purchase order is used to track inventory and expenses associated with the project.

#### **DISCUSSION:**

The two software programs, InCode and Maximo are not designed to work with each other, which is not unusual. Therefore, it is necessary to create a customized solution for this common task for both programs to allow them to communicate with each other. This will ensure that staff is not entering the same data twice and it will significantly speed up the internal process to ensure that staff receives a purchase order in a timely manner.

#### **FISCAL IMPACT:**

A change to the professional service contract with Tyler Technologies in the amount of \$40,000.00. Staff previously negotiated a reduction in the contract with Tyler by removing the Work Order and Inventory control modules which are being provided by Maximo. This reduced the contract with Tyler by \$39,941.00 and an additional \$6,119.00 for annual maintenance fees. Therefore, the net change to the contract is \$509.00, five hundred and nine dollars. This is an un-budgeted expense to FY 19-20 to GL code W18035. Staff will review the CIP at mid-year and determine an account to adjust to address the expense.

#### **STAFF RECOMMENDATION:**

Staff recommends the Board of Directors authorize the General Manager to increase the existing professional service contract with Tyler Technologies in the not to exceed amount of \$40,000.00, forty thousand dollars and the annual maintenance cost of \$6,119.00, six thousand one hundred and

nineteen dollars for a net change of \$509.00 five hundred and nine dollars, from the original Board approved contract.

Respectfully Submitted,

Clarence Mansell Jr, General Manager

LRO

#### **ATTACHMENT(S)**:

1. WVWD - Tyler Maximo integration SOW 07.05.19

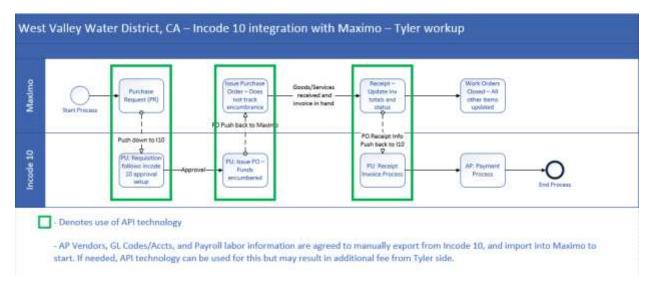
#### **Scope of Work**

**Objective:** To provide software integration between Tyler's Incode 10 product and the Maximo product, which West Valley Water District is implementing as their Inventory and Asset Management solution. Tyler has defined this work as shown in the section(s) below.

**High Level Specifications:** The integration will feature the use of Application Programming Interface (API) technology, as well as certain elements that utilize existing Incode 10 export functionality that do not require API technology.

- API will be utilized for the following:
  - Import & Create Requisitions from Maximo
  - Export Purchase Order information to Maximo
  - Import receipted Purchase Order information into Incode 10
  - NOTE: Data mapping and consultation process will occur between Tyler's development team and RainTek team to solidify specific programming elements needed for integration.
- Existing Export functionality will be utilized for the following:
  - \*AP Vendors One time export out of Tyler to establish vendor list in Maximo.
     As changes occur, client can re-export at any time on-demand.
  - \*GL Codes/Accounts One time export out of Tyler to establish GL codes and structure in Maximo. As changes occur, client can re-export at any time ondemand.
  - \*Payroll Labor coding Export of key employee information from Incode: employee name, employee number, employee position, employee primary position default hourly rate. This can be done on-demand.
  - \*NOTE: Client has agreed to start with the export options here and evaluate the frequency and effectiveness off export/import option. If needed, API technology can be used for this, but may result in an additional fee from the Tyler side.

The visual directly below represents the common understanding of workflow between West Valley Water District, Tyler, and Maximo/RainTek staff as of 07.03.19:



The information directly below represents the breakdown of services provided from Tyler in relation to this integration.

\*IF Additional time is needed beyond what is outlined here. It will be billed at T&M rate of \$250/hr

#### **Import & Create Requisition from Maximo**

Basic functionality to create requisition	40
Complex use cases	16
Export PO to Maximo	
Issue PO Process	24
PO Change, other use cases	8
Import PO receipt information	
Receipt PO Process	40
Complex use cases	16
Integration Testing with Maximo	16

Total Hours		160
Hourly Rate	\$ 250.00	
Custom Programming Cost	\$ 40,000.00	
Annual Maintenance	\$ 6,119.00	

Proposal and Scope of Work Accepted By:

West Valley Water District

Ву:	 	 	
Name:	 		
Title			



#### BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: ASSET MANAGEMENT: MAXIMO INTEGRATION WITH TYLER

**INCODE** 

#### **BACKGROUND:**

WVWD has retained Raintek Enterprises to implement an asset management program called Maximo. To reduce staff time, potential transposition errors and improve workflow, District staff has requested that Maximo be integrated with Tyler's InCode accounting software. Maximo will submit a purchase order requisition request and InCode will respond with an authorized purchase order. The purchase order is used to track inventory and expenses associated with the project.

#### **DISCUSSION:**

The two software programs, Maximo and InCode are not designed to work with each other, which is not unusual. Therefore, it is necessary to create a customized solution for this common task for both programs to allow them to communicate with each other. This will ensure that staff is not entering the same data twice and it will significantly speed up the internal process to ensure that staff receives a purchase order in a timely manner.

#### **FISCAL IMPACT:**

A change to the professional service contract with Raintek Enterprises in the amount of \$35,640.00. This is an un-budgeted expenditure for FY 19-20 GL code W19036. Staff will revisit the CIP at mid-year to determine a suitable account to address the expense.

#### **STAFF RECOMMENDATION:**

Staff recommends the Board of Directors authorize the General Manager to increase the existing professional service contract with Raintek Enterprises in the not to exceed amount of \$35,640.00, thirty-five thousand six hundred and forty dollars.

Clarence C. Mansellf.

Clarence Mansell Jr, General Manager

LRO

#### ATTACHMENT(S):

1. Raintek Proposal July 2019

## Raintek Enterprises Inc 288 S. Craig Avenue, Pasadena, CA 91107

July 11, 2019

West Valley Water District 855 W. Baseline Road Rialto, CA 92377

Attention: Mr. Logan Olds

Ref:

Integration Between Tyler and Maximo – Raintek Scope and Understandings

Dear Mr. Olds,

Having had discussions with Tyler Incode Consultants and the District, with respect to the interface issues between Maximo and Tyler, we have arrived at the following scenario based on the information available and provided by Tyler.

This is the initial scope of hours for the integration with Tyler. The following hours are being estimated with the following caveats:

- 1. The current API structure of Tyler is unknown at this time (we do know it won't be CSV files).
- 2. Coding hours will involve translation of data elements from Maximo API terminology to Tyler API terminology.
- 3. Coding to translate data elements will only be done from Maximo to Tyler. It will be Tyler's responsibility to translate the data elements from Tyler to Maximo.

The breakdown of our tasks are as follows:

Export Purchase Requisition to Tyler:

- 1. General API Setup and Modifications 16 hours
- 2. PR Process Coding 40 hours

Import Purchase Order from Tyler:

- 1. General API Setup and Modifications 16 Hours
- 2. PO Process Coding 24 Hours

Export Receipt Information to Tyler:

- 1. General API Setup and Modifications 16 Hours
- 2. Receipt Process Coding 40 hours

Full Integration Testing - 40 Hours (includes WVWD users involved in overall process) Project Management – 24 hours

Our estimated cost is \$35,640

Please let us know if you want any clarifications.

Thank you

Yours Sincerely,

Raj Siva

Raintek Enterprises Inc Pasadena, CA 91107

7146102068



# BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: CONSIDERATION TO ELECT A REPRESENTATIVE TO THE 2019

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) BOARD OF

DIRECTORS IN THE SOUTHERN NETWORK, SEAT B.

#### **BACKGROUND:**

The California Special Districts Association (CSDA) has provided a ballot link and candidate statements for the candidates running in the Southern Network for Seat B on the CSDA Board of Directors. The West Valley Water District Board of Directors ("Board") has been asked to consider each candidate and authorize execution of the electronic ballot.

Southern Network – Seat B Candidates are:

- Ronald Coats East Valley Water District
- Dennis LaMoreaux Palmdale Water District
- Michael Mack Rainbow Municipal Water District
- Greg Mills Serrano Water District
- Kelly Rivers Orange County Cemetery District
- Kathleen Tiegs Cucamonga Valley Water District
- Lindsay Woods Hesperia Recreation and Park District

Ballot link information is attached at Exhibit A. Candidate statements are attached as Exhibit B.

#### **FISCAL IMPACT:**

There is no fiscal impact.

#### **STAFF RECOMMENDATION:**

Adopt a motion voting for a candidate to fill the 2019 CSDA Board of Directors, Southern Network, Seat B, and authorize the Board Secretary to execute the ballot.

Respectfully Submitted,

Clarence C. Manselly.

Clarence Mansell Jr, General Manager

CE:ce

#### ATTACHMENT(S):

- 1. CSDA Board of Directors Seat B Electronic Ballot Voting
- 2. CSDA CandidateStatements

#### **MEETING HISTORY:**

07/11/19	Board of Directors	TABLED	Next: 07/18/19
07/18/19	Board of Directors	TABLED	Next: 08/05/19

# Exhibit A



CONTACT US JOIN Q LOGIN

# CSDA Board of Directors Seat B Electronic Ballot Voting is Currently Open

By CSDA ADMIN posted 13 days ago

0

**RECOMMEND** 

CSDA Board of Directors Seat B Electronic Ballot Voting is currently open for the following Networks:

- Bay Area Network
- Central Network
- Costal Network
- Sierra Network
- Southern Network

June 17 - Electronic Ballots were emailed to Designated Contact in each district in good standing The designated contact for each district received an email from CSDA <u>vote@simplyvoting.com</u>.

The email provides a direct link to the secure third-party voting system called Simply Voting and provides:

• Elector ID number and Password

- Link to access the ballot directly
- Links to candidate information are within the ballot

It is up to each district to determine their own process in terms of selecting a candidate to vote for in the election. The selection will be cast by the main contact, only.

#### August 9

Deadline to receive electronic ballots

#### August 13

Ballots will be counted and verified

If you have any questions about this process, contact Amber Phelen at CSDA – 916-442-7887 or <a href="mailto:amberp@csda.net">amberp@csda.net</a>

\*The Northern Network incumbent has no challengers; therefore, will assume their seats automatically.

0 comments

29 views

### **Permalink**

https://www.csda.net/blogs/csda-admin/2019/06/18/csda-board-of-directors-seat-b-electronic-ballot

SDLF
Scholarships
1112 "I"
Register for an
Street,
Suite 200
Career Center

**CALIFORNIA SPECIAL DISTRICTS ALLIANCE** 

Sacramento	Membership	
CA, 95814	Information	
877.924.2732	Take Action	
	Bill Tracking	
916.442.7887	Knowledge Base	
	Privacy Policy	















#### **DISTRICTS MAKE THE DIFFERENCE**



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Site by eConverse Media.

# Exhibit B



## EAST VALLEY WATER DISTRICT

LEADERSHIP | PARTNERSHIP | STEWARDSHIP

#### **BOARD OF DIRECTORS**

Chris Carrillo President

David E. Smith Vice President

Ronald L. Coats Director

Phillip R. Goodrich Director

James Morales, Jr. Director

John Mura, General Manager/CEO

Dear Fellow CSDA Member:

Since joining the East Valley Water District Board in 2014, I have had the pleasure of being part of a world class organization. I firmly believe in the importance of transparent government and public service. With these foundational principles, I look forward to representing this region in a professional manner, as the Southern Network, Seat B, Board of Directors representative for the California Special Districts Association (CSDA).

I am a proud member of the California Special District's Association and currently sit on the Member Services Committee and the Professional Development Committee. I am committed to active civic engagement, where I was also an ambassador for the San Bernardino Area Chamber of Commerce; Chairman of the Citizens Oversight Committee for San Bernardino Community College District; Vice Chairman of Advisory Commission on Water Policy Board for San Bernardino Valley Municipal Water District; Budget Review Committee member for the San Bernardino City Unified School District; along with being a 36 gallon plus donor to Life Stream Blood Bank; served in the United Stated Army; and member of many other civic organizations.

