



WEST VALLEY WATER DISTRICT  
855 W. BASE LINE ROAD, RIALTO, CA 92376  
PH: (909) 875-1804 FAX: (909) 875-1849

REGULAR BOARD MEETING  
AGENDA

THURSDAY, AUGUST 4, 2022  
CLOSED SESSION - 6:00 PM • OPEN SESSION – 6:45 PM

BOARD OF DIRECTORS

Channing Hawkins, President  
Greg Young, Vice President  
Angela Garcia, Director  
Dan Jenkins, Director  
Kelvin Moore, Director

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"In order to comply with legal requirements for posting of agendas, only those items filed with the District Secretary's office by noon, on Wednesday a week prior to the following Thursday meeting, not requiring departmental investigation, will be considered by the Board of Directors."

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On March 4, 2020, Governor Newsom declared a State of Emergency resulting from the threat of COVID-19. On September 16, 2021, Governor Newsom signed Assembly Bill No. 361 into law. Assembly Bill No. 361 amends Government Code section 54953(e) by adding provisions for remote teleconferencing participation in meetings by members of a legislative body, without the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions. The West Valley Water District adopted a resolution determining, by majority vote, that, as a result of the declared State of Emergency, the District is adopting the State protocol which allows meetings in person and/or via teleconference. Accordingly, it has been determined that all Board and Workshop meetings of the West Valley Water District will be held pursuant to Assembly Bill No. 361, the Brown Act and will be conducted via teleconference and in person. Members of the public may listen and provide public comment via telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 840-293-7790 or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8402937790>. Public comment may also be submitted via email to [administration@wvwd.org](mailto:administration@wvwd.org). If you require additional assistance, please contact [administration@wvwd.org](mailto:administration@wvwd.org).

## 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 Acting Board Secretary, if you are attending in person. For anyone joining on Zoom, please wait for the Board President's instruction to indicate that you would like to speak. 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. 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. Adopt Resolution No. 2022-20 A Resolution Of The Board Of Directors Of The West Valley Water District Proclaiming A Local Emergency, Ratifying The Proclamation Of A State Of Emergency By Governor Gavin Newsom On March 4, 2020, And Authorizing Remote Teleconference Meetings Of The Legislative Bodies Of West Valley Water District For The Period August 14, 2022, Through September 14, 2022, Pursuant To Brown Act Provisions.
2. Approval of Monthly Financial Reports for May 2022 (PO, Treasurer, Cash Disbursement, Revenues & Expenditures, Funds Transfer).
3. Approval of Monthly Financial Reports for June 2022 (PO, Treasurer, Cash Disbursement, Revenues & Expenditures, Funds Transfer).
4. Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in May 2022, Invoice No. 220803; \$4,010.50.

5. Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in June 2022, Invoice No. 222540; \$1,212.00.
6. Approval of Payment to Leal Trejo, for Professional Services rendered in February 2022, Invoice Nos. 18810 and 18811; totaling \$10,020.00.
7. Approval of Payment to Leal Trejo, for Professional Services rendered in March 2022, Invoice Nos. 18880, 18881, 18882, and 18558; totaling \$29,118.48.
8. Approval of Payment to Tafoya Law Group, APC, for Professional Services rendered in June 2022, Invoice No. 22-1006; \$23,460.00.
9. Approval of Payment to Tafoya Law Group, APC, for Professional Services rendered in July 2022, Invoice No. 22-1007; \$20,079.00.

## **BUSINESS MATTERS**

### **Consideration of:**

10. Public Affairs 2022 Plan of Action.

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

1. **General Manager**
2. **Legal Counsel**
3. **Board Members**

## **UPCOMING MEETINGS**

- August 8, 2022- Human Resources Committee Meeting at 6:00 p.m. at District Headquarters.
- August 9, 2022- Safety & Technology Committee Meeting at 6:00 p.m. at District Headquarters.
- August 10, 2022- Engineering, Operations & Planning Committee Meeting at 6:00 p.m. at District Headquarters.
- August 11, 2022-External Affairs Committee Meeting at 6:00 p.m. at District Headquarters.
- August 16, 2022- SBVMWD Regular Board of Directors Meeting at 2:00 p.m. at 380 East Vanderbilt Way, San Bernardino, CA 92408.

- August 18, 2022, West Valley Water District Regular Board of Directors Meeting at 6:00 p.m. at District Headquarters.
- August 23, 2022- Policy Review Committee Meeting at 6:00 p.m. at District Headquarters.
- August 24, 2022- Finance Committee Meeting at 6:00 p.m. at District Headquarters.

### **UPCOMING EDUCATIONAL & TRAINING OPPORTUNITIES**

- August 12, 2022 - Southern California Water Conference, 8:00 a.m. to 1:00 p.m.
- August 22-25, 2022 - California Special Districts Association Annual Conference.
- Oct. 4-6, 2022 - WaterSmart Innovations Conference.

### **CLOSED SESSION**

- CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant Exposure To Litigation Pursuant To Paragraph (2) Of Subdivision (D) of Section 54956.9(B): Number Of Cases: Four (4).
- CONFERENCE WITH LABOR NEGOTIATOR (54957.6) DISTRICT NEGOTIATORS; Van Jew, Haydee Sainz, Robert Tafoya, Union Negotiators; Re: International Union Of Operating Engineers, Local 12.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph one (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Patricia Romero v. West Valley Water District, Case No. CIVDS2024402.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph one (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Naisha Davis v. West Valley Water District et al. Case No. 20STCV0323.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) General Manager.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Chief Financial Officer.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Board Secretary.

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 1, 2022.



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Nancy Albitre, Acting Board Secretary

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 [www.wvwd.org](http://www.wvwd.org) 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 the Acting Board Secretary, Nancy Albitre, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Albitre may be contacted by telephone at (909) 875-1804 ext. 346, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.

**RESOLUTION NO. 2022-20**  
**A RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF THE WEST VALLEY WATER DISTRICT**  
**PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION**  
**OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM ON**  
**MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS**  
**OF THE LEGISLATIVE BODIES OF WEST VALLEY WATER DISTRICT FOR THE**  
**PERIOD AUGUST 14, 2022, THROUGH SEPTEMBER 14, 2022,**  
**PURSUANT TO BROWN ACT PROVISIONS**

**WHEREAS**, West Valley Water District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

**WHEREAS**, all meetings of the West Valley Water District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Gov't Code § 54950 et seq.), so that any member of the public may attend, participate, and watch the district's legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54950(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the district's boundaries, caused by natural, technological, or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or the state of emergency continues to impact some members' ability to meet safely in person; and

**WHEREAS**, such conditions now exist in the district, specifically, a state of emergency has been proclaimed due to an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19); and

**WHEREAS**, the Board of Directors has determined that the state of emergency continues to directly impact the ability of some of the members to meet safely in person; and

**WHEREAS**, the Board of Directors does hereby find that the current state of emergency with respect to COVID-19, local official recommendations to promote social distancing, and conditions causing some risk to the health and safety of attendees, and will continue to cause, conditions of peril to the safety of some of persons with the district that are likely to be beyond the control of services, personnel, equipment, and facilities of the district, and desires to proclaim a

local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of West Valley Water District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953;

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT** as follows:

**Section 1. Recitals** The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**Section 2. Proclamation of Local Emergency.** The Board hereby proclaims that a local emergency now exists throughout the district and declares that meeting in person could impact some members' ability to meet in person and would present imminent risk to the health and safety of some of the attendees.

**Section 3. Ratification of Governor's Proclamation of a State of Emergency.** The Board hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

**Section 4. Remote Teleconference Meetings.** The General Manager and legislative bodies of the West Valley Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

**Section 5. Effective Date of Resolution.** This Resolution shall take effect on August 14, 2022, and shall be effective until the earlier of (a) September 14, 2022, or (b) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the West Valley Water District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**ADOPTED, this 4<sup>th</sup> day of August, 2022.**

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Channing Hawkins  
President of the Board of Directors  
West Valley Water District

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Nancy Albitre  
Acting Board Secretary



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** MAY 2022 - PURCHASE ORDER REPORT

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**BACKGROUND:**

The West Valley Water District (“District”) generated thirty-four (34) Purchase Orders (“PO”) in the month of May 2022 to various vendors that provide supplies and services to the District. The total amount issued to PO’s for the month of May 2022 was **\$904,237.82**. A table listing all PO’s for May 2022 is shown in **Exhibit A**.

There were three (3) Change Orders (“CO”) approved at the Board or General Manager’s approval level during the month of May 2022. A table listing all CO’s for May 2022 is shown in **Exhibit B**.

**FISCAL IMPACT:**

There is no fiscal impact for producing the May 2022 Purchase Order Report.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve May 2022’s Purchase Order Report.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

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**ATTACHMENT(S):**

1. May 2022 Purchase and Change Order Report

**MEETING HISTORY:**

07/18/22 Finance Committee REFERRED TO BOARD

# Exhibit A



West Valley Water District, CA

# Purchase Order Summary Report

## Purchase Order Detail

Issued Date Range 05/01/2022 - 05/31/2022

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
22-0372	HVAC Annual Maintenance 04/26/22 00828 - CONTROL TEMP INC	Completed West Valley Water District	5/2/2022 5/16/2022	0.00	758.19
22-0373	Urgent repairs to Backhoe New Holland 01700 - PG MECHANICAL	Completed West Valley Water District	5/2/2022 5/16/2022	0.00	962.00
22-0374	AMR Flexnet support 00255 - AQUA-METRIC SALES CO	Completed West Valley Water District	5/5/2022 5/19/2022	0.00	2,510.00
22-0375	IBC Tote mixer 01567 - MCMaster-CARR SUPPLY COMPANY	Completed West Valley Water District	5/5/2022 5/19/2022	0.00	3,141.13
22-0376	Booster # 2 at 5-1 Pump Station rebuild 01124 - GENERAL PUMP COMPANY INC	Completed West Valley Water District	5/5/2022 5/19/2022	0.00	8,347.24
22-0377	WaterSafe 60 02462 - TYCON HOLDINGS LC	Outstanding West Valley Water District	5/5/2022 5/19/2022	0.00	2,327.44
22-0378	Kamstrup Order 05/09/22 01577 - IFLOW ENERGY SOLUTIONS INC	Outstanding West Valley Water District	5/9/2022 5/9/2022	0.00	21,907.25
22-0380	Sensus Order 05/09/22 00255 - AQUA-METRIC SALES CO	Outstanding West Valley Water District	5/9/2022 5/9/2022	0.00	21,019.70
22-0382	OMNI Order 05/09/22 00255 - AQUA-METRIC SALES CO	Outstanding West Valley Water District	5/9/2022 5/9/2022	0.00	4,446.08
22-0383	Proposal for Field Maintenance Data Entry 01328 - MILLER SPATIAL SERVICES LLC	Outstanding West Valley Water District	5/11/2022 5/25/2022	0.00	10,000.00
22-0384	Streetsweepe maintenance 01654 - HAAKER EQUIPMENT COMPANY	Completed West Valley Water District	5/16/2022 5/30/2022	0.00	704.80
22-0385	Tools for Maintenance Department 02420 - WHITE CAP CONSTRUCTION SUPPLY	Completed West Valley Water District	5/16/2022 5/30/2022	0.00	702.47
22-0386	Tools for maintenance department 02420 - WHITE CAP CONSTRUCTION SUPPLY	Completed West Valley Water District	5/16/2022 5/30/2022	0.00	907.10
22-0387	Tools for Maintenance Department 02420 - WHITE CAP CONSTRUCTION SUPPLY	Completed West Valley Water District	5/16/2022 5/30/2022	0.00	502.28
22-0388	Stock Order 05/16/22 00748 - YO FIRE	Outstanding West Valley Water District	5/16/2022 5/16/2022	0.00	22,040.00
22-0389	Publication Escheat Process 2022 00877 - RIALTO RECORD	Completed West Valley Water District	5/17/2022 5/31/2022	0.00	1,824.00
22-0390	DAF chemical pump parts 02504 - UGSI CHEMICAL FEED, INC	Outstanding West Valley Water District	5/17/2022 5/31/2022	0.00	1,619.19
22-0391	Replacing GAC Carbon on 5 vessels 00329 - CALGON CARBON CORPORATION	Outstanding West Valley Water District	5/18/2022 6/1/2022	0.00	414,000.00

## Purchase Order Summary Report

Issued Date Range 05/01/2022 - 05/31/2022

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
22-0392	Executive Recruitment Services for CFO 02265 - THE HAWKINS COMPANY	Outstanding West Valley Water District	5/18/2022 6/1/2022	0.00	30,000.00
22-0393	Auma actuator replacement for pretreatment 02439 - MISCOWATER	Outstanding West Valley Water District	5/18/2022 6/1/2022	0.00	7,273.13
22-0394	Repairs/PM to New Holland Backhoe 01700 - PG MECHANICAL	Completed West Valley Water District	5/19/2022 6/2/2022	0.00	670.00
22-0395	Parts for New Holland backhoe 01394 - SCOTT EQUIPMENT INC.	Completed West Valley Water District	5/19/2022 6/2/2022	0.00	1,619.99
22-0396	Magicard 600 Dual Sided ID Card Printer & Supplies 02325 - AMAZON.COM SALES INC	Outstanding West Valley Water District	5/19/2022 6/2/2022	0.00	2,414.00
22-0397	Replace Closers on Bathroom Doors 01526 - SO CAL LOCKSMITH	Completed West Valley Water District	5/19/2022 6/2/2022	0.00	1,646.72
22-0398	Gasoline Order 05/19/22 01783 - SC COMMERCIAL LLC	Received West Valley Water District	5/23/2022 6/6/2022	0.00	18,278.38
22-0399	Diesel Order 05/19/22 01783 - SC COMMERCIAL LLC	Received West Valley Water District	5/23/2022 6/6/2022	0.00	19,877.13
22-0400	Alder Reservoir 3-1 Road Pave 01321 - MIKE ROQUET CONSTRUCTION, INC.	Outstanding West Valley Water District	5/23/2022 6/6/2022	0.00	167,087.66
22-0401	T&M Services 00097 - TESCO CONTROLS INC	Completed West Valley Water District	5/24/2022 6/7/2022	0.00	775.00
22-0402	Riverside Ave North Street Recons Proj Phase I-B 00206 - MERLIN JOHNSON CONST INC.	Outstanding West Valley Water District	5/24/2022 6/7/2022	0.00	119,800.00
22-0403	Arrears Program Letters/Postage 01311 - MINUTEMAN PRESS OF RANCHO CUCAMONGA	Outstanding West Valley Water District	5/20/2022 6/3/2022	0.00	2,252.65
22-0404	Network Fleet Service 05/17/22 01514 - NETWORK	Completed West Valley Water District	5/19/2022 6/2/2022	0.00	9,155.88
22-0405	West Valley Photography Headshots 02331 - MAGNIFY PRODUCTIONS	Completed West Valley Water District	5/25/2022 6/8/2022	0.00	2,925.00
22-0406	Hach Reagents 00360 - USA BLUEBOOK	Completed West Valley Water District	5/26/2022 6/9/2022	0.00	551.01
22-0407	Descaler 02462 - TYCON HOLDINGS LC	Outstanding West Valley Water District	5/26/2022 6/9/2022	0.00	2,192.40

Purchase Order Count: (34)

Total Trade Discount: 0.00

Total: 904,237.82

# Exhibit B



West Valley Water District, CA

# Purchase Order Change Report

## Change Details

PO Issue Dates: -  
PO Change Dates: 05/01/2022 - 05/31/2022

Purchase Order	Purchase Order Description	Vendor	Ship To Code	Attention To	Issue Date	Amount	Shipping	Tax	Discount	Total Amount
<a href="#">21-0573-R1</a>	Bio Study for Pepper Railway crossi	<a href="#">00582 - TOM DODSON &amp; ASSO...</a>	WVWD	Rosa Gutierrez/Lizett	7/1/2021	27,588.00	0.00	0.00	0.00	27,588.00
<b>Packet</b>	<b>Change Description</b>	<b>Change Reason</b>			<b>Change Date</b>	<b>Changed By</b>			<b>Void PO</b>	
POPKT05335	Change Order - Board Approved to	Change Order - Board Approved to Increase funds			5/25/2022	Melissa Blount				

**Purchase Order Changes**

What Changed	Changed From	Changed To
Amount:	5,500.00	27,588.00

**Added Item**

Item	Commodity Code	Department	Sales Tax Code	Needed By	Units	Price	Amount	Shipping	Tax	Discount	Total Amount
Bio Study for Pepper Railway crossi	Service	5630 ENG CIP			0.00	0.00	22,088.00	0.00	0.00	0.00	22,088.00
		<b>Distributions</b>									
	<b>Account</b>	<b>Project Account Key</b>	<b>Separate Sales Tax</b>	<b>Percent</b>	<b>Amount</b>						
	<a href="#">100-8000-700-5451</a>	W15008		100.00%	22,088.00						

Purchase Order	Purchase Order Description	Vendor	Ship To Code	Attention To	Issue Date	Amount	Shipping	Tax	Discount	Total Amount
<a href="#">22-0029</a>	Blanket Po For Street Paving	<a href="#">01321 - MIKE ROQUET CONSTR...</a>	WVWD		7/13/2021	378,000.00	0.00	0.00	0.00	378,000.00
<b>Packet</b>	<b>Change Description</b>	<b>Change Reason</b>			<b>Change Date</b>	<b>Changed By</b>			<b>Void PO</b>	
POPKT05308	Add \$53K to PO to complete Fiscal	Add \$53K to PO to complete Fiscal Year			5/12/2022	CLIFFORD RAY				

**Purchase Order Changes**

What Changed	Changed From	Changed To
Amount:	325,000.00	378,000.00

**Changed Item**

Item	Commodity Code	Department	Sales Tax Code	Needed By	Units	Price	Amount	Shipping	Tax	Discount	Total Amount
Annual PO for Street Paving Service	Service	5410			0.00	0.00	378,000.00	0.00	0.00	0.00	378,000.00
	<b>What Changed</b>	<b>Changed From</b>			<b>Changed To</b>						
	Amount:	325,000.00			378,000.00						

**Old Distributions**

Account	Project Account Key	Separate Sales Tax	Percent	Amount	New Distributions	Project Account Key	Separate Sales Tax	Percent	Amount
<a href="#">100-5410-540-5612</a>			100.00%	325,000.00	<a href="#">100-5410-540-5612</a>			100.00%	378,000.00

Purchase Order	Purchase Order Description	Vendor	Ship To Code	Attention To	Issue Date	Amount	Shipping	Tax	Discount	Total Amount
<a href="#">3556-R2</a>	ENGINEERING SERVICES FOR THE D	<a href="#">01561 - MICHAEL BAKER INTER...</a>	WVWD		7/1/2021	46,903.99	0.00	0.00	0.00	46,903.99
<b>Packet</b>	<b>Change Description</b>	<b>Change Reason</b>			<b>Change Date</b>	<b>Changed By</b>			<b>Void PO</b>	
POPKT05290	Task Order #3 Change Order	Task Order #3 Change Order Board Approved 12/16/21			5/4/2022	Melissa Blount				

**Purchase Order Changes**

What Changed	Changed From	Changed To
Amount:	11,008.99	46,903.99

Purchase Order Change Report

PO Issue Dates: - PO Change Dates: 05/01/2022 - 05/31/2022

Purchase Order	Purchase Order Description	Vendor	Ship To Code	Attention To	Issue Date	Amount	Shipping	Tax	Discount	Total Amount		
<b>Added Item</b>												
<b>Item</b>		<b>Commodity Code</b>	<b>Department</b>	<b>Sales Tax Code</b>	<b>Needed By</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Shipping</b>	<b>Tax</b>	<b>Discount</b>	<b>Total Amount</b>
Task Order #3		Service	CIP			0.00	0.00	35,895.00	0.00	0.00	0.00	35,895.00
		<b>Distributions</b>										
		<b>Account</b>		<b>Project Account Key</b>	<b>Separate Sales Tax</b>	<b>Percent</b>	<b>Amount</b>					
		<a href="#">100-8000-700-5451</a>		W18021		100.00%	35,895.00					

### Account Summary

Account	Changed From	Changed To	Voided	Difference
<a href="#">100-5410-540-5612</a>	325,000.00	378,000.00	0.00	53,000.00
<a href="#">100-8000-700-5451</a>	16,508.99	74,491.99	0.00	57,983.00
<b>Report Totals:</b>	<b>341,508.99</b>	<b>452,491.99</b>	<b>0.00</b>	<b>110,983.00</b>

### Fund Summary

Fund	Changed From	Changed To	Voided	Difference
100	341,508.99	452,491.99	0.00	110,983.00
<b>Report Totals:</b>	<b>341,508.99</b>	<b>452,491.99</b>	<b>0.00</b>	<b>110,983.00</b>





**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** TREASURER'S REPORT - MAY 2022

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**DISCUSSION:**

West Valley Water District (“District”) engaged the Clifton Larson Allen LLP to prepare West Valley Water District’s (WVWD) Investment report on a monthly basis. The District’s investment policy is in uniformity with the State of California’s Local Agency Investment Guidelines (Government Code Section 53601(b)). Report for the Month of May 2022 is presented to the Finance Committee for discussion.

**FISCAL IMPACT:**

Monthly Cost of \$2,625 was included in the FY 2021-22 annual budget.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve May’s Treasurer report.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