I have had the opportunity to work with a number of organizations through my involvement with CSDA, and truly believe in the importance of sharing knowledge, experiences, and lessons learned. As a lifetime member of the CSDA Leadership Foundation, I have experienced the benefits of a strong peer network firsthand. With East Valley Water District recently receiving its Gold District of Distinction Accreditation, we look forward to continuing to be an active member in the valuable organization.

As a CSDA Director, I will bring that passion for good governance and public service. I look forward to conveying local issues for discussion on a broader level and working through the challenges and opportunities facing special districts in California.

Whether it is serving in the military, participation in local organization, or representing the residents East Valley Water District, I have taken great pride in being an active member of my community. I look forward to your consideration for allowing me the opportunity to serve on the board of our special district community.

Sincerely,

Ronald L. Coats

East Valley Water District Board Member



#### PALMDALE WATER DISTRICT

#### A CENTURY OF SERVICE

June 3, 2019

**BOARD OF DIRECTORS** 

ROBERT E. ALVARADO

Division 1

**DON WILSON** 

Division 2

**GLORIA DIZMANG** 

Division 3

KATHY MAC LAREN

Division 4

VINCENT DINO

Division 5

**DENNIS D. LaMOREAUX** General Manager

**ALESHIRE & WYNDER LLP** 

Attorneys





West Valley Water District ATTN: Ms. Crystal Escalera Clerk/Board Secretary 855 W. Baseline Road Rialto, CA 92377-0920

RE: SUPPORT FOR CSDA SEAT "B" IN SOUTHERN NETWORK

Dear Ms. Escalera:

Palmdale Water District is honored to nominate Dennis LaMoreaux to serve on the Southern Network Board of Directors for the California Special Districts Association (CSDA). We respectfully request your support and vote in the upcoming election for Dennis to represent you. Enclosed is his candidate statement explaining his background and extensive qualifications that are critical for the continued success of the CSDA Board.

Dennis fully understands the important role special districts play to efficiently and responsibly provide services for the people of California. He is fully committed to strengthening the understanding of our role and helping to ensure we remain viable in California. Dennis' dedication, loyalty, knowledge and work ethic have made him a stellar leader for Palmdale Water District. We are confident that he will be a true asset to the Southern Network Board with your support.

Very truly yours,

VÍNCEŇT DINO,

President

Vice-President

Enclosure

cc: PWD Board of Directors

# VOTE FOR DENNIS D. LaMOREAUX CSDA SOUTHERN NETWORK BOARD SEAT "B"





Dennis D. LaMoreaux

Fellow Southern Network CSDA Members,

I respectfully ask for your support to be the Seat "B" Board member for our area. I have worked with special districts in California for more than three decades and am confident that I have the skills, experience and commitment to be a strong proponent for our Network. There were several challenges and changes to special districts during my tenure. These include Little Hoover Commission reports, gaining representation on Local Agency Formation Commissions, and multiple efforts to better inform and educate State legislators. These challenges were handled successfully and made us stronger and more unified. My involvement with these matters will be helpful for both our Network and the entire Association as new issues arise.

My 30-plus years with special districts have been with Palmdale Water District and Rosamond Community Services District. Palmdale Water District celebrated 100 years of serving the community in 2018. It is a medium-sized water district with about 27,000 water service connections. It is a State Water Contractor that operates in an adjudicated groundwater basin and owns two surface water reservoirs and dams. Rosamond Community Services District was formed in 1966 to provide services in its area. It is a smaller district with 5,103 water and 4,738 sewer connections. It also operates streetlights and provides graffiti abatement. My experience in these different types of districts is valuable and gives a well-rounded background to understand and advocate for our Network.

The Southern Network has a large area and nearly 200 member agencies. I am fully committed to representing the entire Network as a board director. With your votes, I will be honored to work with current Southern Network Directors Arlene Schafer and Jo MacKenzie to make sure our needs are met and are well represented within the full CSDA Board.

Duis D. La Mneoux





May 22, 2019

Ms. Crystal Escalera West Valley Water District 855 W. Baseline Road Rialto, CA 92377-0920

Dear Ms. Escalera,

It is with great pleasure that I forward for your consideration a candidate statement for Director Michael Mack who is seeking your support for the Southern Network (Seat B) of the California Special Districts Association Board of Directors.

Director Mack has served on the Rainbow Municipal Water District Board of Directors since 2016. He is actively involved in CSDA, serving on the Elections and Bylaws Committee, as well as with the Association of California Water Agencies.

Attached you will find a candidate's statement summarizing some of his many accomplishments. I encourage you to forward this information to your Board of Directors and consider supporting his candidacy for the 2019 elections which will take place June 17th to August 9th. Please do not hesitate to contact me, if you need additional information or if you would like him to contact your Board of Directors.

Sincerely,

Tom Kennedy General Manager

#### **ENDLESS POSSIBLITIES**



My name is Michael Mack and I am honored to be seeking election to be on the Board of Directors of California Special Districts Association.

I was elected to the Rainbow Municipal Water District Board of Directors in December 2016 and appointed to serve as the District's representative at both ACWA and CSDA. My background includes a degree in horticulture and worked for the City of San Marcos for over thirty years. As the Parks Department Supervisor, I had many responsibilities including reviewing plans and inspection of new park and street median installations. I was both a Certified Playground Inspector and Irrigation Auditor. One of my main responsibilities was ensuring efficient usage of water resources. I calculated, determined, and programmed water requirements for the plant material for all parks and street medians within the City.

I have learned the importance of CSDA is we are the support system to help ensure efficient and productive services to both small and large communities throughout California at the local level of city governments. As your CSDA Board Member, I see endless possibilities and promise to tackle and meet the challenges our districts face. We all must work together for present and future needs for our special districts and by doing so we can and will achieve our goals. We must be proactive with our legislators and with this energy and commitment we can make the different between success and failure.

I am very honored to have this chance to serve all of you and given this opportunity. I feel extensive service and experience in the public sector, I will work effortlessly to make those endless possibilities become reality.



#### SERRANO WATER DISTRICT 18021 EAST LINCOLN STREET VILLA PARK, CA 92861-6446 714-538-0079

**Directors** 

C.L. "Larry" Pharris, Jr., President Greg Mills, Vice President Frank O. Bryant Jerry L. Haight Brad Reese Jerry Vilander, General Manager

May 6, 2019

#### Dear President and/or General Manager:

It is my honor to request your agency's support and vote for election to CSDA Seat B (California Special Districts Association) for the 2020-2022 term. Please disseminate this letter and attached candidate statement of experience to your agency's governing board.

I have served on the Serrano Water District Board for over three years and am currently the Board Vice President providing solid leadership and guidance with the District's Finance and Insurance Committees. Additionally, I have served as the District's representative for the ACWA-JPIA Insurance Committee for the past year.

Previously, I served on the Villa Park City Council for a four-year term including one term as Mayor and another as Mayor Pro-Tem. During my tenure with the City of Villa Park, I was very involved and an active participant in many sensitive community issues including the Community Development Committee, shortening the permitting process. Additionally, I served on the Orange County Sanitation District as a Board Member for two years proactively involved in many of the improvements that residents benefit from today. I also served a three-year term on the Orange County Vector Control District.

During my tenure here at Serrano Water District, I have been instrumental in spearheading financial programs, planning and fiscal analysis including capital improvement programs and ensuring that the District is providing high-quality water to its constituents in the most cost-effective manner. My personal commitment to the Serrano Water Districts ratepayer is emblematic of the successful stewardship towards ensuring that all assets are maintained and replaced within best industry practices.

Additionally, I have been fundamentally involved with the District's long-term planning including common sense initiatives for maximum rate payer benefit at minimum cost. I possess a solid understanding of Special Districts and believe that they provide better governance and

May 6, 2019 Page 2

improved local control. Also, I am actively involved with attending LAFCO meetings which provides me with the knowledge and skills necessary to work collaboratively in the best interest of Special Districts. Again, I am requesting your vote for the CSDA Seat B position. I am committed to working with all of the voting agencies to accomplish their goals. My statement of qualifications is attached for your perusal.

If you have any questions, kindly contact our General Manager, Jerry Vilander, at (714) 538-0079 or through email at <u>jerryv@serranowater.org</u>. Thank you for considering me for the CSDA Seat B position.

Sincerely,

Greg Mills

Serrano Water District, Vice President

cc: Board of Directors

Sneg mills

Jerry Vilander, General Manager

Attachment

# Greg Mills Seat B CSDA

#### **EXPERIENCE**

#### **BUSINESS**

- Small business owner fifteen years
- Analytical Chemist six years
- Process Engineer six years
- Technical Marketing Manager three years
- Marketing Director three years
- Marketing Executive five years

#### COMMUNITY INVOLVEMENT

- Board Member (Vice President) Serrano Water District three years
- Villa Park City Councilman four years; One term Mayor and one term Mayor Pro-Tem (one year each)
- Orange County Sanitation District Director two years
- Orange County Vector Control District Director three years
- ACWA-JPIA Representative Serrano Water District
- Villa Park Family Picnic five years
  - o Chair three years
- Eagle Scout
- Villa Park Rotary Board member twenty-one years.
  - o Club President; Paul Harris Fellow
- Indian Princess YMCA seven years
- Orange Elks Lodge seven years

#### **PROFFESIONAL**

- American Chemical Society thirty years
- CS Mantech eleven years
- PDA (Parenteral Drug Association)

   five years
- ISPE (International Society of Pharmaceutical Engineering eight years
- SEMI (Semiconductor Equipment and Manufacturer Institute nine years
- Optical Society of America four years
- MEPTEC
- AVS (American Vacuum Society)
  - ICMCTF

#### **EDUCATION**

- B.A., Chemistry Illinois College
  - o Phi Alpha President/Vice President
- M.S., Engineering Management Santa Clara University

#### PERSONAL

Married – 25 years. Wife: Journalist and active member of the community. One daughter currently at university.





Kelly A. Rivers
Board of Trustees
Orange County Cemetery District

Hello,

My name is Kelly Rivers, and I am running for the California Special Districts Association (CSDA) Board of Directors. I am excited for the opportunity to do my part for Special Districts in California, and will strive to expand awareness with both legislators and the public of the vital role special districts play.

Serving my community is a passion and it is a responsibility I take seriously. I am in my fourth year as a Board of Trustee for the Orange County Cemetery District, and recently completed my first term as Board Chair for 2018. I am also Chair of the District's Personnel Committee and serve as a member of the Communications & Public Relations Committee. In addition, I serve as a Board of Director for the California Association of Public Cemeteries (CAPC).

I have been a community volunteer my entire life, working with cemeteries, historical sites and planning and organizing special community events. I am the President of the Huntington Beach Historical Society and manage two of the largest living history events in California that attract thousands of visitors annually. During my tenure, I have vastly improved public outreach by successfully involving the community and effectively partnering with local businesses and public services.

It would be an honor to represent my fellow Special District members on the CSDA Board for the Southern Network and I humbly ask for your support. I believe my background, experience, and commitment to public service will be an asset to you and to our association. I appreciate your consideration.



Service Beyond Expectation

P.O. Box 638, Rancho Cucamonga, CA 91730-2799 P.O. Box 638, Rancho Cucamonga, CA 91729-0638 (909) 987-2591 Fax (909) 476-8032

John Bosler Secretary/General Manager/CEO

April 19, 2019

Ms. Crystal Escalera West Valley Water District 855 W. Baseline Road Rialto, CA 92377-0920

Dear Ms. Escalera,

It is with great pleasure that I forward for your consideration a candidate statement for Director Kathleen Tiegs who is seeking your support for the Southern Network (Seat B) of the California Special Districts Association Board of Directors.

Director Tiegs has served admirably on the Cucamonga Valley Water District Board of Directors since 2005. She is actively involved in CSDA, as well as with the Association of California Water Agencies, and has served in numerous leadership positions with both organizations.

Attached you will find a candidate's statement summarizing some of her many accomplishments. You will also get a true sense of her integrity as a leader and her passion as an advocate for special districts throughout California. Also, Director Tiegs will attend Special Districts Legislative Days being held in Sacramento May 21-22, 2019 if you would like to meet her in person and discuss her commitment to serving you and your district.

I encourage you to forward this information to your Board of Directors and consider supporting her candidacy for the 2019 elections which will take place June 17<sup>th</sup> to August 9<sup>th</sup>. Please do not hesitate to contact me, if you need additional information or if you would like her to contact your Board of Directors. Thank you for your consideration in this matter.