SM:jv

**ATTACHMENT(S):**

1. 2022 May Treasurer Report

**MEETING HISTORY:**

07/18/22 Finance Committee REFERRED TO BOARD

West Valley Water District  
Cash, Investment & Reserve Balances - May 31, 2022

Institution/Investment Type	April 2022 Balance	May 2022 Balance	RESERVE ACCOUNT	Minimum Balance	Target Balance	Maximum Balance
<b>Funds Under Control of the District:</b>			<b>RESTRICTED FUNDS</b>			
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	2016A Bond	\$ 0.14	\$ 0.14	\$ 0.14
	<b>\$ 4,300.00</b>	<b>\$ 4,300.00</b>	Customer Deposit Accounts	\$ 4,412,219.97	\$ 4,412,219.97	\$ 4,412,219.97
Checking and Savings:			Capacity Charge Acct Balance	\$ 40,076,187.14	\$ 40,076,187.14	\$ 40,076,187.14
Chase - General Government Checking	\$ 2,483,462.27	\$ 6,282,163.94	CIP account in LAIF for capital purposes	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -		<b>\$ 47,488,407.25</b>	<b>\$ 47,488,407.25</b>	<b>\$ 47,488,407.25</b>
Chase - UTC Routine Checking	\$ 5,000.56	\$ 5,000.56	<b>CAPITAL RESERVE FUNDS</b>			
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50	Capital Project Account - 100% FY 21-22	\$ 10,627,040.00	\$ 10,627,040.00	\$ 10,627,040.00
	<b>\$ 2,537,099.33</b>	<b>\$ 6,335,801.00</b>	Capital Project Account-80% FY 22-23	\$ 10,996,133.60	\$ 10,996,133.60	\$ 10,996,133.60
			Administrative & General Account	\$ 1,455,958.56	\$ 1,455,958.56	\$ 1,455,958.56
				<b>\$ 23,079,132.16</b>	<b>\$ 23,079,132.16</b>	<b>\$ 23,079,132.16</b>
State of California, Local Agency Investment Fund	\$ 46,935,612.90	\$ 52,435,612.90	<b>LIQUIDITY FUNDS</b>			
US Bank - Chandler Asset Mgmt	\$ 23,323,258.31	\$ 23,475,893.85	Rate Stabilization Account	\$ 919,399.80	\$ 2,758,199.40	\$ 4,596,999.00
CalTrust Pooled Investment Fund - Short Term	\$ 16,675,463.01	\$ 16,701,937.22	Operating Reserve Account	\$ 4,853,195.19	\$ 9,706,390.38	\$ 14,559,585.57
CalTrust Pooled Investment Fund - Medium Term	\$ -	\$ -	Emergency Account	\$ 1,299,024.70	\$ 2,598,049.40	\$ 3,897,074.10
U. S. Treasury Bills			Water Banking Account	\$ 125,000.00	\$ 625,000.00	\$ 1,250,000.00
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -		<b>\$ 7,196,619.69</b>	<b>\$ 15,687,639.18</b>	<b>\$ 24,303,658.67</b>
			<b>OTHER RESERVES</b>			
			Self-Insurance Reserve	\$ 5,000,000.00	\$ 5,000,000.00	\$ 5,000,000.00
				<b>\$ 5,000,000.00</b>	<b>\$ 5,000,000.00</b>	<b>\$ 5,000,000.00</b>
<b>Total</b>	<b>\$ 89,475,733.55</b>	<b>\$ 98,953,544.97</b>	<b>OPERATING CASH</b>			
<b>Funds Under Control of Fiscal Agents:</b>			Balance Available for Daily Operations	\$ 16,189,386.01	\$ 7,698,366.52	\$ (917,652.97)
<b>US BANK</b>				<b>\$ 16,189,386.01</b>	<b>\$ 7,698,366.52</b>	<b>\$ (917,652.97)</b>
2016A Bond - Principal & Payment Funds	\$ -	\$ -				
2016A Bond - Interest Fund	\$ 0.14	\$ 0.14				
<b>Total</b>	<b>\$ 0.14</b>	<b>\$ 0.14</b>	<b>Grand Total</b>	<b>\$ 98,953,545.11</b>	<b>\$ 98,953,545.11</b>	<b>\$ 98,953,545.11</b>
<b>Grand Total</b>	<b>\$ 89,475,733.69</b>	<b>\$ 98,953,545.11</b>	<b>UNRESTRICTED RESERVES \$ 51,465,137.86</b>			

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.

  
Acting General Manager

## West Valley Water District Investment Memo – May 2022

**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 impair our independence.

**Total Fund Balance**

When comparing the District's total fund balances month-over-month between May (\$98,953,545.11) and April (\$89,475,733.69), CLA found the \$9,477,811.42 increased fund balance between May and April.

**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 May 31, 2022, CLA was able to confirm the District's cash and money-market securities were in accordance with the investment policy. CLA also conducted a review of the District's cash and money-market securities and found that all 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 six years of experience in managing money market mutual funds, Chandler Asset Management exceeds the 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 May 31, 2022 is 0.01%. Therefore, the District is following 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.

The District's investment policy is 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

## West Valley Water District Investment Memo – May 2022

Treasury Obligations are limited to five years. As of May 31, 2022, 8.4% 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.

**Negotiable Certificates of Deposit** – Section 9.4 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." All instruments categorized as negotiable certificates of deposit in the District's portfolio follow Section 9.4 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.

Per Section 9.4 of the investment policy, the maximum percentage of investments in negotiable certificates of deposit 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(i)) regarding negotiable certificates of deposit. These guidelines establish a maximum specified percentage of the District's investment portfolio for certificates of deposit at 30%. The State of California's guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Negotiable certificates of deposit constitute 0% of the District's total investment balance as of May 31, 2022. Therefore, the District is following both the investment policy and the State of California's standards.

**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 follow 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.

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 6.2% of the District's total investment balance as of May 31, 2022. Therefore, the District is following both the investment policy and the State of California's standards.

## West Valley Water District Investment Memo – May 2022

**Federal Agency Obligations** – Per Section 9.5 of the District’s investment policy, “there is no limitation as to the 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 the portfolio.” Although the policy does not explicitly list the bond rating requirements for federal agency obligations, all the District’s current federal agency holdings are rated AAA by multiple NRSRO’s as of May 31, 2022.

While 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 which state 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 7.9% of the District’s total investment balance as of May 31, 2022. 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 dictating no maximum maturity date for LAIF investments.

Per the Standard and Poor’s rating system, California’s Current Credit Rating is AA-, identifying the credit quality of the fund’s portfolio performance as strong.

As of the period ending May 31, 2022, the District’s Local Agency Investment Fund balance represents 53.0% of the District’s entire portfolio. Therefore, the District is following the investment policy as well as the standards of the Local Agency Investment Guidelines.

Based on the LAIF performance report for the month-ending May 31, 2022, LAIF investments had a net-yield of 0.684%. Regarding portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 68.45%
- Agencies- 17.93%
- Certificates of Deposit/Bank Notes- 5.91%
- Commercial Paper- 5.30%
- Time Deposits- 1.88%

## West Valley Water District Investment Memo – May 2022

- Loans- 0.34%
- Corporate Bonds- 0.19%

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 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 (Cal TRUST)**

The District maintains investments in the CalTRUST Short-Term Fund. For the month ending May 31, 2022 the Net Asset Value per share was \$10.02 (\$16,701,937.22 book value) for CalTRUST Short-Term Fund investments. Per the CalTRUST Month End Portfolio Statistics dated May 31, 2022, the credit rating for the Short-Term Fund is AAF, identifying the credit quality of the fund’s portfolio performance as very strong.

Section 9.3 of the District’s investment policy states “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 May 31, 2022, the District’s CalTRUST investment balance represents 16.9% of the District’s entire portfolio. Therefore, the District is following 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 May 31, 2022, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, except for 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 May 2022 (\$6,282,163.94) and April 2022 (\$2,483,462.27), CLA observed an increase in the May 2022 account balance of \$3,798,701.67 versus April 2022 due to a few factors. The District collected \$7,820,729.00 of capacity charges and \$518,048.96 of tax collection from the County of San Bernardino. The district then transferred the

## West Valley Water District Investment Memo – May 2022

excess funds of \$5,500,000 to the LAIF account during the month. Any remaining difference is due to normal monthly activity. In an effort to reduce the excess funds in the general checking account, the district processed an additional \$3,500,000 transfer to the LAIF account on June 2, 2022 after the board approved the transfer.

While the District reconciles its deposit accounts monthly, CLA found that the District has historically reported the month-ending bank statement balance on the Treasurer's Report. Because the monthly bank statement does not take any outstanding checks or other withdrawals into account, the District may be overstating the General Government Checking balances on the Treasurer's Report, which ultimately impacts its liquidity.

In May, the UTC Routine Checking account was \$5,000.56 and the UTC Non-Routine Checking account balance was \$48,636.50. The balances in both accounts went remained unchanged between May 2022 and April 2022. The relatively low balances in both accounts (in comparison with the historical balances) is due to the CFO's emphasis on transferring more of its unrestricted cash balances to the District's investments accounts to take advantage of the increased rate of return.

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 normally reconciled daily. 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 daily. Cash deposits are reconciled daily by the District's accounting department. Due to the Pandemic, the District does not accept cash payment from the customer and cash drawers are not in use. Petty cash is normally reconciled by the accounting department monthly. The District's accounting department provided CLA with a formalized reconciliation for the petty cash account as of May 31, 2022 to verify the \$700 petty cash balance.

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 May 31, 2022 the District had 6.4% of its portfolio invested in bank deposit accounts.

### **Commercial Paper**

Commercial paper is an unsecured, short-term debt instrument issued by a corporation, typically for the financing of accounts payable and inventories and meeting short-term liabilities. Commercial paper is usually issued at a discount from face value and typically reflects prevailing market interest rates. Per section 9.8 of the investment policy, the entity that issues the commercial paper should meet all the following conditions "(i) is organized and operating in the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars (\$500,000,000), and (iii) has debt other than commercial paper, if any, that is rated at least the "A" category by a NRSRO. For a commercial paper investment to be eligible for the District, the commercial paper shall not have a maximum maturity of 270 days or less and no more than 25% of the District's portfolio may be invested in this category.



## West Valley Water District Investment Memo – May 2022

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601 (h)) regarding Commercial Paper. These guidelines establish a maximum specified percentage of the District's investment portfolio for commercial paper at 25%. The State of California's guidelines also establish that maximum investment maturities for commercial paper should be 270 days or less.

As of May 31, 2022, the District had 0.1% invested in commercial paper investment, which maintained a maturity date of less than 270 days from the purchase date. Therefore, the District is following both the investment policy and the State of California's standards.

**Supranational**

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 supranationals should be five years or less.

As of May 31, 2022, the District's investments in five securities categorized as supranationals was roughly 1.2% of the total portfolio and 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.

## West Valley Water District Reserve Memo – May 2022

**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 May 31, 2022 ending balance of \$0.14 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 monthly. CLA was able to confirm that the customer deposit accounts balance presented on the May 2022 Treasurer's Report reconciles with the District's general ledger. The May 31, 2022 balance of \$4,412,219.97 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 \$40,076,187.14 presented on the May 2022 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.

**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 \$21,623,173.60 (\$10,627,040 for fiscal year 2021-22 and \$10,996,133.60 for fiscal year 2022-23) in its

## West Valley Water District Reserve Memo – May 2022

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 May 31, 2022 by reviewing the board-approved 2021-22 Capital Improvement Budget which indicates a total CIP (Operating Revenues + Capacity Charges) for fiscal year 2021-22 of \$10,627,040. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2022-23) which amounts to \$10,996,133.60, therefore, the District meets the requirement indicated in its reserve policy.

**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 project, 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 2021-22 board-approved mid-year operating budget adjustment, CLA can confirm the District has an operating expenses budget of \$29,119,171.13. As of May 31, 2022, the administrative and general account contains \$1,455,958.56 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 2021-22 board-approved mid-year operating budget adjustment, the District anticipates water revenues of \$18,387,996 for the current fiscal year. Therefore, CLA can verify that the District’s current balance of \$919,399.80 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 2021-22 board-approved mid-year operating budget adjustment, CLA can confirm the District has an operating expenses budget of \$29,119,171.13. As of May 31, 2022, the operating reserve account maintains a balance of \$4,853,195.19, 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 May 31, 2022 general ledger detail reporting provided by the District’s accounting staff, CLA was able to confirm that the District’s net assets total \$129,902,469.97. As of May 31, 2022, the emergency account represents a balance of \$1,299,024.70 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

## West Valley Water District Reserve Memo – May 2022

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 and this amount is considered adequate based on conversations with the District's CFO.

**Balance Available for Daily Operations** – This balance represents the District's total cash balance less any fund requirements. For the month ending May 31, 2022, the District had a total of \$98,953,545.11 in various institutional accounts. The required reserve balances by type total \$82,764,159.10 and are categorized as follows:

- Restricted Funds- \$47,488,407.25
- Capital Reserve Funds- \$23,079,132.16
- Liquidity Funds- \$7,196,619.69
- Other Reserves- \$5,000,000.00

Based on the District's Treasurer's Report, which indicates a total cash balance of \$98,953,545.11 and fund requirements of \$82,764,159.10, CLA can verify that the balance available for daily operations reconciles completely.

CLA reviewed the Treasurer's report for clerical accuracy and recalculated the total Unrestricted Reserves balance to ensure the totals agreed with the May 2022 Treasurer's Report. The Treasurer's Report indicates that West Valley Water District's total cash, investment, and reserve balances as of May 31, 2022 total \$98,953,545.11. In its assessment of the District's accounts, CLA can confirm the balances indicated on the Treasurer's Report appear accurate.

West Valley Water District  
Investment Policy Analysis  
May 31, 2022

U.S. Bank - Chandler Asset Management		
Money Market	14,619.20	A
Commercial Paper	99,375.00	A
Federal Agency Obligations	7,828,505.55	A
U.S. Government	8,298,433.25	A
Corporate Bonds	6,094,502.35	A
Supranational	1,140,458.50	A
Negotiable CD	-	A
<b>Total U.S. Bank - Chandler Asset Management Funds</b>	<b>23,475,893.85</b>	

Checking and Savings		
Bank of Hope	-	B
Chase-1653 (Operating Account)	6,282,163.94	B
Chase-1368	5,000.56	B
Chase-1392	48,636.50	B
Chase-5993 (Rebate Account)		B
2016A Bond - Principal & Payment Funds	-	B
2016A Bond - Interest Fund	0.14	B
District Cash Drawers	4,300.00	C
<b>Total Checking and Savings</b>	<b>6,340,101.14</b>	

CalTRUST Short Term Fund	16,701,937.22	A
CalTRUST Medium Term Fund	-	A
LAlF	52,435,612.90	A
<b>Total May 31, 2022 District Funds</b>	<b>98,953,545.11</b>	

The balances indicated above are as of May 31, 2022

Balances verified with monthly investment statements provided by client	A
Balances verified with monthly bank statements provided by client	B
Balances verified with monthly reconciliations provided by client	C

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 05/31/22, West Valley Water District is in compliance with its investment policy

Security Type	Maximum per Investment Policy	Balance
Commercial Paper	25%	99,375.00
Federal Agency Obligations	30%	7,828,505.55
U.S. Government	No Limit	8,298,433.25
LAlF	No Limit	52,435,612.90
CalTRUST	No Limit	16,701,937.22
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	6,094,502.35
Money Market	20%	14,619.20
Bank Deposits	No Limit	6,340,101.14
Supranational	30%	1,140,458.50
		98,953,545.11
<b>Funds Excluded from Policy</b>	2016A	-
<b>Total May 31, 2022 District Funds</b>		<b>98,953,545.11</b>

Asset Class	May 2022 (% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.1%	25%
Federal Agency Obligations	7.9%	30%
U.S. Government	8.4%	No Limit
LAlF	53.0%	No Limit
CalTRUST	16.9%	No Limit
Negotiable CD	0.0%	30%
Medium Term Notes (Corporate Bonds)	6.2%	30%
Money Market	0.01%	20%
Bank Deposits	6.4%	No Limit
Supranational	1.2%	30%

West Valley Water District  
 Bond Analysis  
 May 31, 2022

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 05/31/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
F N M A - 3135G0T94	250,965.00	Aaa	Yes	10/4/2018	1/19/2023	4.2
Federal Home Loan Bks - 3130ADRG9	251,462.50	Aaa	Yes	5/9/2018	3/10/2023	4.8
F H L M C - 3137EAEN5	251,620.00	Aaa	Yes	8/7/2018	6/19/2023	4.8
F H L M C - 3137EAES4	176,310.00	Aaa	Yes	6/24/2020	6/26/2023	3.0
FFCB Note 3133EKZK5	248,207.50	Aaa	Yes	8/19/2019	8/14/2023	3.9
Federal Home Loan Bks - 313383YJ4	253,330.00	Aaa	Yes	11/29/2018	9/8/2023	4.7
F N M A - 3135G0U43	236,600.35	Aaa	Yes	9/12/2018	9/12/2023	4.9
FHLMC MTN- 3137EAEZ8	485,290.00	Aaa	Yes	10/7/2020	11/6/2023	3.0
F N M A - 3135G06H1	421,584.60	Aaa	Yes	11/23/2020	11/27/2023	3.0
FHLMC MTN- 3137EAF2	339,059.00	Aaa	Yes	12/2/2020	12/4/2023	3.0
Federal Home Loan Bks - 3130A0F70	243,328.80	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130AB3H7	189,361.60	Aaa	Yes	4/8/2019	3/8/2024	4.8
Federal Home Loan Bks - 3130A0XE5	253,102.50	Aaa	Yes	3/19/2019	3/8/2024	4.9
FFCB Note 3133EKNX0	248,642.50	Aaa	Yes	6/25/2019	6/3/2024	4.9
Federal Home Loan Bks - 3130A1XJ2	251,380.00	Aaa	Yes	6/12/2019	6/14/2024	4.9
F N M A - 3135G0V75	246,052.50	Aaa	Yes	7/8/2019	7/2/2024	4.9
FFCB- 3133EKP75	244,787.50	Aaa	Yes	10/15/2019	9/17/2024	4.9
F N M A - 3135G0W66	243,712.50	Aaa	Yes	10/17/2019	10/15/2024	4.9
F N M A - 3135G0X24	92,437.85	Aaa	Yes	1/8/2020	1/7/2025	4.9
Federal Home Loan Mortgage Company - 3137EAEPO	275,768.85	Aaa	Yes	2/13/2020	2/12/2025	4.9
F N M A Deb - 3135G03U5	159,922.40	Aaa	Yes	4/22/2020	4/22/2025	4.9
F N M A - 3135G04Z3	266,167.20	Aaa	Yes	6/17/2020	6/17/2025	4.9
F H L M C - 3137EAEU9	324,971.50	Aaa	Yes	7/21/2020	7/21/2025	4.9
F N M A - 3135G05X7	472,030.50	Aaa	Yes	10/6/2020	8/25/2025	4.8
Federal Home Loan Bks - 3130AJXA2	277,362.00	Aaa	Yes	10/7/2020	9/12/2025	4.9
FHLMC MTN - 3137EAEK3	203,328.40	Aaa	Yes	9/23/2020	9/23/2025	4.9
F N M A - 3135G06G3	462,410.00	Aaa	Yes	11/1/2020	11/7/2025	4.9
Federal Home Loan Bks - 3130AKFA9	459,310.00	Aaa	Yes	12/16/2020	12/12/2025	4.9
<b>Total Federal Agency Obligations</b>	<b>7,828,505.55</b>					

Negotiable Certificate of Deposit						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 05/31/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
<b>Total Negotiable Certificates of Deposit</b>	-					

Money Market Fund						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 05/31/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
First American Govt Obligation Fund Class Y - 31846V203	14,619.20	Aaa	Yes	various		
<b>Total Money Market</b>	<b>14,619.20</b>					

Commercial Paper						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 05/31/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
Toyota Mtr Cr Corp Disc Coml C P - 89233HJW5	99,375.00	P-1	Yes	1/28/2022	9/30/2022	0.7
<b>Total Commercial Paper</b>	<b>99,375.00</b>					

Supranational						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 05/31/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
Inter American Devel Bk - 4581XOCZ9	250,247.50	Aaa	Yes	5/10/2018	9/14/2022	4.3
International Finance Corp - 45950KCR9	242,655.00	Aaa	Yes	7/12/2021	10/16/2024	3.2
International Bank M T N - 459058JL8	184,856.00	Aaa	Yes	10/22/2020	10/28/2025	4.9
Inter American Devel Bk - 4581XODV7	462,700.00	Aaa	Yes	4/13/2021	4/20/2026	5.0
<b>Total Supranational</b>	<b>1,140,458.50</b>					

U.S. Corporate						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 05/31/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
Pnc Bank NA - 69353RFE3	250,207.50	A2	Yes	5/9/2018	7/28/2022	4.2
Visa Inc Callable Note Cont 92826CAC6	150,634.50	Aa3	Yes	12/13/2018	12/14/2022	3.9
Charles Schwab Corp - 808513AT2	150,277.50	A2	Yes	6/8/2018	1/25/2023	4.6
Berkshire Hathaway Inc. - 084670BR8	150,652.50	Aa2	Yes	5/9/2018	3/15/2023	4.8
Toyota Motor Credit Corp. - 89236TJD8	142,347.95	A1	Yes	4/6/2021	4/6/2023	2.0
Apple Inc. - 037833AK6	150,186.00	Aaa	Yes	4/11/2019	5/3/2023	4.0
Walmart Inc - 931142EK5	151,812.00	Aa2	Yes	6/26/2018	6/26/2023	4.9
Bank of NY Mellon Corp - 06406FAD5	299,712.00	A1	Yes	3/15/2021	8/16/2023	2.4
John Deere Capital Corp - 24422EVN6	323,010.35	A2	Yes	3/1/2021	1/17/2024	2.8
National Rural Util Coop - 637432NL5	199,980.00	A1	Yes	4/6/2022	2/7/2024	1.8
Bank of America - 06051GHF9	125,493.75	A2	Yes	5/29/2019	3/5/2024	4.7
Schwab Charles Corp. - 808513BN4	101,478.30	A2	Yes	3/16/2021	3/18/2024	3.0
Amazon Com Inc. - 023135BW5	287,649.00	A1	Yes	5/10/2021	5/12/2024	3.0
Jpmorgan Chase Co - 46625HJX9	303,606.00	A2	Yes	12/5/2019	5/13/2024	4.4
Caterpillar Fini Service - 14913R2L0	296,961.40	A2	Yes	5/10/2021	5/17/2024	3.0
Salesforce Com Inc - 79466LAG9	47,687.00	A2	Yes	6/29/2021	7/15/2024	3.0
US Bancorp - 91159HHX1	148,125.00	A2	Yes	2/5/2021	7/30/2024	3.4
Paccar Financial Corp - 69371RR40	113,601.60	A1	Yes	8/3/2021	8/9/2024	3.0
Paccar Financial Corp - 69371RR73	232,783.95	A1	Yes	3/31/2022	4/7/2025	3.0
Pfizer Inc Sr Gbl Nto - 717081EX7	117,620.00	A2	Yes	6/3/2020	5/28/2025	4.9
State Str Corp - 857477BR3	76,351.20	A1	Yes	2/27/2022	2/6/2026	3.9
Apple Inc. - 037833EB2	161,444.50	Aaa	Yes	2/5/2021	2/8/2026	4.9
Unitedhealth Group Inc. - 91324PEC2	55,266.00	A3	Yes	6/16/2021	5/15/2026	4.8
Walmart Inc - 931142ERO	55,072.20	Aa2	Yes	9/8/2021	9/17/2026	5.0
Target Corp - 87612EBM7	132,244.00	A2	Yes	1/19/2022	1/15/2027	4.9
Procter Gamble Co The - 742718FV6	284,454.00	Aa3	Yes	2/1/2022	2/1/2027	4.9
Charles Schwab Corp - 808513BY0	90,361.15	A2	Yes	3/1/2022	3/3/2027	4.9
Berkshire Hathaway Fin - 084664CZ2	269,169.60	Aa2	Yes	3/7/2022	3/15/2027	5.0
Blackrock Inc - 09247XAN1	248,682.50	Aa3	Yes	4/27/2022	3/15/2027	4.8
Northern Tr Corp Sr Nt - 665859AW4	102,630.00	A2	Yes	5/5/2022	5/10/2027	4.9
Unitedhealth Group Inc - 91324PEF3	106,058.40	A3	Yes	5/17/2022	5/15/2027	4.9
Toronto Dominion Bank - 89114QCA4	297,315.00	A1	Yes	4/23/2021	6/12/2024	3.1
Bank of Montreal - 06367WB85	238,342.50	A2	Yes	8/6/2021	5/1/2025	3.7
Royal Bank of Canada - 78015K7H1	233,285.00	A1	Yes	5/20/2021	6/10/2025	4.0
<b>Total U.S. Corporate</b>	<b>6,094,502.35</b>					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 05/31/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 912828XW5	150,102.00	Aaa	Yes	5/9/2018	6/30/2022	4.1
U.S. Treasury Note - 912828L24	250,435.00	Aaa	Yes	5/9/2018	8/31/2022	4.3
U.S. Treasury Note - 912828M80	250,487.50	Aaa	Yes	5/9/2018	11/30/2022	4.5
U.S. Treasury Note - 912828V80	249,287.50	Aaa	Yes	4/29/2019	1/31/2024	4.7
U.S. Treasury Note - 912828X70	247,657.50	Aaa	Yes	9/5/2019	4/30/2024	4.6
U.S. Treasury Note - 912828U3	172,191.25	Aaa	Yes	12/30/2019	8/31/2024	4.6
U.S. Treasury Note - 912828YM6	486,700.00	Aaa	Yes	12/9/2020	10/31/2024	3.8
U.S. Treasury Note - 912828YV6	242,960.00	Aaa	Yes	12/11/2019	11/30/2024	4.9
U.S. Treasury Note - 912828Z52	483,125.00	Aaa	Yes	5/9/2021	1/31/2025	3.7
U.S. Treasury Note - 912828ZF0	469,885.00	Aaa	Yes	2/24/2021	3/31/2025	4.0
U.S. Treasury Note - 912828ZL7	467,170.00	Aaa	Yes	1/13/2021	4/30/2025	4.2
U.S. Treasury Note - 912828ZT0	464,355.00	Aaa	Yes	12/16/2020	5/31/2025	4.4
U.S. Treasury Note - 912828CAB7	462,070.00	Aaa	Yes	12/16/2020	7/31/2025	4.6
U.S. Treasury Note - 912828CAJ0	460,920.00	Aaa	Yes	12/1/2020	8/31/2025	4.7
U.S. Treasury Note - 912828CAT8	459,005.00	Aaa	Yes	12/1/2020	10/31/2025	4.8
U.S. Treasury Note - 912828CBC4	458,925.00	Aaa	Yes	1/8/2021	12/31/2025	4.9
U.S. Treasury Note - 912828CBH3	457,850.00	Aaa	Yes	2/16/2021	1/31/2026	4.9
U.S. Treasury Note - 912828CBQ3	459,025.00	Aaa	Yes	3/4/2021	2/28/2026	4.9
U.S. Treasury Note - 912828CCF6	230,497.50	Aaa	Yes	6/28/2021	5/31/2026	4.9
U.S. Treasury Note - 912828CCP4	456,915.00	Aaa	Yes	9/17/2021	7/31/2026	4.8
U.S. Treasury Note - 912828CCW9	458,595.00	Aaa	Yes	11/29/2021	8/31/2026	4.7
U.S. Treasury Note - 912828CCZ2	460,275.00	Aaa	Yes	12/15/2021	9/30/2026	4.7
<b>Total U.S. Government</b>	<b>8,298,433.25</b>					