Sincerely,

John Bosler

General Manager/CEO

John Boler

## Kathleen J. Tiegs

2020-2022 California Special Districts Association Board of Directors, Southern Network, Seat B



I am pleased to share with you my interest in serving as the Southern Network, Seat B, representative for the California Special Districts Association (CSDA) Board of Directors. Through my involvement with CSDA since 2011, I have served with great passion and commitment on the Board of Directors, and the Membership, Legislative, and By-laws Committees.

My experience on the Cucamonga Valley Water District (CVWD) Board of Directors has provided me with a solid foundation to lead. Elected to the CVWD in November 2005, I have served as the Board President and currently serve on the Legislative and Outreach, and Human Resources/Risk Management Committees. From 2014 to 2017 I was honored to serve in the capacity of President and Vice President of the Association of California Water Agencies (ACWA). My duties at ACWA provided me the extremely valuable opportunity to effectively dialogue with special districts across the state on the important issues they are facing and how we can solve them.

I also served on the Association of San Bernardino County Special Districts Board of Directors from 2010 – 2015 where I developed a network of colleagues in a variety of agencies with a common goal of serving the needs of our constituents. There are numerous critical issues that confront special districts today; these challenges will require strong, experienced leadership, as well as a commitment to preserving the special district's mission to make communities better by providing core local services and taking action through community collaboration.

Thank you for allowing me to share with you my experience, leadership and knowledge. I look forward to serving you and the entire CSDA organization.

With Best Regards,

Kathler A Tiego



ecreation & Park District Post Office Box 401055 • Hesperia, California 92340-1055 • (760) 244-5488

... Serving the Community Since 1957

February 26, 2019

Crystal Escalera West Valley Water District 855 W. Baseline Road Rialto, CA 92377-0920

Dear Crystal:

I want to share my interest in serving you and your District as the Southern Network (Seat B) representative on the CSDA Board of Directors. In order to accomplish this I am asking for your consideration and hopefully your District's vote. Once the nominations close, April 17<sup>th</sup>, the ballots will be emailed to each district's CSDA contact person. The deadline for returning the ballot to CSDA's office is August 9<sup>th</sup>.

It has been a privilege and honor to be active with CSDA by serving at the committee level as a representative of the California Special Districts Association's Southern Network. I have served the Hesperia Recreation and Park District (HRPD) since 1987 in a variety of capacities which has given me a well-rounded foundation in the special district governance. HRPD was established in 1957 and now serves a diverse population of over 90,000. Our District provides a wide range of recreational, educational, social and other vital community services to our residents.

With your support I will serve you, your agency, and the other member districts of CSDA with the same high level of professionalism, dedication, service, and innovation that I have provided to the residents of Hesperia and HRPD. If elected, I will work cooperatively with the other CSDA Board of Directors to advance the work we do throughout the state as well as work with other organizations to protect our districts and the vital services we provide to our communities. We are all facing many of the same challenges and I want to be an active part of the future of CSDA as we work to educate, strengthen, and defend special districts both now and in the future. Lastly, I am committed to working hard to keep our Districts intact.

I would greatly appreciate your board of director's support in the coming election. Thank you for your consideration.

Sincerely,

HESPERIA RECREATION AND PARK DISTRICT

Penly // Very

Lindsay Woods General Manager

/ldw



# BOARD OF DIRECTORS STAFF REPORT

DATE: August 5, 2019

TO: Board of Directors

FROM: Clarence Mansell Jr., General Manager

SUBJECT: CONSIDER ACTIVATION OF THE WEST END WATER

DEVELOPMENT, TREATMENT AND CONSERVATION JOINT

POWERS AUTHORITY TO EXECUTE REGIONAL PROJECTS IN THE

WATER SUPPLY RELIABILITY 2025 PROGRAM

#### **DISCUSSION:**

West Valley Water District's (WVWD) mission is to provide our customers with a diversified, safe, high quality, and reliable water service at a reasonable rate and in a sustainable manner. Neighboring agencies in the region have the same mission. As such we share the need to work collaboratively on several projects such as groundwater recharge and managing pumping within our basins. In April 1989, a Joint Powers Agreement (Agreement) was signed creating the West End Water Development, Treatment and Conservation Joint Powers Authority (JPA) to formally facilitate collaborative projects. Please see the attached Exhibit A to review that Agreement. WVWD has been the lead agency for the JPA since 1989 and has maintained the JPA's good standing with the State through its long period of inactivity.

In the past year several local agencies have been talking about working collaboratively to develop groundwater recharge projects for our shared basins, manage pumping from those basins, and several other projects of common interest. Utilizing the JPA as the vehicle to facilitate this collaboration has been agreed upon to be the best path forward by staff at several agencies.

#### **FISCAL IMPACT:**

Administrative costs will be determined and presented to the Board after negations to update the Agreement are completed and the Agreement is presented to the Board for approval Funding for individual projects proposed by the JPA will be presented to the Board for approval as project costs are determined.

#### **STAFF RECOMMENDATION:**

That the Board of Directors approves the activation of the JPA and authorizes the Board President and the General Manager to enter into negotiations to update the Agreement and present the

modified Agreement to the Board for approval.

Respectfully Submitted,

Clarence C. Manselly

Clarence Mansell Jr, General Manager

CM:ce

#### ATTACHMENT(S):

1. JPA Scan

JOINT EXERCISE OF POWERS AGREEMENT CREATING THE
WEST END WATER DEVELOPMENT, TREATMENT AND CONSERVATION
JOINT POWERS AUTHORITY

THIS JOINT POWERS AGREEMENT ("Agreement") is made and entered 21st into this 7xx day of April, 1989, for identification purposes only, by and amongst CITY OF RIALTO, CITY OF SAN BERNARDINO, acting by and through its Board of Water Commissioners, and WEST SAN BERNARDINO COUNTY WATER DISTRICT (individually and collectively referred to herein as the "party" or "parties", "member" or "members", "member agency" or "member agencies").

#### RECITALS:

- A. Each of the parties herein is a public agency. Each of the parties herein is authorized and empowered to contract with the other parties for the joint exercise of powers under Article I, Chapter 5, Division 7, Title 1 of the California Government Code.
- B. Each of the parties to this Agreement has the authority and power to develop and distribute water supplies within their respective boundaries.

C. The parties hereto recognize the immediate necessity for planning, improving, protecting and developing water supplies and the construction, operation and maintenance of water conveyances, water treatment, water storage facilities and water conservation within the boundaries of the Joint Powers Agency created herein.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS, PROMISES AND THE PROVISIONS, CONDITIONS AND TERMS PROVIDED HEREIN, THE PARTIES HERETO AGREE AS FOLLOWS:

#### ARTICLE I

#### CREATION, PURPOSES AND DURATION

#### 1.1. Creation of Agency.

There is hereby created a public agency known as "West End Water Development, Treatment and Conservation Joint Powers Authority" (hereinafter referred to as the "Authority"). The Authority is formed by this Agreement pursuant to the provisions of Article I, Chapter 5, Division 7, Title 1 of the Government Code of the State of California. For the purpose of this Agreement, the Authority is a public agency separate from the parties hereto.

#### 1.2. Purposes.

The purpose of this Agreement is to create a public agency to exercise the common power of undertaking projects to develop and conserve water supplies, including the development of plans and the construction, operation and maintenance of works

and facilities for the development, transmission, treatment and storage and conservation of water.

#### ARTICLE II

#### POWERS OF THE AUTHORITY

- 2.1 The Authority shall have the power, in its own name, to do any and all of the following:
  - (a) To conduct research and investigations of all kinds relative to water conservation and securing timely and economic water treatment and storage facilities for its members.
  - (b) To make and enter contracts, leases and other agreements.
  - (c) To employ agents, employees, consultants, advisors, independent contractors and other staff.
    - (d) To incur debt, liabilities or obligations.
  - (e) To acquire, hold or dispose of property, both inside and outside the boundaries of the parties hereto.
  - (f) To acquire, construct, manage, maintain and operate any buildings, works or improvements, both inside and outside the boundaries of the parties hereto.
  - (g) To sue and be sued in its own name, provided that the Authority shall not commence or intervene in any lawsuit without the approval of all of its members.
  - (h) To issue bonds, notes, warrants and other evidences of indebtedness to finance costs and expenses incidental to the projects of the Authority.

- (i) To accumulate reserve funds for the purposes herein.
- (j) To designate committees to serve at the pleasure of the Commission, and to prescribe the manner in which proceedings of such committees shall be conducted.
- (k) To exercise jointly the common powers of the parties hereto set forth in Article I, Paragraph 1.2.
- (1) To invest surplus funds pursuant to Government Code § 6509.2 or other applicable State law.

#### ARTICLE III

#### EFFECTIVE DATE

- 3.1 This Agreement shall become effective and the Authority shall be created when the governing bodies of all of the parties to this Agreement have authorized execution of this Agreement.
- 3.2 In the event any additional public agency becomes a member of the Authority after its formation, all of the existing members and the prospective member shall execute a memorandum specifying the obligations of the prospective member for contributions toward past or present Authority expenditures.

#### ARTICLE IV

#### GOVERNING BOARD

4.1 This Agreement and the Authority created hereby shall be administered by the governing body of the Authority which shall be known as the "Commission" for the Authority, and be composed

- of three (3) members, one from each party to this Agreement. All of the power and authority of the Authority shall be exercised by the Commission, subject, however, to the reserved right of members with regard to approval of budgets and assumption of financial obligations.
- Each party hereto shall designate and appoint, by resolution of its governing body, one (1) member of its governing board, or its General Manager (or other such corresponding official), to act as its Commission member and one member of its governing body, or its General Manager (or other such corresponding official), to act as its alternate. During any absence of the Commissioner, the alternative Commissioner shall act in his place. Each member of the Commission and alternate shall hold office from the first meeting of each odd-numbered year for a period of two (2) years, or until his successor is selected. Each member of the Commission (and alternate) shall, however, serve at the pleasure of the governing body of the appointing member and may be removed at any time, with or without cause, in the sole discretion of said member's governing body from time-to-time; provided, however, that the member selected by each party shall either be a Commissioner (or alternate) of the governing body of said party or its General Manager (or other such corresponding official).
- 4.3 Each member agency of the Authority expressly possesses and reserves to itself final and absolute discretion to approve or disapprove, prior to commitment, any and all expenditures or

other financial obligation by the Authority, other than budgeted items, insofar as said expenditures or obligations are, or shall be, chargeable against such member. All general and special project budgets shall be subject to the prior approval by each member, to the extent that such budget may impose any financial liability on such member agency.

4.4 The vote, assent or approval of members in any matter requiring such vote, assent or approval hereunder shall be evidenced by a certified copy of the resolution, minute order or similar writing of the governing body of such member agency, filed with the Authority.

#### ARTICLE V

#### CONDUCT OF MEETINGS

5.1 The Commission of the Authority shall establish a regular meeting schedule. At its first meeting, the Commission shall provide for the time and place of holding its regular meetings. Special meetings may be called at the request of the Chairman or of a majority of the Commission members. Notice of all meetings shall be furnished in writing to each member of the Commission of the Authority and to each party to this Agreement. The meetings of the Commission shall be open to the public and shall be noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act as set forth in the California Government Code.

- 5.2 The Secretary of the Authority shall cause to be kept the minutes of all Commission meetings, and shall cause a copy of these minutes, along with copies of all ordinances and resolutions enacted, to be forwarded to each of the parties hereto.
- 5.3 A majority of the Commission shall constitute a quorum for the transaction of business.
- 5.4 Except as otherwise provided herein, all actions of the Commission shall be passed upon the affirmative vote of a majority of the members of the Commission.
- 5.5 If authorized by law and the Authority, each member of the Commission may receive compensation for each meeting of the Commission attended by him or her, which amount shall be fixed from time-to-time by the Commission, but shall not exceed the amount allowed by law. If allowed by the Commission, a Commissioner shall also receive traveling and other expenses incurred by him or her on Authority business at the request of the Commission.
- 5.6 The Commission may adopt, from time-to-time, such rules and regulations for the conduct of its affairs as may be required. Such rules and regulations may be amended from time-to-time, at either a regular or special meeting of the Commission, provided that a ten (10)-day prior written notice of the proposed amendment has been furnished to each party. A majority vote of all eligible votes shall be sufficient to adopt any proposed amendment to such rules and regulations.