May 2022 Bond Total per Treasurer's Report 23,475,893.85  
 Total Per May 2022 Chandler Statement 23,475,893.85  
 Variance -



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** MONTHLY REVENUE & EXPENDITURES REPORT - MAY 2022

---

**BACKGROUND:**

The Board of Directors requested the Monthly Financial Status Report to be presented to the Finance Committee for review and discussion before presenting these reports to the Board of Directors. The reports are being produced from the District's Financial System (System of Records) and will be presented on a monthly basis.

**DISCUSSION:**

The Monthly Financial Status Reports summarizes the District's revenue categories as well as expenditures for all Departments. The original total budget includes the adopted budget. Current total budget includes the adopted budget plus any budget amendments or adjustments made during the year. Period activity column represents activity for the reporting periods. Fiscal activity column represents the year-to-date activity or transactions that have been recorded in the general ledger from the beginning of the fiscal year July 1 through May 31. The encumbrance column represents funds encumbered with a purchase order that's not spent but committed. The percent column represents the percentage of the current budget that has been received (Revenue) or utilized (Expenditure).

**FISCAL IMPACT:**

There is no fiscal impact for producing the May 2022 Monthly Revenue & Expenditure Report.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve May 2022 Monthly Revenue & Expenditure Report.



Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

SM:jv

**ATTACHMENT(S):**

1. 2022 May Monthly Revenue & Expenditures Report

**MEETING HISTORY:**

07/18/22 Finance Committee REFERRED TO BOARD



West Valley Water District, CA

# Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 05/31/2022

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Revenue</b>							
4000 - Water consumption sales	18,387,996.00	18,387,996.00	1,552,024.98	18,141,959.34	0.00	-246,036.66	98.66 %
4010 - Water service charges	7,525,545.00	7,525,545.00	680,242.87	7,295,815.61	0.00	-229,729.39	96.95 %
4020 - Other operating revenue	4,134,968.00	4,134,968.00	112,940.20	2,221,437.71	0.00	-1,913,530.29	53.72 %
4030 - Property Taxes	2,340,807.00	2,340,807.00	508,432.80	3,137,752.31	0.00	796,945.31	134.05 %
4040 - Interest & Investment Earnings	350,000.00	350,000.00	179,304.11	-1,017,579.31	0.00	-1,367,579.31	290.74 %
4050 - Rental Revenue	35,000.00	35,000.00	0.00	33,539.70	0.00	-1,460.30	95.83 %
4060 - Grants and Reimbursements	50,000.00	50,000.00	0.00	28,795.22	0.00	-21,204.78	57.59 %
4070 - Gain on Sale of Capital Assets	0.00	0.00	0.00	771,002.23	0.00	771,002.23	0.00 %
4080 - Other Non-Operating Revenue	19,000.00	19,000.00	2,421.40	19,050.42	0.00	50.42	100.27 %
<b>Revenue Total:</b>	<b>32,843,316.00</b>	<b>32,843,316.00</b>	<b>3,035,366.36</b>	<b>30,631,773.23</b>	<b>0.00</b>	<b>-2,211,542.77</b>	<b>93.27 %</b>

## Budget Report

For Fiscal: 2021-2022 Period Ending: 05/31/2022

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>							
5110 - Source Of Supply	1,406,000.00	2,016,480.00	130,184.99	1,413,550.35	0.00	602,929.65	70.10 %
5210 - Production	3,593,450.00	4,028,450.00	412,480.48	3,581,398.80	40,161.75	406,889.45	89.90 %
5310 - Water Quality	643,130.00	640,630.00	45,155.65	439,642.39	3,920.01	197,067.60	69.24 %
5320 - Water Treatment - Perchlorate	280,000.00	584,483.13	224,772.28	472,748.33	22,271.57	89,463.23	84.69 %
5350 - Water Treatment - FBR/FXB	1,824,240.00	2,295,750.00	203,286.71	1,560,522.61	147,415.32	587,812.07	74.40 %
5390 - Water Treatment - Roemer/Arsenic	2,121,850.00	2,204,550.00	111,294.42	1,570,567.15	186,045.31	447,937.54	79.68 %
5410 - Maintenance - T & D	2,490,500.00	2,465,500.00	168,483.33	1,866,439.88	109,860.91	489,199.21	80.16 %
5510 - Customer Service	1,236,300.00	1,234,700.00	112,217.80	1,009,788.41	0.00	224,911.59	81.78 %
5520 - Meter Reading	1,049,700.00	1,039,700.00	65,509.52	838,865.64	37,997.75	162,836.61	84.34 %
5530 - Billing	498,100.00	499,700.00	53,162.76	414,080.72	23,247.97	62,371.31	87.52 %
5610 - Administration	2,305,325.00	2,268,325.00	309,850.19	1,641,555.08	0.00	626,769.92	72.37 %
5615 - General Operations	3,446,536.00	2,719,592.00	211,799.77	2,587,359.15	79,202.85	53,030.00	98.05 %
5620 - Accounting	877,035.00	887,035.00	62,273.18	799,381.41	0.00	87,653.59	90.12 %
5630 - Engineering	1,688,985.00	1,688,985.00	123,456.85	1,266,992.80	169,092.31	252,899.89	85.03 %
5640 - Business Systems	1,204,675.00	1,212,175.00	77,364.95	927,206.45	29,133.66	255,834.89	78.89 %
5645 - GIS	252,550.00	252,550.00	10,521.20	178,843.34	10,000.00	63,706.66	74.77 %
5650 - Board Of Directors	282,300.00	282,300.00	21,869.48	197,217.57	7,875.00	77,207.43	72.65 %
5660 - Human Resources/Risk Management	1,019,030.00	1,021,630.00	38,966.56	642,546.11	143,425.00	235,658.89	76.93 %
5680 - Purchasing	541,400.00	541,400.00	40,106.02	464,888.96	0.00	76,511.04	85.87 %
5710 - Public Affairs	1,255,136.00	1,220,136.00	156,287.91	846,407.05	107,177.45	266,551.50	78.15 %
5720 - Grants & Rebates	30,500.00	20,500.00	2,583.63	9,588.61	0.00	10,911.39	46.77 %
6200 - Interest Expense	951,350.00	951,350.00	0.00	651,527.40	0.00	299,822.60	68.48 %
6800 - Other Non-Operating Expense	0.00	0.00	0.00	21,800.00	0.00	-21,800.00	0.00 %
<b>Expense Total:</b>	<b>28,998,092.00</b>	<b>30,075,921.13</b>	<b>2,581,627.68</b>	<b>23,402,918.21</b>	<b>1,116,826.86</b>	<b>5,556,176.06</b>	<b>81.53 %</b>
<b>Report Surplus (Deficit):</b>	<b>3,845,224.00</b>	<b>2,767,394.87</b>	<b>453,738.68</b>	<b>7,228,855.02</b>	<b>-1,116,826.86</b>	<b>3,344,633.29</b>	<b>220.86 %</b>

Budget Report

For Fiscal: 2021-2022 Period Ending: 05/31/2022

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
100 - Water Operations Fund	3,845,224.00	2,767,394.87	453,738.68	7,228,855.02	-1,116,826.86	3,344,633.29
Report Surplus (Deficit):	3,845,224.00	2,767,394.87	453,738.68	7,228,855.02	-1,116,826.86	3,344,633.29



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** CASH DISBURSEMENTS REPORT - MAY 2022

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**BACKGROUND:**

The Board of Directors requested the Monthly Cash Disbursements Report to be presented to the Finance Committee for review and discussion before presenting these reports to the Board of Directors. The reports are being produced from the District's Financial System (System of Records) and will be presented to the Finance Committee on a monthly basis.

**DISCUSSION:**

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 Finance Committee, Board of Directors and ratepayers the opportunity to review expenses for supplies, materials, services, and payroll Disbursements. 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.

**FISCAL IMPACT:**

There is no fiscal impact for producing the May 2022 Cash Disbursement Reports.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve May 2022 Cash Disbursement Reports.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

SM:jv

**ATTACHMENT(S):**

1. 2022 May Cash Disbursements Board Report
2. 2022 May Payroll Cash Disbursement Board Report

**MEETING HISTORY:**

07/18/22 Finance Committee REFERRED TO BOARD

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
MAY 2022

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6120	ABF PRINTS INC	Window Envelopes	\$ 387.90	
6121	ACWA /JPIA	EE ADJUSTMENTS MAY 2022	\$ (1,706.85)	
6121	ACWA /JPIA	DELTACARE DENTAL PPO	\$ 820.02	
6121	ACWA /JPIA	HEALTH INSURANCE	\$ 10,276.20	
6121	ACWA /JPIA	VISION	\$ 127.08	
6121	ACWA /JPIA	DELTACARE DENTAL HMO	\$ 611.97	
6121	ACWA /JPIA	DELTACARE DENTAL PPO	\$ 8,424.74	
6121	ACWA /JPIA	EMPLOYEE ASSISTANCE PROGRAM	\$ 183.26	
6121	ACWA /JPIA	HEALTH INSURANCE	\$ 126,550.92	
6121	ACWA /JPIA	VISION	\$ 1,630.86	
6121	ACWA /JPIA	DELTACARE DENTAL PPO	\$ 94.96	
6121	ACWA /JPIA	EMPLOYEE ASSISTANCE PROGRAM	\$ 2.38	
6121	ACWA /JPIA	HEALTH INSURANCE	\$ 1,346.64	
6121	ACWA /JPIA	VISION	\$ 21.18	
6121	ACWA /JPIA	EE ADJUSTMENTS MAY 2022	\$ (1,898.45)	
6121	ACWA /JPIA	EE ADJUSTMENTS MAY 2022	\$ (64.72)	
6121	ACWA /JPIA	EE ADJUSTMENTS MAY 2022	\$ (21.18)	
6121	ACWA /JPIA	EE ADJUSTMENTS MAY 2022	\$ (2.38)	
6121	ACWA /JPIA	RETIREE - HEALTH	\$ 17,105.53	
6121	ACWA /JPIA	RETIREE - DENTAL	\$ 2,072.08	
6121	ACWA /JPIA	RETIREE - VISION	\$ 614.22	
6122	CALIFORNIA LANDSCAPE & DESIGN INC.	Blanket PO for Landscape Services for 47 Sites/HQ	\$ 5,560.00	
6122	CALIFORNIA LANDSCAPE & DESIGN INC.	Blanket PO for Landscape Services for 47 Sites/HQ	\$ 1,540.00	
6123	CHANDLER ASSET MANAGEMENT	April 2022	\$ 1,960.43	
6124	COMPUTERIZED EMBROIDERY COMPANY INC	Shop Supplies- Caps	\$ 362.04	
6124	COMPUTERIZED EMBROIDERY COMPANY INC	HR Uniforms	\$ 48.47	
6125	DIAMOND ENVIRONMENTAL SERVICES LP	10272 S Cedar PL Rialto, CA 92316	\$ 129.95	
6125	DIAMOND ENVIRONMENTAL SERVICES LP	18451 Vineyard Ave Rialto, CA 92377	\$ 129.95	
6126	FAST SIGNS	District Maint	\$ 217.50	
6127	HARTLEY, MARY JO	State of the 47th and SD	\$ 70.00	
6127	HARTLEY, MARY JO	State of the 47th and SD	\$ 18.60	
6128	HILLTOP GEOTECHNICAL, INC.	Blanket PO Compaction Services	\$ 3,200.00	
6129	INFOSEND INC	Postage & Printing Fiscal Yr 21-22 March 2022	\$ 3,710.98	
6129	INFOSEND INC	Postage & Printing Fiscal Yr 21-22 March 2022	\$ 12,314.89	
6130	INLAND ROAD SERVICE & TIRE	New Tires for Skidsteer	\$ 3,365.68	
6130	INLAND ROAD SERVICE & TIRE	Trailer Repairs	\$ 383.26	
6131	PANTALEON, SOCORRO	April Expenses	\$ 104.97	
6131	PANTALEON, SOCORRO	April Expenses	\$ 18.60	
6132	RED WING BUSINESS ADVANTAGE ACCOUNT	Safety Boots- A. Osornia	\$ 225.00	
6133	SANDER, REBECCA	Medicare Part B Reimbursement JAN to MAR 2022	\$ 510.30	
6134	SB VALLEY MUNICIPAL	Weather Based Irrigat Control Proj Partner Bridge	\$ 1,291.58	
6135	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.22	
6135	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.62	
6135	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.90	
6135	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.72	
6135	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 4.95	
6135	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.50	
6135	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.00	
6135	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.49	
6135	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.87	
6135	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.07	
6135	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.05	
6135	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.00	
6135	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.00	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
MAY 2022

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6135	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.72	
6135	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.83	
6135	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.05	
6135	UNIFIRST CORPORATION	ROEMER JANIT SVCS	\$ 133.28	
6135	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.17	
6135	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.00	
6135	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.56	
6135	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.05	
6135	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.95	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.60	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.53	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.50	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.00	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.21	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.85	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6135	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.03	
6135	UNIFIRST CORPORATION	UNIFORMS- METERS	\$ 5.00	
6135	UNIFIRST CORPORATION	UNIFORMS- METERS	\$ 5.57	
6135	UNIFIRST CORPORATION	UNIFORMS- METERS	\$ 5.60	
6135	UNIFIRST CORPORATION	UNIFORMS- METERS	\$ 100.07	
6135	UNIFIRST CORPORATION	UNIFORMS- METERS	\$ 6.27	
6135	UNIFIRST CORPORATION	UNIFORMS- METERS	\$ 5.97	
6135	UNIFIRST CORPORATION	HQ JANITORIAL SERVICES	\$ 209.17	
6135	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.17	
6135	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.00	
6135	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 4.99	
6135	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 7.18	
6135	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 5.73	
6135	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 5.00	
6137	ACWA/JOINT POWERS INSURANCE	Rate Stabilization Fund	\$ 115,082.70	
6138	BOOT BARN INC	Uniform- Boots-Becerra/Teeter/Herrera	\$ 210.75	
6138	BOOT BARN INC	Uniform- Boots-Becerra/Teeter/Herrera	\$ 166.38	
6138	BOOT BARN INC	Uniform- Boots-Becerra/Teeter/Herrera	\$ 225.00	
6139	CDW GOVERNMENT INC	Return IT Supplies	\$ (208.91)	
6139	CDW GOVERNMENT INC	Cisco Umbrella Anual Maint & 365 office lic	\$ 405.90	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 36.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 31.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 1,047.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 706.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 69.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 258.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 69.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 56.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 56.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 39.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 39.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 54.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 44.25	