#### ARTICLE VI

#### **OFFICERS**

- 6.1 The Authority's Commission shall select from its membership its own officers, including a Chairman, Vice Chairman, Secretary and Treasurer. The public officer, officers or persons who have charge of, handle or have access to any property of the Authority shall file an official bond in an amount to be fixed by the Authority's rules and regulations.
- 6.2 Any officer may be removed, either with or without cause, by the Commission, at any regular or special meeting thereof.
- 6.3 The Commission shall have the power to appoint such additional officers and to employ such additional employees and assistants as may be appropriate.
- 6.4 Each and all of said officers, employees and assistants shall serve at the pleasure of the Commission and shall perform such duties and shall have such powers as the Commission may, from time-to-time, determine.

#### ARTICLE VII

#### BUSINESS OFFICE AND STAFF

7.1 The Authority's business office shall be located at the offices of WEST SAN BERNARDINO COUNTY WATER DISTRICT, Rialto, California. WEST SAN BERNARDINO COUNTY WATER DISTRICT shall make its personnel available as necessary to perform the secretarial, clerical and administrative duties of the Authority. The

Authority shall reimburse WEST SAN BERNARDINO COUNTY WATER
DISTRICT for any personnel time expended on behalf of the
Authority at the District's rate of salary, plus benefits, along
with any materials used, upon presentation of periodic billings.

7.2 The Commission may, from time-to-time, change the location of the Authority's business office and utilize the secretarial, clerical and administrative services of other member agencies in place of, or in addition to, those of WEST SAN BERNARDINO COUNTY WATER DISTRICT, with appropriate reimbursement for the same.

#### ARTICLE VIII

#### GENERAL ADMINISTRATIVE BUDGET

8.1 As soon as possible after the formation of the Authority, at the first meeting of the Commission and annually thereafter, a general administrative budget shall be adopted by the Commission. The budget shall be prepared in sufficient detail to constitute an operating outline for contributions to be made by the parties and expenditures to be made during the ensuing year for those administrative and study matters of general benefit to all parties. This budget shall be adopted by the Commission, subject to ratification by the governing bodies of member agencies in accordance with the provisions of Paragraph 4.3 above. Until such time as the ratification process has been completed, the budget shall constitute a proposed budget.

#### ARTICLE IX

#### APPROVAL OF THE GENERAL ADMINISTRATIVE

#### BUDGET BY PARTIES

- 9.1 Each general administrative budget adopted by the Authority must be approved by and shall be deemed effective upon the receipt by the Authority of certified copies of approving resolutions or minute orders by the governing bodies of each of the members of the Authority. Until such time as this formal approval has been received, the budget shall constitute a proposed budget.
- 9.2 If any member fails or refuses to approve any general budget of the Authority, said budget shall be returned to the Authority for restudy and revision. In the event a budget acceptable to all of the members financially liable thereunder is not obtained prior to the start of a fiscal year, the Authority may continue to operate at the level of expenditure authorized by the last approved budget and the parties hereto shall be obligated to contribute their prorata portion to the Authority.

#### ARTICLE X

#### CONTRIBUTION PROCEDURE

10.1 The budget prepared pursuant to Article VIII shall provide for equal contributions by each party toward the total amount of revenue specified in the budget, unless otherwise agreed by the parties.

10.2 The contribution of each member of the Authority specified in any budget shall be billed quarterly and due and payable thirty (30) days after receipt of a billing therefor from the Authority. Unpaid contributions shall bear interest at the legal rate of interest from the date due to the date paid.

#### ARTICLE XI

#### SPECIFIC PROJECTS

11.1 Except for preliminary studies and matters of general administration (Article VIII), the Authority shall function through the identification and implementation of specific projects. A specific project may involve all or less than all members of the Authority, provided that no member shall be involved without its approval. A separate project budget and project agreement of the parties shall be established for each specific project, which budget and agreement shall determine the respective obligations, functions, and rights of the members involved, and of the Authority. The members of the Commission representing the members who will be involved in financing the project shall be and constitute a "Project Committee" of the Authority for purposes of administration and implementation of the specific project. All decisions with regard to any specific project, including, but not limited to, decisions relating to construction, maintenance, repair, replacement and operation, shall require the consent of a majority of members of the Project Committee.

- 11.2 The budget or other commitment of funds for the detailed study, planning, implementation or construction of any specific project shall be adopted by the Project Committee concerned with the specific project. Each such project budget or commitment must be approved by the unanimous consent of the members of the Commission represented on the Project Committee subject to ratification by the respective governing bodies of the member agencies participating in the specific project. Such consent and ratification shall not be unreasonably withheld.
- 11.3 If the Authority identifies a specific project (as defined above), which specific project is to be constructed by a private contractor(s), the Authority shall enter in a contract with such private contractor(s) in accordance with such statutory or other bidding procedures (if any) as may be applicable to West San Bernardino County Water District.

#### ARTICLE XII

#### EXPENDITURES IN EXCESS OF APPROVED BUDGET

12.1 All expenditures within the designations and limitations of approved general or specific project budgets shall be made on the authorization of a majority of the members of the Commission or the Project Committee of the Commission which is supervising such expenditures. No expenditures in excess of those budgeted shall be made without the unanimous consent and approval of all parties to a revised or amended budget which may, from time-to-time be submitted by the Commission.

#### ARTICLE XIII

#### ACCOUNTING

- 13.1 The fiscal year of the Authority shall be from July 1 to June 30, following.
- 13.2 Full books and accounts shall be maintained for the Authority in accordance with practices established by or consistent with those utilized by the Controller of the State of California for like public agencies. In particular, the controller and treasurer of the Authority shall comply strictly with the requirements of the statutes governing joint power agencies, Chapter 5, Division 7, Title 1 of the Government Code, commencing with Section 6500.
- 13.3 The records and accounts of the Authority shall be audited annually by an independent certified public accountant and copies of each such audit report shall be filed with the County Auditor, State Controller and each member of the Authority no later than fifteen (15) days after receipt of the audit by the Commission.

#### ARTICLE XIV

#### REVENUE BONDS

- 14.1 The Authority shall have the power and authority to issue revenue bonds in accordance with State law.
- 14.2 Although revenue bonds may be issued by and in the name of the Authority, nothing contained in this Agreement shall relieve any member of the Authority from any obligation incurred by such member by reason of the issuance of such revenue bonds.

### ARTICLE XV

### PROPERTY RIGHTS

15.1 To the extent that any funds received from any member of the Authority are used for the acquisition or construction of assets, the same shall be allocated annually on the books of the Authority to the credit of said contributing member.

#### ARTICLE XVI

### WITHDRAWAL OR DISSOLUTION

- 16.1 Any member of the Authority shall have the right to withdraw its membership effective at the end of the fiscal year, upon serving written notice of intention thereof on all other members at least one hundred and twenty (120) days before the close of any fiscal year; provided, however, that no such withdrawal shall relieve the withdrawing public agency from financial obligations theretofore incurred by it under this Agreement.
- 16.2 Upon withdrawal of a member from the Authority or upon dissolution of the Authority, there shall be a partial or complete distribution of assets and discharge of liabilities as follows:
  - (a) Upon withdrawal of any member of Authority, the withdrawing member shall receive its proportionate or otherwise defined share of the assets of the Authority (or the equivalent value thereof) within a reasonable amount of time after withdrawal and shall contribute its proportionate

or otherwise defined share towards the discharge of any enforceable liabilities incurred by the Authority as the same appear on the books of the Authority.

- (b) Upon dissolution of the Authority, each member shall receive its proportionate or otherwise defined share of the assets of the Authority within a reasonable amount of time after dissolution, and shall contribute its proportionate or otherwise defined share towards the discharge of any enforceable liabilities incurred by the Authority as the same appear on the books of the Authority. Any surplus shall be returned in proportion to contributions made.
- 16.3 The distribution of assets may be made in kind or assets may be sold and the proceeds thereof distributed to a member at the time of withdrawal or to the members at the time of dissolution.

### ARTICLE XVII

### LIABILITIES

17.1 Except as otherwise provided herein, the debts, liabilities and obligations of the Authority shall be the debts, liabilities and obligations of the Authority alone, and not of the parties to this Agreement.

#### ARTICLE XIII

### RESCISSION OR TERMINATION

18.1 The Authority shall continue until this Agreement is rescinded or terminated as herein provided.

18.2 This Agreement may be rescinded and the Authority terminated by written consent of a majority of the members evidenced by a certified copy of a resolution of their governing bodies.

#### XIX

### ARBITRATION

19.1 If a dispute arises as to the construction, interpretation or implementation of any provision of this Agreement, the issues in dispute or matter requiring action may be submitted to binding arbitration, if all of the parties agree to do so. For such purpose, an agreed arbitrator shall be selected by all members of the Commission, or in the absence of agreement, the Commission by majority vote shall select an arbitrator and the member or members in dissent shall select a second arbitrator and the two arbitrators shall select a third arbitrator. The arbitrator, or three (3) arbitrators acting as a panel, shall proceed to arbitrate the matter in accordance with the provisions of Title 9 of Part 3 of the Code of Civil Procedure.

### ARTICLE XX

### NOTICES

20.1 Notices under this Agreement shall be sufficient if addressed to the principal office of each of the parties hereto

and shall be deemed given upon deposit into the United States mail, First Class, postage prepaid.

#### ARTICLE XXI

### MISCELLANEOUS

- 21.1 The section headings herein are for convenience only and are not to be construed as modifying or governing language in the section.
- 21.2 This Agreement is made in the State of California under the Constitution and laws of this State and is to be so construed.
- 21.3 This Agreement may be amended from time to time by unanimous action of the parties.
- 21.4 This Agreement shall be binding upon and shall inure to the benefit of the successors of the parties.
- 21.5 If any one or more of the terms, provisions, promises, covenants or conditions of this Agreement shall to any extent be adjudged invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants and conditions of this Agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.
- 21.6 The parties shall not assign any rights or obligations under this Agreement without the written consent of all other parties.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and year hereinafter indicated.

ATTEST: By Gam M. Yauna	By Mayor
APPROVED AS TO FORM AND CONTI	
By     Legal Coun	nsel
	BOARD OF WATER COMMISSIONERS OF CITY OF SAN BERNARDINO
	By Margaret H. Chardle President
	By Sunard Ckersey Secretary
By Penn Legal Cour	
	WEST SAN BERNARDING COUNTY WATER DISTRICT

APPROVED AS TO FORM & CONTENT:

By Kinge Store

CITY OF SAN BERNARDING

Mayor

ATTEST:

By: Sound Clerk

APPROVED AS TO FORM AND LEGAL CONTENT:

James F. Penman City Attorney 1 2

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FIRST AMENDMENT
TO THE

JOINT EXERCISE OF POWERS AGREEMENT CREATING THE WEST END WATER DEVELOPMENT, TREATMENT AND CONSERVATION JOINT POWERS AUTHORITY

THIS FIRST AMENDMENT to the Joint Exercise of Powers Agreement creating the West End Water Development, Treatment and Conservation Joint Powers Authority is made and entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 1990, by and amongst the member agencies to the Agreement.

### RECITALS

A. Each of the member agencies entered into the Agreement on April 21, 1989, and the member agencies desire to make certain amendments to the Agreement.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS, PROMISES AND THE PROVISIONS, CONDITIONS AND TERMS PROVIDED HEREIN, THE PARTIES HERETO AGREE TO AMEND THE AGREEMENT AS FOLLOWS:

- 1. Article II, Powers of the Authority is amended by adding Section 2.2 to the Agreement to read as follows:
- "2.2 The powers of the Authority are subject to the restrictions upon the manner of exercising the powers of the West San Bernardino County Water District."
- 2. Article IV, Governing Board, Section 4.2 is amended to read as follows:
- "4.2 Each party hereto shall designate and appoint, by resolution of its governing body, one (1) member of its governing body or of its Board of Water Commissioners, or its General Manager (or other such corresponding official), to act as its Commission

member and one member of its governing body or of its Board of Water Commissioners, or its General Manager (or other such corresponding official), to act as its alternate. During any absence of the Commissioner, the alternative Commissioner shall act in his place. Each member of the Commission (and alternate) shall, however, serve at the pleasure of the governing body of the appointing member and may be removed at any time, with or without cause, in the sole discretion of said member's governing body from time-to-time; provided, however, that the Commissioner selected by each party shall either be a member of its governing body or of its Board of Water Commissioners, or its General Manager (or other such corresponding official)."

- 3. Article IV, Governing Board, is amended by adding Section 4.5 to the Agreement to read as follows:
- "4.5 Notwithstanding any provision in the Agreement to the Contrary, the parties hereto recognize that pursuant to Article IX of the Charter of the City of San Bernardino and Resolution of the Mayor and Common Council, all votes, assents or approvals and any documents to be executed by the City of San Bernardino pursuant to this Agreement shall be approved and executed on the City's behalf by its Board of Water Commissioners."
- 4. Except as specifically amended and/or supplemented, as set forth hereinabove, all terms, conditions and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Agreement on the day and year hereinabove indicated.

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A		By: John Monga
5	ATTEST;	
6	By: Jareme 16. Damaron	
7	City Cyerk	
8	APPROVED AS TO FORM AND CONTENT:	
9		
10		CITY OF SAN BERNARDINO
11		MIN
12	ATTERT.	Mayor Mayor
13	ATTEST:	
14	City Clerk	
15	APPROVED AS TO FORM AND LEGAL CONTE	ENT:
16	By: Tems 7 Kenna City Attorney	
17		West old beginsbaths solve
18		WEST SAN BERNARDING COUNTY WATER DISTRICT
19		By Dolla Bellen
20	ATTEST:	President
21	By: S Jan	
22	Secretary	
23	APPROVED AS FOR FORM AND CONTENT:	
24	By: Keardwarf	
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# FIRST AMENDMENT TO THE JOINT EXERCISE OF POWERS AGREEMENT CREATING THE WEST END WATER DEVELOPMENT; TREATMENT AND CONSERVATION JOINT POWERS AUTHORITY

THIS FIRST ADMENDMENT to the Joint Exercise of Powers Agreement creating the West End Water Development, Treatment and Conservation Joint Powers Authority is made and entered into this 15th day of February, 1990, by and amongst the member agencies to the Agreement.

### RECITALS

A. Each of the member agencies entered into the Agreement on April 21, 1989, and the member agencies desire to make certain amendments to the Agreement.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS, PROMISES AND THE PROVISIONS, CONDITIONS AND TERMS PROVIDED HEREIM, THE PARTIES HERETO AGREE TO AMEND THE AGREEMENT AS FOLLOWS:

- 1. Article II, Powers of the Authority is amended by adding Section 2.2 to the Agreement to read as follows:
- "2.2 The powers of the Authority are subject to the restrictions upon the manner of exercising the powers of the West San Bernardino County Water District."
- 2. Article IV, Governing Board, Section 4.2 is amended to read as follows:
- "4.2 Each party hereto shall designate and appoint, by resolution of its governing body, one (1) member of its governing body or of its Board of Water Commissioners, or its General Manager (or other such corresponding official), to act as its Commission member and one member of its governing body or of its Board of Water Commissioners, or its General Manager (or other such corresponding official, to act as its alternate. During any absence of the Commissioner, the alternative Commissioner shall act in his place. Each member of the Commission (and alternate) shall, however, serve at the pleasure of the governing body of the appointing member and may be removed at any time, with or without cause, in the sole discretion of said member's governing body from time-to-time; provided, however, that the Commissioner selected by each party shall either be a member of its governing body or of its Board of Water Commissioners, or its General Manager (or other such corresponding official)."
- 3. Article IV, Governing Board, is amended by adding Section 4.5 to the Agreement to read as follows:

- "4.5 Notwithstanding any provision in the Agreement to the contrary, the parties hereto recognize that pursuant to Article IX of the Charter of the City of San Bernardino and Resolution of the Mayor and Common Council; all votes, assents or approvals and any documents to be executed by the City of San Bernardino pursuant to this Agreement shall be approved and executed on the City's behalf by its Board of Water Commissioners."
- 4. Except as specifically amended and/or supplemented, as set forth hereinabove, all terms, conditions and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Agreement on the day and year hereinabove indicated.

Robert A. Scherer, President

ATTEST:

### EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is entered into this 1<sup>st</sup> day of August, 2019 ("Effective Date") by and between WEST VALLEY WATER DISTRICT, a public agency of the State of California ("District"), acting by and through its Board of Directors, and CRYSTAL ESCALERA ("Escalera"). The District and Escalera may be collectively referred to as the "Parties" and individually as a "Party."

#### RECITALS

- A. District is a county water district organized and operating pursuant to law found in *Water Code Sections 30000, et seq.*
- B. District desires to engage the services of Escalera as the Board Secretary of the District ("Board Secretary") and Escalera desires to perform the services of the Board Secretary.
- C. Escalera represents and warrants that she has the skill and ability to serve as Board Secretary and wishes to accept such employment.
- D. The Parties now desire to enter into this Agreement for the purpose of setting forth the terms and conditions upon which Escalera shall render certain services to District as Board Secretary.

### NOW, THEREFORE, THE PARTIES HERETO HEREBY AGREE AS FOLLOWS:

- 1. This Agreement has no specific term because Escalera is an "AT WILL" employee which means that Escalera works at the will of the District and can be terminated at any time for any reason or no reason at all per the terms set forth in this Agreement.
- 2. (a) The District employed Escalera beginning December 28, 2017, subject to a six (6) month probationary period from the date of hire, and Escalera accepted employment by the District, to serve as its Board Secretary. It is expressly understood that Escalera, in her capacity as Board Secretary, is a contracted "AT WILL" employee serving at the pleasure of the Board of Directors of the District ("Board"), subject to the provisions set forth herein. Escalera agrees to observe and comply with the rules and regulations of the District as adopted by the Board respecting performance of her duties and to carry out and perform orders, directives and policies of the District as they may be, from time to time, stated to her either orally or in writing by a majority of the Board.
- (b) Escalera shall be the Confidential Board Secretary of the District and shall perform such duties and services as shall be necessary and advisable to manage and conduct the business of the District, subject at all times to all applicable law(s) and Board decisions, as well as the consent, approval and direction of the Board. This is a confidential position. Escalera shall be available at all times to address questions or inquiries by the Board of Directors. This is

especially important during working hours. Escalera should do whatever is necessary to be available to respond to Board member phone calls and inquiries including, but not limited to, carrying a District cell phone at all times.

- (c) Escalera will devote her full time and attention to the performance of her duties and to District business affairs. Escalera shall report to the Board and District's offices for work under the District's 4/10 work schedule and at such other times as may be necessary to discharge her duties, except when away on District business, or as otherwise excused such as vacations and holidays. Notwithstanding the foregoing, Escalera agrees that she will report to work when necessary to District's operations, regardless of regularly scheduled hours to the extent such attendance is reasonably possible.
- (d) Escalera may devote a reasonable amount of time to professional water district and community related activities, so long as the time devoted to these other activities does not interfere with the performance of her duties to the District. Participation at those professional and other organizational activities will be subject to review and approval by the Board.
- (e) This Agreement shall in no way be interpreted as prohibiting Escalera from making passive personal investments and/or attending to such other personal business affairs, provided that such personal investments and/or private business affairs in no way interferes and/or conflicts with her duties and responsibilities as Board Secretary and/or the needs and best interests of the District.
- 3. (a) District shall compensate Escalera for the services performed pursuant to this Agreement in the annual sum of Ninety Five Thousand Seven Hundred and Ninety Dollars and twenty four cents (\$95,790.24) which represents a 5% increase upon Escalera's previous salary of Ninety One Thousand Two Hundred and Twenty Eight Dollars and Eighty Cents (\$91,228.80), payable in installments at the same time as other employees of the District are paid. District shall have the right to deduct or withhold from compensation due Escalera hereunder any and all sums required for federal income and social security taxes, if any, and all state or local taxes now applicable or that may be enacted and become applicable in the future. Escalera will receive all benefits contained in Exhibit "1" titled "West Valley Water District Summary of Benefits."
- (b) On or about the 28th of December of each year, commencing December 28, 2018, or as soon as practicable, the Board shall evaluate the performance of Escalera and other relevant factors and shall consider making adjustments in the annual salary of Escalera, as the Board may deem appropriate, in its sole and absolute discretion, in accordance with such evaluation. The Board shall meet and confer with Escalera in regard to such evaluation and the conclusions to be reached therefrom. However, it is understood that the District makes no commitment to increase or decrease Escalera's salary at any particular time on any regular basis.
- (c) As an exempt managerial employee, under no circumstances will Escalera be entitled to any overtime pay, regardless of the number of hours she may work in any work week.
- (d) District will provide Escalera with a District cellular telephone, laptop computer, iPad and such other technical equipment ("Technical Equipment") as may be necessary

for the performance of her duties, at District cost and expense. The District has provided Escalera with Technical Equipment as part of her employment as the Board Secretary. It is understood that the District is not providing Escalera with new Technical Equipment on the execution of this Agreement. However, in the course of Escalera's employment, District shall refresh and replace said Technical Equipment periodically in accordance with District policy. In addition, District shall budget and pay Escalera's professional dues and subscriptions necessary for continued full participation in approved national, regional, state and local associations and organizations necessary and desirable for continued professional growth and advancement for the good of the District.

- (e) Escalera will not be entitled to a District vehicle.
- (f) Escalera will be entitled to receive the same paid holidays as provided the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (g) The District has established a 457 and 401(a) Plan pursuant to the Internal Revenue Code and the regulations promulgated thereunder. Escalera may participate in such 457 and/or 401(a) Plans with her own funds, as she may determine from time to time. The District will contribute \$1 for every \$1 that Escalera contributes up to a total of \$5,000 per fiscal year. Employee is also eligible for all other matching contributions the District offers as outlined in the "Personnel Policies and Practices."
- (h) Escalera and her dependents (including her spouse) will be entitled to the same life insurance, accidental death and dismemberment insurance and long term disability benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (i) Escalera and her dependents (including her spouse) shall be entitled to the same medical insurance benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (j) Escalera and her dependents (including her spouse) will be entitled to the same vision care and dental insurance benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (k) Escalera will be entitled to the same PERS retirement programs and education assistance programs as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (1) Escalera will be entitled to the same leaves of absence (e.g., vacation, sick) as provided to the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
  - (m) In addition to vacation time, Escalera shall be allowed eighty hours (80) of

paid administrative leave per year. This leave is non-cumulative.

- (n) Escalera will be entitled to the same social security benefits and any other like or kind benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (o) Consistent with Article 1204 of the District's "PERSONNEL POLICIES AND PRACTICES" a retired employee and dependent spouse (See Article 2), or spouse of a deceased employee or retiree, may continue his/her medical, dental and vision insurance at District's expense on the basis of the following: employee is a minimum of fifty-five (55) years of age with a minimum of five to twenty (20) years of continuous service. (See Article 1204 of the District's Personnel Policies and Practices."
- (p) Tuition and Fees Reimbursement. West Valley Water District will reimburse the Board Secretary for educational tuition and fees solely for the Board Secretary's education. One hundred percent of fees will be eligible for reimbursement each fiscal year, not to exceed \$5,000.00. The Board Secretary shall successfully complete the course(s) with a "C" or equivalent passing grade. Failure to successfully complete the course(s) will result in no reimbursement. Items subject to reimbursement shall include fees actually paid by the employee such as registration fees, tuition (educational fees), books, parking and laboratory fees. Proof of payment will be required in order to reimburse the Board Secretary for these items.
- 4. (a) Escalera serves at the will and pleasure of the Board. District may terminate this Agreement, in whole or in part, upon a vote of at least three (3) of the five (5) members of the Board (i) with cause or (ii) without cause. Notwithstanding the foregoing, this Agreement shall terminate on the death, retirement or permanent disability of Escalera.
- (b) In the event the District terminates Escalera's employment without cause, and if Escalera executes a full release of all claims against the District including, but not limited to a Civil Code section 1542 release, then and only then Escalera shall be entitled to a severance pay equal to only three (3) months of her yearly salary at the rate in effect at the time of termination. No benefits are included in any severance calculation.
- (c) In exchange for the severance pay set forth in subsection (b) above, Escalera hereby expressly waives any right she may have under any applicable law, District policy or otherwise to challenge or appeal her termination.
- (d) In the event Escalera's employment is terminated by the District for cause, she will not be entitled to severance pay. The term "cause" shall mean any of the following as determined by the Board: (i) willful damage to District property; (ii) a material breach by Escalera of the terms of her employment; (iii) willful violation of conflict of interest; (iv) acts of dishonesty, (v) intentional insubordination, (vi) misappropriation, embezzlement, intentional fraud and any similar misconduct by Escalera. Upon termination for cause, Escalera shall be entitled to receive all compensation earned but unpaid, for actual work performed as of the date of termination for cause and for accrued vacation time plus all compensation required under the law.