**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 720.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 280.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D19004	\$ 20.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D19004	\$ 20.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 40.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 211.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 141.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 211.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 70.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 70.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 211.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 23.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 1,003.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 282.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 282.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 282.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 288.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 15.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 282.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 282.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 36.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 36.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 52.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 249.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 167.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 163.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 249.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 249.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 52.50	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 169.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 36.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 36.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 36.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	\$ 66.75	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6140	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6143	COMPUTERIZED EMBROIDERY COMPANY INC	Uniforms-HR Recruitment	\$ 118.42	
6144	FASTENAL COMPANY	Shop Supplies	\$ 439.07	
6145	GENERAL PUMP COMPANY INC	Booster # 2 at 5-1 Pump Station rebuild	\$ 8,347.24	
6145	GENERAL PUMP COMPANY INC	Motor for influent pump FBR	\$ 2,730.00	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
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<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6145	GENERAL PUMP COMPANY INC	Motor for influent pump FBR	\$ 2,625.27	
6145	GENERAL PUMP COMPANY INC	Motor for influent pump FBR	\$ 350.00	
6145	GENERAL PUMP COMPANY INC	Motor for influent pump FBR	\$ 9,705.04	
6146	HASA INC.	CHEMICALS-WELL#24	\$ 246.08	
6146	HASA INC.	CHEMICALS-WELL#1	\$ 420.65	
6146	HASA INC.	CHEMICALS-WELL#4	\$ 168.26	
6146	HASA INC.	CHEMICALS-WELL#33	\$ 353.06	
6146	HASA INC.	CHEMICALS-WELL#8	\$ 483.75	
6146	HASA INC.	CHEMICALS-WELL#15	\$ 462.72	
6146	HASA INC.	CHEMICALS-ROEMER	\$ 4,645.55	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-Production	\$ 326.26	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-Production	\$ 467.05	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-FBR	\$ 316.79	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-FBR	\$ 309.61	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-FBR	\$ 164.38	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-FBR	\$ 413.12	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-FBR	\$ 496.34	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-Roemer	\$ 428.14	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-Roemer	\$ 368.95	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-Roemer	\$ 475.20	
6147	MCMASTER-CARR SUPPLY COMPANY	Supplies-Roemer	\$ 128.76	
6148	OFFICE SOLUTIONS BUSINESS PRODUCTS	Office Supplies	\$ 13.75	
6149	PANTALEON, SOCORRO	Legislative Visits/ACWA Spring 2022	\$ 1,496.39	
6150	Q AIR-CALIFORNIA	Labor Refund-FBR	\$ (1,080.00)	
6150	Q AIR-CALIFORNIA	Supplies-FBR	\$ 1,560.95	
6151	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 260.00	
6151	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 72.33	
6152	RED WING BUSINESS ADVANTAGE ACCOUNT	SAFETY BOOTS-ALBERT HERRERA	\$ 225.00	
6153	SAMBA HOLDINGS INC	HR Monitoring SVS- April 2022	\$ 125.06	
6154	SB VALLEY MUNICIPAL	Baseline Feeder Electric- MAR 2022	\$ 44,736.70	
6155	SHARP EXTERMINATOR COMPANY	Pest Control-April 2022	\$ 185.00	
6156	TAYLOR, MICHAEL R	ACWA Spring Conference	\$ 2,261.34	
6157	UNIFIRST CORPORATION	Uniforms- Production	\$ 5.50	
6157	UNIFIRST CORPORATION	Uniforms- Production	\$ 6.49	
6157	UNIFIRST CORPORATION	Uniforms- Production	\$ 6.72	
6157	UNIFIRST CORPORATION	Uniforms- Production	\$ 5.90	
6157	UNIFIRST CORPORATION	Uniforms- Production	\$ 7.22	
6157	UNIFIRST CORPORATION	Uniforms- Production	\$ 5.00	
6157	UNIFIRST CORPORATION	Uniforms- Production	\$ 5.62	
6157	UNIFIRST CORPORATION	Uniforms- Production	\$ 4.95	
6157	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.62	
6157	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.50	
6157	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 4.95	
6157	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 8.00	
6157	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.49	
6157	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.22	
6157	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.72	
6157	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.90	
6157	UNIFIRST CORPORATION	Uniforms- Water Quality	\$ 5.00	
6157	UNIFIRST CORPORATION	Uniforms- Water Quality	\$ 5.05	
6157	UNIFIRST CORPORATION	Uniforms- Water Quality	\$ 5.87	
6157	UNIFIRST CORPORATION	Uniforms- Water Quality	\$ 5.07	
6157	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.87	
6157	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.05	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
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<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6157	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.07	
6157	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 8.00	
6157	UNIFIRST CORPORATION	Uniform- FBR/FXB	\$ 5.00	
6157	UNIFIRST CORPORATION	Uniform- FBR/FXB	\$ 6.05	
6157	UNIFIRST CORPORATION	Uniform- FBR/FXB	\$ 5.83	
6157	UNIFIRST CORPORATION	Uniform- FBR/FXB	\$ 5.72	
6157	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.72	
6157	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.83	
6157	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 8.00	
6157	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.05	
6157	UNIFIRST CORPORATION	Janitorial Services Roemer	\$ 133.28	
6157	UNIFIRST CORPORATION	JANITORIAL SERVICES-ROEMER	\$ 136.28	
6157	UNIFIRST CORPORATION	Uniforms- Roemer	\$ 6.05	
6157	UNIFIRST CORPORATION	Uniforms- Roemer	\$ 5.00	
6157	UNIFIRST CORPORATION	Uniforms- Roemer	\$ 5.56	
6157	UNIFIRST CORPORATION	Uniforms- Roemer	\$ 5.17	
6157	UNIFIRST CORPORATION	Uniforms- Roemer	\$ 5.95	
6157	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 8.00	
6157	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.05	
6157	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.95	
6157	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.56	
6157	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.17	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 6.03	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 5.85	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 5.60	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 6.05	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 5.50	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 6.21	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 6.05	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 5.53	
6157	UNIFIRST CORPORATION	Uniforms- Trans & Distrib	\$ 6.05	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.03	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 8.00	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 100.07	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.60	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.21	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.53	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.50	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.85	
6157	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6157	UNIFIRST CORPORATION	Uniforms- Meter Reading	\$ 5.57	
6157	UNIFIRST CORPORATION	Uniforms- Meter Reading	\$ 5.60	
6157	UNIFIRST CORPORATION	Uniforms- Meter Reading	\$ 5.95	
6157	UNIFIRST CORPORATION	Uniforms- Meter Reading	\$ 5.97	
6157	UNIFIRST CORPORATION	Uniforms- Meter Reading	\$ 5.00	
6157	UNIFIRST CORPORATION	Uniforms- Meter Reading	\$ 6.27	
6157	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.57	
6157	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.27	
6157	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.95	
6157	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.97	
6157	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 8.00	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
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<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6157	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.60	
6157	UNIFIRST CORPORATION	Janitorial Services HQ	\$ 209.17	
6157	UNIFIRST CORPORATION	JANITORIAL SERVICES	\$ 212.17	
6157	UNIFIRST CORPORATION	Uniform- Engineering	\$ 5.00	
6157	UNIFIRST CORPORATION	Uniform- Engineering	\$ 5.17	
6157	UNIFIRST CORPORATION	Uniform- Engineering	\$ 4.99	
6157	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 8.00	
6157	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.17	
6157	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 4.99	
6157	UNIFIRST CORPORATION	Uniform- Purchasing	\$ 7.18	
6157	UNIFIRST CORPORATION	Uniform- Purchasing	\$ 5.73	
6157	UNIFIRST CORPORATION	Uniform- Purchasing	\$ 5.00	
6157	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 5.73	
6157	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 7.18	
6157	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 8.00	
6161	VULCAN MATERIALS COMPANY	Temporary Asphalt	\$ 725.70	
6162	BOOT BARN INC	SAFETY BOOTS-JOHN MARTIN	\$ 207.97	
6162	BOOT BARN INC	SAFETY BOOTS-AARON HILLMAN	\$ 225.00	
6162	BOOT BARN INC	SAFETY BOOTS-ALLAN HIDALGO	\$ 225.00	
6162	BOOT BARN INC	SAFETY BOOTS-ROBERT TEETER	\$ 184.86	
6162	BOOT BARN INC	SAFETY BOOTS-CODY LUDWIG	\$ 198.73	
6163	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 232.50	
6163	FASTENAL COMPANY	SHOP SUPPLIES	\$ 160.82	
6163	FASTENAL COMPANY	SHOP SUPPLIES	\$ 44.09	
6163	FASTENAL COMPANY	SHOP SUPPLIES	\$ 377.61	
6163	FASTENAL COMPANY	SHOP SUPPLIES	\$ 214.99	
6163	FASTENAL COMPANY	SHOP SUPPLIES	\$ 363.06	
6163	FASTENAL COMPANY	SHOP SUPPLIES	\$ 31.36	
6163	FASTENAL COMPANY	SHOP SUPPLIES	\$ 291.68	
6163	FASTENAL COMPANY	SHOP SUPPLIES	\$ 310.40	
6164	GARCIA, ANGELA	ACWA-AIRFARE/LODGING/TRANSPORTATION	\$ 1,367.50	
6165	HAWKINS, CHANNING	ACWA CONF-AIRFARE/LODGING	\$ 619.76	
6166	INFOSEND INC	FEB 2022 NEWSLETTER	\$ 2,236.29	
6166	INFOSEND INC	MARCH 2022 NEWSLETTER	\$ 2,092.55	
6167	MCMaster-CARR SUPPLY COMPANY	MAINTENANCE SUPPLIES	\$ 420.43	
6168	MOORE, KELVIN	ACWA-MEALS/LODGING/TRANSPORTATION	\$ 1,535.30	
6169	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 51.17	
6169	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	\$ 130.00	
6170	TKE ENGINEERING INC	Bid Docs for Well 54 Discharge		10135
6170	TKE ENGINEERING INC	24" WATERLINE IN PEPPER AVE		1237
6170	TKE ENGINEERING INC	24" WATERLINE IN PEPPER AVE		207.5
6171	ARROWHEAD UNITED WAY	Gina Bertoline	\$ 5.00	
6171	ARROWHEAD UNITED WAY	Gina Bertoline	\$ 5.00	
6172	BRENTAG PACIFIC INC	Acetic Acid for FBR Plant	\$ 25,869.53	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 706.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 165.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 45.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 33.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 33.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 42.50	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 45.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 25.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D12014	\$ 20.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D12014	\$ 20.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21017/D21018	\$ 6.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21017/D21018	\$ 6.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21017	\$ 40.50	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21017/D21018	\$ 6.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21017/D21018	\$ 6.75	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 211.50	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 169.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	\$ 33.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6173	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6174	COMPUTERIZED EMBROIDERY COMPANY INC	SHOP SUPPLIES	\$ 258.60	
6175	DIAMOND ENVIRONMENTAL SERVICES LP	PORTABLE RESTROOM RENTAL-10272 S CEDAR	\$ 129.95	
6175	DIAMOND ENVIRONMENTAL SERVICES LP	PORTABLE RESTROOM RENTAL-18451 VINEYARD AVE	\$ 129.95	
6176	ENVIROGEN TECHNOLOGIES INC	FBR Carbon Replacement	\$ 69,978.78	
6177	HARRINGTON INDUSTRIAL PLASTICS	PRODUCTION SUPPLIES	\$ 193.05	
6177	HARRINGTON INDUSTRIAL PLASTICS	FBR SUPPLIES	\$ 181.40	
6178	HARTLEY, MARY JO	CSDA LEGISLATIVE DAYS-MEALS TRANSPORTATION	\$ 21.29	
6178	HARTLEY, MARY JO	CSDA LEGISLATIVE DAYS-MEALS TRANSPORTATION	\$ 128.22	
6179	HASA INC.	CHEMICALS-WELL#24	\$ 132.93	
6179	HASA INC.	CHEMICALS-WELL#4	\$ 436.78	
6179	HASA INC.	CHEMICALS-WELL#8	\$ 113.94	
6179	HASA INC.	CHEMICALS-WELL#24	\$ 147.23	
6179	HASA INC.	CHEMICALS-WELL#15	\$ 315.49	
6179	HASA INC.	CHEMICALS-WELL#33	\$ 185.82	
6179	HASA INC.	CHEMICALS-WELL#4	\$ 315.49	
6179	HASA INC.	CHEMICALS-WELL#1	\$ 262.91	
6179	HASA INC.	CHEMICALS-WELL#8	\$ 525.82	
6179	HASA INC.	CHEMICALS-WELL#33	\$ 296.83	
6179	HASA INC.	CHEMICALS-WELL#15	\$ 189.20	
6179	HASA INC.	CHEMICALS-WELL#8	\$ 458.29	
6179	HASA INC.	CHEMICALS-WELL#4	\$ 430.96	
6179	HASA INC.	CHEMICALS-WELL#24	\$ 126.13	
6179	HASA INC.	CHEMICALS-WELL#1	\$ 420.45	
6179	HASA INC.	CHEMICALS-WELL#42	\$ 735.78	
6179	HASA INC.	CHEMICALS-FBR	\$ 813.93	
6180	MAGNIFY PRODUCTIONS	West Valley Photography Headshots	\$ 2,250.00	
6180	MAGNIFY PRODUCTIONS	West Valley Photography Headshots	\$ 675.00	
6181	MANBAHAL, SHAMINDRA	COBRA AGREEMENT	\$ 15,066.63	
6182	MCMASTER-CARR SUPPLY COMPANY	IBC Tote mixer	\$ 3,171.77	
6182	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES	\$ 80.94	
6182	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 300.52	
6182	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 67.56	
6182	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 361.33	
6182	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 193.94	
6183	SAFETY COMPLIANCE COMPANY	FIELD SAFETY MEETING-4/26/22	\$ 225.00	
6184	SB VALLEY MUNICIPAL	BASELINE FEEDER-FEB 2022	\$ 2,200.00	
6184	SB VALLEY MUNICIPAL	BASELINE FEEDER-MAR 2022	\$ 2,200.00	
6184	SB VALLEY MUNICIPAL	BASELINE FEEDER-FEB 2022	\$ 26,794.07	
6184	SB VALLEY MUNICIPAL	BASELINE FEEDER-MAR 2022	\$ 26,794.07	

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<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6184	SB VALLEY MUNICIPAL	BASELINE FEEDER-FEB 2022	\$ 31,241.47	
6184	SB VALLEY MUNICIPAL	BASELINE FEEDER-MAR 2022	\$ 33,303.10	
6184	SB VALLEY MUNICIPAL	BASELINE FEEDER-FEB 2022	\$ 6,900.35	
6184	SB VALLEY MUNICIPAL	BASELINE FEEDER-MAR 2022	\$ 6,900.35	
6185	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.62	
6185	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.50	
6185	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.49	
6185	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 8.00	
6185	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.22	
6185	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.72	
6185	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.90	
6185	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 4.95	
6185	UNIFIRST CORPORATION	UNIFORMS-WATER TRTMT	\$ 5.87	
6185	UNIFIRST CORPORATION	UNIFORMS-WATER TRTMT	\$ 5.07	
6185	UNIFIRST CORPORATION	UNIFORMS-WATER TRTMT	\$ 5.05	
6185	UNIFIRST CORPORATION	UNIFORMS-WATER TRTMT	\$ 8.00	
6185	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 8.00	
6185	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.72	
6185	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.83	
6185	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.05	
6185	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.05	
6185	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.56	
6185	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.17	
6185	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 8.00	
6185	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.95	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.21	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 8.00	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.95	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.03	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.50	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.53	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.60	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.85	
6185	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6185	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.95	
6185	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.27	
6185	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 8.00	
6185	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.57	
6185	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.60	
6185	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.97	
6185	UNIFIRST CORPORATION	HQ JANITORIAL SERVICES	\$ 212.17	
6185	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.17	
6185	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 4.99	
6185	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 8.00	
6185	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 7.18	
6185	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 8.00	
6185	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 5.73	
81985	AMAZON.COM SALES INC	Maintenance Supplies	\$ 431.80	
81985	AMAZON.COM SALES INC	Shop Supplies	\$ 376.05	
81985	AMAZON.COM SALES INC	Office Supplies	\$ 100.56	
81985	AMAZON.COM SALES INC	Office Supplies	\$ 431.84	
81985	AMAZON.COM SALES INC	Office Supplies	\$ 26.99	