- 5. (a) Escalera is an "AT WILL" employee of the District and shall serve at the pleasure of the District and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the District to terminate the services of Escalera for any reason, or no reason at all, with or without cause, at any time, subject only to California law and the provisions set forth in this Agreement.
- (b) Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Escalera to resign at any time from her position with the District and Escalera shall provide fourteen (14) calendar days' notice prior to resignation.
- (c) In the event the District terminates Escalera's employment pursuant to this Agreement, and if Escalera is not otherwise in breach of the terms of this Agreement, and if Escalera executes a written waiver of any and all claims Escalera may have against the District, including but not limited to a Civil Code Section 1542 waiver, then the District shall pay a severance equal to a lump sum payment equal to three months' base salary as indicated in paragraph 4(b). The District shall be relieved of any obligation to pay severance pay if Escalera fails to execute a waiver as described above or if Escalera is terminated for cause as defined in paragraph 4(d) in carrying out the duties obligated under this Agreement or if Escalera is convicted of any illegal act involving moral turpitude or personal gain.
- 6. Escalera may resign at any time with fourteen (14) calendar days' notice to the Board. In the event of resignation, death, illness or incapacity (as discussed in subsection 4(a) above), Escalera shall not be entitled to any severance pay. District shall have the option, in its discretion to terminate Escalera at any time prior to the end of such notice period provided that District pays Escalera all compensation due and owing through the last day actually worked, plus an amount equal to the base salary Escalera would have earned through the remainder of the notice period.
- 7. Escalera will be reimbursed for reasonable and appropriate District related business and/or travel expenses in connection with the performance of her duties under this Agreement and in accordance with the District's general policies on business expenses.
- 8. (a) If any provision of this Agreement shall be ruled invalid, illegal or unenforceable, the Parties shall: (i) promptly negotiate a substitute for the provision which shall, to the greatest extent legally permissible, effect the intent of the parties in the invalid, illegal or unenforceable provision, and (ii) negotiate such changes in, substitutions for or additions to the remaining provisions of this Agreement as may be necessary in addition to and in conjunction with subsection (i) above to give effect to the intent of the Parties without the invalid, illegal or unenforceable provision. To the extent the Parties are unable to negotiate such changes, substitutions or additions as set forth in the preceding sentence, and the intent of the Parties with respect to the essential terms of the Agreement may be carried out without the invalid, illegal or unenforceable provision, the balance of this Agreement shall not be affected, and this Agreement shall be construed and enforced as if the invalid, illegal or unenforceable provision did not exist.
- (b) This Agreement may be signed and delivered in any number of counterparts, each of which, when signed and delivered, shall be an original, but all of which shall

together constitute one and the same Agreement.

- (c) This Agreement contains the entire agreement between the Parties with respect to the subject matter of this Agreement and any agreement or representation with respect to the same or the obligations of either Party with respect to the same which is not expressly provided in this Agreement or in a written document which is signed by the Party to be charged, shall be null and void.
- (d) This Agreement may not be amended except by a subsequent writing which is signed by the Parties.
- (e) The Recitals set forth herein are incorporated herein and are an operative part of this Agreement.
- (f) This Agreement shall be governed by and construed in accordance with the laws of the State of California.
- (g) If any action in law or equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, each Party shall pay its own attorneys' fees.
- (h) No official or employee of the District shall be personally liable to Escalera in the event of any default or breach by District or for any amount which may become due to Escalera or for any breach of the terms of this Agreement.
- (i) No director, officer or employee of the District shall have any financial interest, direct or indirect, in this Agreement nor shall any such director, officer or employee participate in any decision relating to this Agreement which affects his/her financial interest or the financial interest of any corporation, partnership, entity or association in which he/she is directly or indirectly interested, in violation of any state or federal statute or regulation. Escalera warrants that she has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.
- (j) Escalera recognizes the relations of trust and confidence that are established by this Agreement, and covenants with the District to furnish her best skill and judgment, and to actively cooperate and assist in furthering the best interests of the District in all matters pertaining to the services provided herein.
- (k) Each Party represents and warrants to the other Party that all necessary action has been taken by such Party to authorize the undersigned to execute this Agreement and to bind it to the performance of its obligations hereunder.
- (1) Escalera may not assign this Agreement in whole or in part. Any attempted assignment shall be null and void.
  - (m) Escalera acknowledges that (1) she has had the opportunity to consult

counsel in regard to this Agreement, (2) she has read and understands this Agreement, (3) she is fully aware of its legal effects, and (4) she has entered into it freely and voluntarily and based on her own judgment and not on any representations of promises other than those contained in this Agreement.

IN WITNESS WHEREOF, the Parties have hereunto set their hands on the first day date above written.

"DISTRICT"

	T VALLEY WATER DISTRICT, blic Agency of the State of California
Ву:	Dr. Michael Taylor., President
"ESC	ALERA"
Cryst	al Escalera

## **EXHIBIT "1"**

### **EXHIBIT "1"**

### West Valley Water District Summary of Benefits

- Health Insurance Becomes effective the first of the following month after date of hire for self and family.
- Dental Insurance Becomes effective the first of the following month after date of hire for self and family. Coverage includes orthodontic benefits after one year of employment.
- Vision Service Plan- Becomes effective the first of the following month after date of hire for self and family.
- 4. Long-Term Disability Plan Becomes effective the first of the following month after sixty (60) days of employment.
- 5. Life Insurance Plan Becomes effective the first of the following month after sixty (60) days of employment. Two (2) times your salary up to \$125,000.
- Employee Assistance Program (EAP) Becomes effective the first of the following month after sixty (60) days of employment.
- 7. \$5,000 Dependent Life benefit.
- 8. Tuition Loan Program Up to \$5,000 annual tuition per fiscal year.
- 9. Sick Leave 96 hours of sick leave per year
- 10. 14 Annual Paid Holidays
- 11. Annual Vacation Allowance: 120 hours for Executive Management
- 12. 80 hours of Administrative Leave for Executive Management except for General Manager, Assistance General Manager and Assistant General Manager of Public Affairs will be provided 120 hours of Administrative Leave.

### (District pays the total cost of the above benefits)

- 13. Public Employees' Retirement System (PERS) effective first day of work. Under the Public Employees' Pension Reform Act (PEPRA) of 2013, new members will be provided the 2% at 62 retirement formula with an employee contribution of 6.25% of the annual salary. However, if confirmed as a Classic Employee with PERS, your formula will be 2% at 55 and District will pay both the Employer and Employee portion of this benefit.
- 14. Social Security and Medicare employees contribute their portion of this benefit. In addition, a 457 and a 401(a) retirement plan, supplemental Insurance and credit union services are offered for voluntary participation.

#### EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is entered into this 1<sup>st</sup> day of August, 2019 ("Effective Date") by and between WEST VALLEY WATER DISTRICT, a public agency of the State of California ("District"), acting by and through its Board of Directors, and Clarence C. Mansell, Jr. ("Mansell, Jr."). The District and Mansell, Jr. may be collectively referred to as the "Parties" and individually as a "Party."

### RECITALS

- A. District is a county water district organized and operating pursuant to law found in *Water Code Sections 30000*, et seq.
- B. District desires to engage the services of Mansell, Jr. as the Interim General Manager of the District ("Interim General Manager") and Mansell, Jr. desires to perform the services of the Interim General Manager.
- C. Mansell, Jr. represents and warrants that he has the skill and ability to serve as Interim General Manager and wishes to accept such employment.
- D. The Parties now desire to enter into this Agreement for the purpose of setting forth the terms and conditions upon which Mansell, Jr. shall render certain services to District as Interim General Manager.

## NOW, THEREFORE, THE PARTIES HERETO HEREBY AGREE AS FOLLOWS:

- 1. This Agreement has no specific term because Mansell, Jr. is an "AT WILL" employee which means that Mansell, Jr. works at the will of the District and can be terminated at any time for any reason or no reason at all per the terms set forth in this Agreement.
- 2. (a) The District employed Mansell, Jr., and Mansell, Jr. accepted employment by the District, to serve as its General Manager. It is expressly understood that Mansell, Jr., in his capacity as General Manager, is a contracted "AT WILL" employee serving at the pleasure of the Board of Directors of the District ("Board"), subject to the provisions set forth herein. Mansell, Jr. agrees to observe and comply with the rules and regulations of the District as adopted by the Board respecting performance of his duties and to carry out and perform orders, directives and policies of the District as they may be, from time to time, stated to him either orally or in writing by a majority of the Board. Daily direction and control shall be exercised by the President of the Board and Vice-President if the President is unavailable.
- (b) Mansell, Jr. shall be the General Manager of the District and shall perform such duties and services as shall be necessary and advisable to manage and conduct the business of the District, subject at all times to all applicable law(s) and Board decisions, as well as the consent, approval and direction of the Board. Mansell, Jr. shall have charge of and supervise the day-to-day operations of the District, including the staffing thereof. Mansell, Jr. shall be responsible to the Board for the operation of the District functions and facilities of the District,

including, but not limited to: (i) attending all meetings of the Board and select committees, unless excused therefrom, (ii) negotiating, after consultation with the Board, all contracts involving the District, per the terms of the District's Purchasing Policy, (iii) ensuring that the provisions of all rules, regulations and ordinances of the District are carried out and enforced with the understanding that delegation by the General Manager is permitted, (iv) reviewing all policies proposed to the Board and making appropriate recommendations and implementing the policies of the Board after passage, (v) evaluating employees as provided for by District policy, (vi) the planning and carrying out of all construction work authorized by the Board, with the understanding that delegation by the General Manager is permitted, (vii) making recommendations to the Board concerning the affairs of the District, (viii) preparing and submitting to the Board an annual budget and such other reports as may be required by the Board, (ix) requesting Board approval to hire any direct reporting personnel prior to the offer of employment to such individuals and Board approval of all direct reporting employees before the full time direct reporting employees have passed their initial probation and (x) maintaining the District's public relations.

- (c) Mansell, Jr. will devote his full time and attention to the performance of his duties and to District business affairs. Mansell, Jr. shall report to both the Board of Directors and the District's offices for work under the District's work schedules and at such other times as may be necessary to discharge his duties, except when away on District business, or as otherwise excused such as vacations and holidays. Notwithstanding the foregoing, Mansell, Jr. agrees that he will report to work when necessary to District's operations, regardless of regularly scheduled hours to the extent such attendance is reasonably possible.
- (d) Mansell, Jr. may devote a reasonable amount of time to professional water district and community related activities, so long as the time devoted to these other activities does not interfere with the performance of his duties to the District. Participation at those professional and other organizational activities will be subject to review and approval by the Board.
- (e) This Agreement shall in no way be interpreted as prohibiting Mansell, Jr. from making passive personal investments and/or attending to such other personal business affairs, provided that such personal investments and/or private business affairs in no way interferes and/or conflicts with his duties and responsibilities as Interim General Manager and/or the needs and best interests of the District.
- 3. (a) District shall compensate Mansell, Jr. for the services performed pursuant to this Agreement in the annual sum of Two Hundred Thirty Six Thousand and Two Hundred and Fifty Dollars (\$236,250.00), which is a five percent raise from Mansell Jr.'s previous salary of \$225,000, payable in installments at the same time as other employees of the District are paid. District shall have the right to deduct or withhold from compensation due Mansell, Jr. hereunder any and all sums required for federal income and social security taxes, if any, and all state or local taxes now applicable or that may be enacted and become applicable in the future. Mansell, Jr. will receive all benefits contained in Exhibit "1" titled "West Valley Water District Summary of Benefits."
- (b) As an exempt managerial employee, under no circumstances will Mansell, Jr. be entitled to any overtime pay, regardless of the number of hours he may work in any work

week.

- (c) District will provide Mansell, Jr. with a District cellular telephone, laptop computer, iPad and such other technical equipment ("Technical Equipment") as may be necessary for the performance of his duties, at District cost and expense. In the course of Mansell, Jr.'s employment, District shall refresh and replace said Technical Equipment periodically in accordance with District policy. In addition, District shall budget and pay Mansell, Jr.'s professional dues and subscriptions necessary for continued full participation in approved national, regional, state and local associations and organizations necessary and desirable for continued professional growth and advancement for the good of the District.
- (d) Mansell, Jr. will be entitled to a District vehicle or vehicle allowance of \$600.00 per month as determined by Mansell, Jr. All reasonable, documented expenses concerning such vehicle will be the responsibility of the District, including, but not limited to, the fueling and maintenance thereof. The District, at District's sole cost and expense, shall provide bodily injury and property damage insurance for such vehicle at the amounts carried for District vehicles.
- (e) Mansell, Jr. will be entitled to receive the same paid holidays as provided the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (f) The District has established a 457 and 401(a) Plan pursuant to the Internal Revenue Code and the regulations promulgated thereunder. Mansell, Jr. may participate in such 457 and/or 401(a) Plans with his own funds, as he may determine from time to time. The District will contribute \$1 for every \$1 that Mansell, Jr. contributes up to a total of \$10,000 per calendar year. Employee is also eligible for all other matching contribution the District offers as outlined in the "Personnel Policies and Practices."
- (g) Mansell, Jr. and his dependents (including his spouse) will be entitled to the same life insurance, accidental death and dismemberment insurance and long term disability benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (h) Mansell, Jr. and his dependents (including his spouse) shall be entitled to the same medical insurance benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (i) Mansell, Jr. and his dependents (including his spouse) will be entitled to the same vision care and dental insurance benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (j) Mansell, Jr. will be entitled to the same PERS retirement programs and education assistance programs as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
  - (k) Mansell, Jr. will be entitled to the same leaves of absence (e.g., vacation,

sick) as provided to the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

- (l) In addition to vacation time, Mansell, Jr. shall be allowed five (5) working days paid administrative leave per year. This leave is non-cumulative.
- (m) Mansell, Jr. will be entitled to the same social security benefits and any other like or kind benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (n) Consistent with Article 1204 of the District's "PERSONNEL POLICIES AND PRACTICES" a retired employee and dependent spouse (See Article 2), or spouse of a deceased employee or retiree, may continue his/her medical, dental and vision insurance at District's expense on the basis of the following: employee is a minimum of fifty-five (55) years of age with a minimum of five to twenty (20) years of continuous service. (See Article 1204 of the District "Personnel Policies and Practices."
- (o) Tuition and Fees Reimbursement. West Valley Water District will reimburse the Interim General Manager for educational tuition and fees solely for the Interim General Manager's education. One hundred percent of fees will be eligible for reimbursement each fiscal year, not to exceed \$5,000.00. The Interim General Manager shall successfully complete the course(s) with a "C" or equivalent passing grade. Failure to successfully complete the course(s) will result in no reimbursement. Items subject to reimbursement shall include fees actually paid by the employee such as registration fees, tuition (educational fees), books, parking and laboratory fees. Proof of payment will be required in order to reimburse the Interim General Manager for these items.
- 4. In the event Mansell, Jr.'s employment is terminated by the District for cause, he will not be entitled to severance pay. Upon termination for cause, Mansell, Jr. shall be entitled to receive all compensation earned but unpaid, for actual work performed as of the date of termination for cause and for accrued vacation time plus all compensation required under the law.
- (a) Mansell, Jr. is an "AT WILL" employee of the District and shall serve at the pleasure of the District and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the District to terminate the services of Mansell, Jr. for any reason, or no reason at all, with or without cause, at any time, subject only to California law and the provisions set forth in this Agreement.
- (b) In the event Mansell's employment is terminated pursuant to this Agreement without cause, and Mansell, Jr. is not otherwise in breach of the terms of this Agreement, and if Mansell, Jr. executes a written waiver of any and all claims Mansell, Jr. may have against the District, including, but not limited to, a Civil Code Section 1542 waiver, but excluding workers' compensation or unemployment insurance, then the District shall pay a lump sum payment equal to six (6) months base salary to Mansell, Jr. Mansell Jr. has the option, at his sole discretion, to take the severance (six months) as Administrative Leave.

- 5. Mansell, Jr. will be reimbursed for reasonable and appropriate District related business and/or travel expenses in connection with the performance of his duties under this Agreement and in accordance with the District's general policies on business expenses.
- 6. (a) If any provision of this Agreement shall be ruled invalid, illegal or unenforceable, the Parties shall: (i) promptly negotiate a substitute for the provision which shall, to the greatest extent legally permissible, effect the intent of the parties in the invalid, illegal or unenforceable provision, and (ii) negotiate such changes in, substitutions for or additions to the remaining provisions of this Agreement as may be necessary in addition to and in conjunction with subsection (i) above to give effect to the intent of the Parties without the invalid, illegal or unenforceable provision. To the extent the Parties are unable to negotiate such changes, substitutions or additions as set forth in the preceding sentence, and the intent of the Parties with respect to the essential terms of the Agreement may be carried out without the invalid, illegal or unenforceable provision, the balance of this Agreement shall not be affected, and this Agreement shall be construed and enforced as if the invalid, illegal or unenforceable provision did not exist.
- (b) This Agreement may be signed and delivered in any number of counterparts, each of which, when signed and delivered, shall be an original, but all of which shall together constitute one and the same Agreement.
- (c) This Agreement contains the entire agreement between the Parties with respect to the subject matter of this Agreement and any agreement or representation with respect to the same or the obligations of either Party with respect to the same which is not expressly provided in this Agreement or in a written document which is signed by the Party to be charged, shall be null and void.
- (d) This Agreement may not be amended except by a subsequent writing which is signed by the Parties.
- (e) The Recitals set forth herein are incorporated herein and are an operative part of this Agreement.
- (f) This Agreement shall be governed by and construed in accordance with the laws of the State of California.
- (g) If any action in law or equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, each Party shall pay its own attorneys' fees.
- (h) No official or employee of the District shall be personally liable to Mansell, Jr. in the event of any default or breach by District or for any amount which may become due to Mansell, Jr. or for any breach of the terms of this Agreement.
- (i) No director, officer or employee of the District shall have any financial interest, direct or indirect, in this Agreement nor shall any such director, officer or employee participate in any decision relating to this Agreement which affects his/her financial interest or the

financial interest of any corporation, partnership, entity or association in which he/she is directly or indirectly interested, in violation of any state or federal statute or regulation. Mansell, Jr. warrants that he has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

- (j) Mansell, Jr. recognizes the relations of trust and confidence that are established by this Agreement, and covenants with the District to furnish his best skill and judgment, and to actively cooperate and assist in furthering the best interests of the District in all matters pertaining to the services provided herein.
- (k) Each Party represents and warrants to the other Party that all necessary action has been taken by such Party to authorize the undersigned to execute this Agreement and to bind it to the performance of its obligations hereunder.
- (1) Mansell, Jr. may not assign this Agreement in whole or in part. Any attempted assignment shall be null and void.
- (m) Mansell, Jr. acknowledges that (1) he has had the opportunity to consult counsel in regard to this Agreement, (2) he has read and understands this Agreement, (3) he is fully aware of its legal effects, and (4) he has entered into it freely and voluntarily and based on his own judgment and not on any representations of promises other than those contained in this Agreement.

IN WITNESS WHEREOF, the Parties have hereunto set their hands on the first day date above written.

"DIS"	RIC1"
	Γ VALLEY WATER DISTRICT, blic Agency of the State of California
By:	Dr. Michael Taylor, President
Ву:	Crystal Escalera, Secretary to the Board
"MAN	NSELL, JR."
Clarer	nce C. Mansell, Jr.

## **EXHIBIT "1"**

# West Valley Water District Summary of Benefits

- Health Insurance Becomes effective the first of the following month after date of hire for self and family.
- Dental Insurance Becomes effective the first of the following month after date of hire for self and family. Coverage includes orthodontic benefits after one year of employment.
- Vision Service Plan- Becomes effective the first of the following month after date of hire for self and family.
- 4. Long-Term Disability Plan Becomes effective the first of the following month after sixty (60) days of employment.
- 5. Life Insurance Plan Becomes effective the first of the following month after sixty (60) days of employment. Two (2) times your salary up to \$125,000.
- Employee Assistance Program (EAP) Becomes effective the first of the following month after sixty (60) days of employment.
- 7. \$5,000 Dependent Life benefit.
- 8. Tuition Loan Program Up to \$5,000 annual tuition per fiscal year.
- 9. Sick Leave 96 hours of sick leave per year
- 10. 14 Annual Paid Holidays
- 11. Annual Vacation Allowance: 120 hours for Executive Management
- 12. 120 hours of Administrative Leave.

### (District pays the total cost of the above benefits)

- 13. Public Employees' Retirement System (PERS) effective first day of work. Under the Public Employees' Pension Reform Act (PEPRA) of 2013, new members will be provided the 2% at 62 retirement formula with an employee contribution of 6.25% of the annual salary. However, if confirmed as a Classic Employee with PERS, your formula will be 2% at 55 and District will pay both the Employer and Employee portion of this benefit.
- 14. Social Security and Medicare employees contribute their portion of this benefit. In addition, a 457 and a 401(a) retirement plan, supplemental Insurance and credit union services are offered for voluntary participation.

### EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is entered into this 1<sup>st</sup> day of August, 2019 ("Effective Date") by and between WEST VALLEY WATER DISTRICT, a public agency of the State of California ("District"), acting by and through its Board of Directors, and DEBORAH MARTINEZ ("Martinez"). The District and Martinez may be collectively referred to as the "Parties" and individually as a "Party."

### RECITALS

- A. District is a county water district organized and operating pursuant to law found in *Water Code Sections 30000, et seq.*
- B. District desires to engage the services of Martinez as the Human Resources and Risk Manager of the District ("Human Resources and Risk Manager") and Martinez desires to perform the services of the Human Resources and Risk Manager.
- C. Martinez represents and warrants that she has the skill and ability to serve as Human Resources and Risk Manager and wishes to accept such employment.
- D. The Parties now desire to enter into this Agreement for the purpose of setting forth the terms and conditions upon which Martinez shall render certain services to District as Human Resources and Risk Manager.

### NOW, THEREFORE, THE PARTIES HERETO HEREBY AGREE AS FOLLOWS:

- 1. This Agreement has no specific term because Martinez is an "AT WILL" employee which means that Martinez works at the will of the District and can be terminated at any time for any reason or no reason at all per the terms set forth in this Agreement.
- 2. (a) The District employed Martinez beginning April 9, 2018, subject to a six (6) month probationary period from the date of appointment, and Martinez accepted employment by the District, to serve as its Human Resources and Risk Manager. It is expressly understood that Martinez, in her capacity as Human Resources and Risk Manager, is a contracted "AT WILL" employee serving at the pleasure of the Board of Directors of the District ("Board"), subject to the provisions set forth herein. Martinez agrees to observe and comply with the rules and regulations of the District as adopted by the Board respecting performance of her duties and to carry out and perform orders, directives and policies of the District as they may be, from time to time, stated to her either orally or in writing by a majority of the Board.
- (b) Martinez shall be the Human Resources and Risk Manager of the District and shall perform such duties and services as shall be necessary and advisable to manage and conduct the business of the District, subject at all times to all applicable law(s) and Board decisions, as well as the consent, approval and direction of the Board.

- (c) Martinez will devote her full time and attention to the performance of her duties and to District business affairs. Martinez shall report to the General Manager and District's offices for work under the District's 4/10 work schedule and at such other times as may be necessary to discharge her duties, except when away on District business, or as otherwise excused such as vacations and holidays. Notwithstanding the foregoing, Martinez agrees that she will report to work when necessary to District's operations, regardless of regularly scheduled hours to the extent such attendance is reasonably possible.
- (d) Martinez may devote a reasonable amount of time to professional water district and community related activities, so long as the time devoted to these other activities does not interfere with the performance of her duties to the District. Participation at those professional and other organizational activities will be subject to review and approval by the Board.
- (e) This Agreement shall in no way be interpreted as prohibiting Martinez from making passive personal investments and/or attending to such other personal business affairs, provided that such personal investments and/or private business affairs in no way interferes and/or conflicts with her duties and responsibilities as Human Resources and Risk Manager and/or the needs and best interests of the District.
- 3. (a) District shall compensate Martinez for the services performed pursuant to this Agreement in the annual sum of One Hundred and Sixty-Two Thousand Two Hundred twenty seven Dollars and Fifty Two cents (\$162,227.52), which is a five percent raise from the previous salary of \$154,502.40 payable in installments at the same time as other employees of the District are paid. District shall have the right to deduct or withhold from compensation due Martinez hereunder any and all sums required for federal income and social security taxes, if any, and all state or local taxes now applicable or that may be enacted and become applicable in the future. Martinez will receive all benefits contained in Exhibit "1" titled "West Valley Water District Summary of Benefits."
- (b) On or about the 9th of April of each year, or as soon as practicable, commencing April 9, 2019, the Board shall evaluate the performance of Martinez and other relevant factors and shall consider making adjustments in the annual salary of Martinez, as the Board may deem appropriate, in its sole and absolute discretion, in accordance with such evaluation. The Board shall meet and confer with Martinez in regard to such evaluation and the conclusions to be reached therefrom. However, it is understood that the District makes no commitment to increase or decrease Martinez's salary at any particular time on any regular basis.
- (c) As an exempt managerial employee, under no circumstances will Martinez be entitled to any overtime pay, regardless of the number of hours she may work in any work week.
- (d) District will provide Martinez with a District cellular telephone, laptop computer, iPad and such other technical equipment ("Technical Equipment") as may be necessary for the performance of her duties, at District cost and expense. The District has provided Martinez with Technical Equipment as part of her employment as the Human Resources and Risk Manager. It is understood that the District is not providing Martinez with new Technical Equipment on the execution of this Agreement. However, in the course of Martinez's employment, District shall

refresh and replace said Technical Equipment periodically in accordance with District policy. In addition, District shall budget and pay Martinez's professional dues and subscriptions necessary for continued full participation in approved national, regional, state and local associations and organizations necessary and desirable for continued professional growth and advancement for the good of the District.

- (e) Martinez will be entitled to a District vehicle, as determined by the Board. All reasonable, documented expenses concerning such vehicle will be the responsibility of the District, including, but not limited to, the fueling and maintenance thereof. The District, at District's sole cost and expense, shall provide bodily injury and property damage insurance for such vehicle at the amounts carried for District vehicles. Martinez may take a \$250.00 per pay period vehicle allowance in place of a District vehicle at her sole discretion.
- (f) Martinez will be entitled to receive the same paid holidays as provided the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (g) The District has established a 457 and 401(a) Plan pursuant to the Internal Revenue Code and the regulations promulgated thereunder. Martinez may participate in such 457 and/or 401(a) Plans with her own funds, as she may determine from time to time. The District will contribute \$1 for every \$1 that Martinez contributes up to a total of \$5,000 per fiscal year. Employee is also eligible for all other matching contributions the District offers as outlined in the "Personnel Policies and Practices."
- (h) Martinez and her dependents (including her spouse) will be entitled to the same life insurance, accidental death and dismemberment insurance and long term disability benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (i) Martinez and her dependents (including her spouse) shall be entitled to the same medical insurance benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (j) Martinez and her dependents (including her spouse) will be entitled to the same vision care and dental insurance benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (k) Martinez will be entitled to the same PERS retirement programs and education assistance programs as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (1) Martinez will be entitled to the same leaves of absence (e.g., vacation, sick) as provided to the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

- (m) In addition to vacation time, Martinez shall be allowed one hundred and twenty hours (120) of paid administrative leave per fiscal year. This leave is non-cumulative.
- (n) Martinez will be entitled to the same social security benefits and any other like or kind benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".
- (o) Consistent with Article 1204 of the District's "PERSONNEL POLICIES AND PRACTICES" a retired employee and dependent spouse (See Article 2), or spouse of a deceased employee or retiree, may continue his/her medical, dental and vision insurance at District's expense on the basis of the following: employee is a minimum of fifty-five (55) years of age with a minimum of five to twenty (20) years of continuous service. (See Article 1204 of the District's "Personnel Policies and Practices.")
- (p) Tuition and Fees Reimbursement. West Valley Water District will reimburse the Human Resources and Risk Manager for educational tuition and fees solely for the Human Resources and Risk Manager's education. One hundred percent of fees will be eligible for reimbursement each fiscal year, not to exceed \$5,000.00. The Human Resources and Risk Manager shall successfully complete the course(s) with a "C" or equivalent passing grade. Failure to successfully complete the course(s) will result in no reimbursement. Items subject to reimbursement shall include fees actually paid by the employee such as registration fees, tuition (educational fees), books, parking and laboratory fees. Proof of payment will be required in order to reimburse the Human Resources and Risk Manager for these items.
- 4. (a) Martinez serves at the will and pleasure of the Board. District may terminate this Agreement, in whole or in part, upon a vote of at least three (3) of the five (5) members of the Board (i) with cause or (ii) without cause. Notwithstanding the foregoing, this Agreement shall terminate on the death, retirement or permanent disability of Martinez.
- (b) In the event the District terminates Martinez's employment without cause, and if Martinez executes a full release of all claims against the District including, but not limited to a Civil Code section 1542 release, then and only then Martinez shall be entitled to a severance pay equal to only three (3) months of her yearly salary at the rate in effect at the time of termination. No benefits are included in any severance calculation.
- (c) In exchange for the severance pay set forth in subsection (b) above, Martinez hereby expressly waives any right she may have under any applicable law, District policy or otherwise to challenge or appeal her termination.
- (d) In the event Martinez's employment is terminated by the District for cause, she will not be entitled to severance pay. The term "cause" shall mean any of the following as determined by the Board: (i) willful damage to District property; (ii) a material breach by Martinez of the terms of her employment; (iii) willful violation of conflict of interest; (iv) acts of dishonesty, (v) intentional insubordination, (vi) misappropriation, embezzlement, intentional fraud and any similar misconduct by Martinez,. Upon termination for cause, Martinez shall be entitled to receive all compensation earned but unpaid, for actual work performed as of the date of termination for

cause and for accrued vacation time plus all compensation required under the law.

- 5. (a) Martinez is an "AT WILL" employee of the District and shall serve at the pleasure of the District and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the District to terminate the services of Martinez for any reason, or no reason at all, with or without cause, at any time, subject only to California law and the provisions set forth in this Agreement.
- (b) Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Martinez to resign at any time from her position with the District and Martinez shall provide fourteen (14) calendar days' notice prior to resignation.
- (c) In the event the District terminates Martinez's employment pursuant to this Agreement, and if Martinez is not otherwise in breach of the terms of this Agreement, and if Martinez executes a written waiver of any and all claims Martinez may have against the District, including but not limited to a Civil Code Section 1542 waiver, then the District shall pay a severance equal to a lump sum payment equal to three months' base salary as indicated in paragraph 4(b). The District shall be relieved of any obligation to pay severance pay if Martinez fails to execute a waiver as described above or if Martinez is terminated for cause as defined in paragraph 4(d) in carrying out the duties obligated under this Agreement or if Martinez is convicted of any illegal act involving moral turpitude or personal gain.
- 6. Martinez may resign at any time with fourteen (14) calendar days' notice to the Board. In the event of resignation, death, illness or incapacity (as discussed in subsection 4(a) above), Martinez shall not be entitled to any severance pay. District shall have the option, in its discretion to terminate Martinez at any time prior to the end of such notice period provided that District pays Martinez all compensation due and owing through the last day actually worked, plus an amount equal to the base salary Martinez would have earned through the remainder of the notice period.
- 7. Martinez will be reimbursed for reasonable and appropriate District related business and/or travel expenses in connection with the performance of her duties under this Agreement and in accordance with the District's general policies on business expenses.
- 8. (a) If any provision of this Agreement shall be ruled invalid, illegal or unenforceable, the Parties shall: (i) promptly negotiate a substitute for the provision which shall, to the greatest extent legally permissible, effect the intent of the parties in the invalid, illegal or unenforceable provision, and (ii) negotiate such changes in, substitutions for or additions to the remaining provisions of this Agreement as may be necessary in addition to and in conjunction with subsection (i) above to give effect to the intent of the Parties without the invalid, illegal or unenforceable provision. To the extent the Parties are unable to negotiate such changes, substitutions or additions as set forth in the preceding sentence, and the intent of the Parties with respect to the essential terms of the Agreement may be carried out without the invalid, illegal or unenforceable provision, the balance of this Agreement shall not be affected, and this Agreement shall be construed and enforced as if the invalid, illegal or unenforceable provision did not exist.

- (b) This Agreement may be signed and delivered in any number of counterparts, each of which, when signed and delivered, shall be an original, but all of which shall together constitute one and the same Agreement.
- (c) This Agreement contains the entire agreement between the Parties with respect to the subject matter of this Agreement and any agreement or representation with respect to the same or the obligations of either Party with respect to the same which is not expressly provided in this Agreement or in a written document which is signed by the Party to be charged, shall be null and void.
- (d) This Agreement may not be amended except by a subsequent writing which is signed by the Parties.
- (e) The Recitals set forth herein are incorporated herein and are an operative part of this Agreement.
- (f) This Agreement shall be governed by and construed in accordance with the laws of the State of California.
- (g) If any action in law or equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, each Party shall pay its own attorneys' fees.
- (h) No official or employee of the District shall be personally liable to Martinez in the event of any default or breach by District or for any amount which may become due to Martinez or for any breach of the terms of this Agreement.
- (i) No director, officer or employee of the District shall have any financial interest, direct or indirect, in this Agreement nor shall any such director, officer or employee participate in any decision relating to this Agreement which affects his/her financial interest or the financial interest of any corporation, partnership, entity or association in which he/she is directly or indirectly interested, in violation of any state or federal statute or regulation. Martinez warrants that she has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.
- (j) Martinez recognizes the relations of trust and confidence that are established by this Agreement, and covenants with the District to furnish her best skill and judgment, and to actively cooperate and assist in furthering the best interests of the District in all matters pertaining to the services provided herein.
- (k) Each Party represents and warrants to the other Party that all necessary action has been taken by such Party to authorize the undersigned to execute this Agreement and to bind it to the performance of its obligations hereunder.
- (1) Martinez may not assign this Agreement in whole or in part. Any attempted assignment shall be null and void.

(m) Martinez acknowledges that (1) she has had the opportunity to consult counsel in regard to this Agreement, (2) she has read and understands this Agreement, (3) she is fully aware of its legal effects, and (4) she has entered into it freely and voluntarily and based on her own judgment and not on any representations of promises other than those contained in this Agreement.

IN WITNESS WHEREOF, the Parties have hereunto set their hands on the first day date above written.

"DIST	TRICT"
	Γ VALLEY WATER DISTRICT, blic Agency of the State of California
By:	Dr. Clifford O. Young Sr., President
By:	Crystal Escalera, Secretary to the Board
"MAF	RTINEZ"
Deboi	rah Martinez

## **EXHIBIT "1"**

### **EXHIBIT "1"**

### West Valley Water District Summary of Benefits

- Health Insurance Becomes effective the first of the following month after date of hire for self and family.
- Dental Insurance Becomes effective the first of the following month after date of hire for self and family. Coverage includes orthodontic benefits after one year of employment.
- Vision Service Plan- Becomes effective the first of the following month after date of hire for self and family.
- 4. Long-Term Disability Plan Becomes effective the first of the following month after sixty (60) days of employment.
- 5. Life Insurance Plan Becomes effective the first of the following month after sixty (60) days of employment. Two (2) times your salary up to \$125,000.
- 6. Employee Assistance Program (EAP) Becomes effective the first of the following month after sixty (60) days of employment.
- 7. \$5,000 Dependent Life benefit.
- 8. Tuition Loan Program Up to \$5,000 annual tuition per fiscal year.
- 9. Sick Leave 96 hours of sick leave per year
- 10. 14 Annual Paid Holidays
- 11. Annual Vacation Allowance: 120 hours for Executive Management
- 12. 120 hours of Administrative Leave for Executive Management except for General Manager, Assistance General Manager and Assistant General Manager of Public Affairs will be provided 120 hours of Administrative Leave.

### (District pays the total cost of the above benefits)

- 13. Public Employees' Retirement System (PERS) effective first day of work. Under the Public Employees' Pension Reform Act (PEPRA) of 2013, new members will be provided the 2% at 62 retirement formula with an employee contribution of 6.25% of the annual salary. However, if confirmed as a Classic Employee with PERS, your formula will be 2% at 55 and District will pay both the Employer and Employee portion of this benefit.
- 14. Social Security and Medicare employees contribute their portion of this benefit. In addition, a 457 and a 401(a) retirement plan, supplemental Insurance and credit union services are offered for voluntary participation.