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
81985	AMAZON.COM SALES INC	Office Supplies	\$ 337.49	
81985	AMAZON.COM SALES INC	Office Supplies	\$ (113.94)	
81986	AQUA-METRIC SALES CO	Sensus Meters 02/10/22	\$ 1,076.81	
81986	AQUA-METRIC SALES CO	8" Water Meters	\$ 18,856.25	
81987	CARBIDE SAW & TOOL INC	Maint Supplies	\$ 280.00	
81988	CHAMBERLAYNEPR	January 2022 Services	\$ 7,500.00	
81988	CHAMBERLAYNEPR	February 2022 Services	\$ 7,500.00	
81988	CHAMBERLAYNEPR	March 2022 Services	\$ 13,200.00	
81989	CINTAS CORPORATION	Janitorial Services	\$ 114.65	
81989	CINTAS CORPORATION	Janitorial Services	\$ 114.65	
81989	CINTAS CORPORATION	Janitorial Services	\$ 181.10	
81990	CITY OF RIALTO	UUT April 2022	\$ 39,704.66	
81990	CITY OF RIALTO	UUT April 2022	\$ (179.81)	
81991	CONTROL TEMP INC	HVAC Annual Maintenance 04/26/22	\$ 758.19	
81992	CORE & MAIN LP	Shop Supplies	\$ 395.19	
81993	DIGITAL IMAGE SOLUTIONS, LLC	Copier Maint	\$ 348.24	
81993	DIGITAL IMAGE SOLUTIONS, LLC	Copier Maint	\$ 837.05	
81994	FAST SERVICE	CUSTOMER SERVICES-APRIL 2022	\$ 192.00	
81995	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 736.49	
81995	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 143.58	
81995	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 368.81	
81995	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 518.75	
81995	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 2,061.69	
81995	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 601.05	
81996	GARDA CL WEST INC	Armored Transportation Services	\$ 320.11	
81997	GUILLIAM, JEFFREY M	D2 Certification Renewal for Jeff	\$ 60.00	
81998	INLAND EMPIRE UTILITIES AGENCY	Water- March 2022	\$ 23,570.24	
81999	LENNAR HOMES OF CALIFORNIA	Tract 19960- Dep Refunds CONT, MB, VB	\$ 91,350.00	
81999	LENNAR HOMES OF CALIFORNIA	Tract 20250 Dep Refunds CONT, MB, VB	\$ 29,000.00	
81999	LENNAR HOMES OF CALIFORNIA	Tract 19960- Dep Refunds CONT, MB, VB	\$ 8,160.00	
81999	LENNAR HOMES OF CALIFORNIA	Tract 20250 Dep Refunds CONT, MB, VB	\$ 1,680.00	
81999	LENNAR HOMES OF CALIFORNIA	Tract 19960- Dep Refunds CONT, MB, VB	\$ 102,459.30	
81999	LENNAR HOMES OF CALIFORNIA	Tract 20250 Dep Refunds CONT, MB, VB	\$ 30,674.30	
82000	LOWES	Maint Supplies	\$ 371.58	
82001	METROPOLITAN WATER DISTRICT OF SO CALIFORNIA	MWD Easement Application		500
82002	MIKE ROQUET CONSTRUCTION, INC.	Blanket Po For Street Paving	\$ 1,546.88	
82003	NETWORK	Network Fleet Service 04/18/22	\$ 13,125.90	
82004	PACK N MAIL	CUSTOMER SERVICES-APRIL 2022	\$ 179.00	
82005	PG MECHANICAL	Urgent repairs to Backhoe New Holland	\$ 962.00	
82006	QUADIENT FINANCE USA INC	Postage Meter	\$ 500.00	
82007	RIALTO WATER SERVICES	HQ Water	\$ 122.27	
82008	SCOTT EQUIPMENT INC.	Equipment Maint	\$ 365.62	
82009	SHAW HR CONSULTING, INC.	HR Legal Services	\$ 1,595.00	
82009	SHAW HR CONSULTING, INC.	HR Legal Services	\$ 2,505.00	
82010	SOURCE GRAPHICS	Inkjet Bond- Eng Supplies	\$ 145.77	
82011	STATE WATER RESOURCES CONTROL BOARD	D4 Certification for Jesse Becerra	\$ 105.00	
82012	TYLER TECHNOLOGIES INC	INSITE TRANSACTION FEES-1/1/22-3/31/22	\$ 32,188.95	
82013	ULINE	Shop Supplies	\$ 470.49	
82014	YO FIRE	Maint Supplies	\$ 301.70	
82015	TACO BELL	CUSTOMER REFUND	\$ 81.43	
82016	HERNANDEZ, MARIA	CUSTOMER REFUND	\$ 58.71	
82017	ROMERO, TRINIDAD	CUSTOMER REFUND	\$ 51.67	
82018	CARR, TAHARA	CUSTOMER REFUND	\$ 20.61	
82019	CULLA, SONIA	CUSTOMER REFUND	\$ 10.94	

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82020	ROMERO, JUANITA/OSCAR	CUSTOMER REFUND	\$ 15.95	
82021	HURTADO, ELSA	CUSTOMER REFUND	\$ 14.08	
82022	LENNAR COMMUNITIES	CUSTOMER REFUND	\$ 16.28	
82023	LENNAR COMMUNITIES	CUSTOMER REFUND	\$ 0.04	
82024	RICHMOND AMERICAN HOMES	CUSTOMER REFUND	\$ 12.02	
82025	D.R. HORTON	CUSTOMER REFUND	\$ 17.08	
82026	D.R. HORTON	CUSTOMER REFUND	\$ 2.17	
82027	ALLIANCE 2020 INC	HR Services	\$ 189.00	
82028	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 198.29	
82028	AMAZON.COM SALES INC	Office Supplies	\$ 250.55	
82029	AQUA-METRIC SALES CO	AMR Flexnet support	\$ 2,510.00	
82030	AT&T	FIRE SVC-ROEMER	\$ 139.92	
82031	BURRTEC WASTE INDUSTRIES INC	DISPOSAL FEES-ROEMER	\$ 262.86	
82031	BURRTEC WASTE INDUSTRIES INC	DISPOSAL FEES-HQ	\$ 911.94	
82032	CALIFORNIA SOCIETY OF MUNI FINANCE OFFICER	IE CHAPTER MEETING-GUSTAVO GUTIERREZ	\$ 35.00	
82032	CALIFORNIA SOCIETY OF MUNI FINANCE OFFICER	TRAINING-JOSE VELASQUEZ	\$ 35.00	
82033	CANNE, IVAN S	MEALS MAINT DEPT-EMERGENCY OT 5/10/22	\$ 65.94	
82034	CHARLES R BONN	Turf Replacement Rebate	\$ 1,292.05	
82035	CHARTER COMMUNICATIONS	Cable TV/Telephone	\$ 276.04	
82035	CHARTER COMMUNICATIONS	Telephone	\$ 2,079.15	
82035	CHARTER COMMUNICATIONS	Cable TV/Telephone	\$ 109.92	
82036	CINTAS CORPORATION	Janitorial Services	\$ 181.10	
82037	CITY OF SAN BERNARDINO	Lytle Creek Water-April 2022	\$ 22,516.94	
82038	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE-4/5/22-5/4/22	\$ 498.55	
82038	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE-4/3/22-5/2/22	\$ 374.90	
82038	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE-4/4/22-5/3/22	\$ 264.44	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 146.67	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 394.28	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 425.89	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 444.81	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 594.31	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 157.27	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 151.93	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 143.18	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 302.84	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 307.26	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 312.28	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 321.18	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 120.51	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 130.87	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 139.79	
82039	FERGUSON ENTERPRISES INC # 677	Repair Clamps 03/08/22	\$ 166.58	
82040	GRAINGER INC	multi gas detector	\$ 1,596.71	
82040	GRAINGER INC	Shop Supplies	\$ 371.41	
82040	GRAINGER INC	Shop Supplies	\$ 405.89	
82040	GRAINGER INC	Shop Supplies	\$ 264.83	
82040	GRAINGER INC	Roemer Supplies	\$ 250.73	
82040	GRAINGER INC	Shop Supplies	\$ 146.67	
82040	GRAINGER INC	Shop Supplies	\$ 54.63	
82040	GRAINGER INC	Shop Supplies	\$ 173.83	
82040	GRAINGER INC	Shop Supplies-Credit	\$ (52.30)	
82040	GRAINGER INC	Shop Supplies	\$ 82.92	
82041	HARMSCO INC	Filter cartridges for wells	\$ 8,182.04	
82041	HARMSCO INC	Filter cartridges for wells	\$ 8,182.04	



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82042	INLAND DESERT SECURITY	Answering Service-April 2022	\$ 610.70	
82043	JOHNSON'S HARDWARE INC	Production Supplies	\$ 13.30	
82043	JOHNSON'S HARDWARE INC	Production Supplies	\$ 129.29	
82043	JOHNSON'S HARDWARE INC	Maintenance Supplies	\$ 67.85	
82044	MESA, MAISHA	Special Events Committee-Meals	\$ 161.37	
82045	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES FOR THE DESIGN OF ZONE 7-2 PU		11101.51
82045	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES FOR THE DESIGN OF ZONE 7-2 PU		11008.99
82046	MIKE ROQUET CONSTRUCTION, INC.	STREET PAVING SERVICES	\$ 7,885.42	
82046	MIKE ROQUET CONSTRUCTION, INC.	STREET PAVING SERVICES	\$ 9,812.60	
82046	MIKE ROQUET CONSTRUCTION, INC.	STREET PAVING SERVICES	\$ 8,956.60	
82047	QUADIENT FINANCE USA INC	Postage Meter Rental	\$ 712.65	
82048	ROBERT W KASCH	18x24 Hour sign	\$ 53.88	
82049	ROYAL INDUSTRIAL SOLUTIONS	Shop Supplies	\$ 495.39	
82050	SO CALIFORNIA EDISON	Electricity-Roemer	\$ 32,719.09	
82051	SOUTH COAST AQMD	Permit Fees	\$ 143.88	
82051	SOUTH COAST AQMD	Permit Fees	\$ 143.88	
82052	THE GAS COMPANY	GAS BILL-ROEMER 04/06/22-05/05/22	\$ 23.24	
82053	UNDERGROUND SERVICE ALERT	USA Ticket Fees	\$ 557.80	
82053	UNDERGROUND SERVICE ALERT	USA Ticket Fees	\$ 166.91	
82054	UNITED STATES POSTAL SERVICE	Replenish Postage Meter-52900	\$ 500.00	
82055	VAN JEW	ACWA & Legislative Visits	\$ 1,514.37	
82056	VERIZON CONNECT NWF INC	Contracts/Licenses-April 2022	\$ 679.98	
82057	VERIZON WIRELESS PHONES	Cell Phones/Ipads/Equipment	\$ 4,871.40	
82057	VERIZON WIRELESS PHONES	Cell Phones/Ipads/Equipment	\$ 387.09	
82057	VERIZON WIRELESS PHONES	Cell Phones/Ipads/Equipment	\$ 1,315.04	
82058	LUIS, RAMIREZ,	CUSTOMER REFUND	\$ 118.77	
82059	ESTELLE, KRISTINE RENEE	CUSTOMER REFUND	\$ 38.33	
82060	Acevedo, Sandra	CUSTOMER REFUND	\$ 113.95	
82061	Coloma, Salvador	CUSTOMER REFUND	\$ 46.82	
82062	MCCRAY, ANGELA	CUSTOMER REFUND	\$ 23.87	
82063	LENNAR COMMUNITIES	CUSTOMER REFUND	\$ 17.01	
82064	4IMPRINT, INC	Purchase Flower pots and tote bags for Earth Day	\$ (107.95)	
82064	4IMPRINT, INC	Purchase Flower pots and tote bags for Earth Day	\$ (362.50)	
82064	4IMPRINT, INC	Purchase Flower pots and tote bags for Earth Day	\$ 55.00	
82064	4IMPRINT, INC	Purchase Flower pots and tote bags for Earth Day	\$ 3,971.52	
82064	4IMPRINT, INC	Purchase Flower pots and tote bags for Earth Day	\$ 1,356.38	
82064	4IMPRINT, INC	Purchase Flower pots and tote bags for Earth Day	\$ 50.00	
82065	ALVARADO, RAFAEL	Check #75098, issued 03/22/19, Amount \$26.58	\$ 26.58	
82066	AMAZON.COM SALES INC	SHOP SUPPLIES	\$ 471.73	
82066	AMAZON.COM SALES INC	PUBLIC AFFAIRS SUPPLIES	\$ 79.95	
82067	ANGEL GABRIEL GALICIA	Check #79107, issued 12/10/20, Amount \$41.79	\$ 41.79	
82068	AT&T	TELEMETRY LINE-05/07/22-06/06/22	\$ 68.96	
82069	AT&T INTERNET	INTERNET-05/07/22-06/06/22	\$ 90.95	
82070	BECERRA, DIANA	Check #76176, issued 08/22/19, Amount \$25.07	\$ 25.07	
82071	Brianna & Jacky Ackley	Check #80295, issued 07/15/21, Amount \$18.81	\$ 18.81	
82072	CARAZA, XAVIER & VALERIE	Check #77105, issued 02/04/20, Amount \$48.97	\$ 48.97	
82073	CINTAS CORPORATION	JANIT SVCS-HQ	\$ 181.10	
82074	CISNEROS, THERESA M.	Check #78823, issued 10/15/20, Amount \$20.31	\$ 20.31	
82075	COLLINS, VENICE	Check #76092, issued 08/09/19, Amount \$38.11	\$ 38.11	
82076	COLTON PUBLIC UTILITIES	WELL 18A ELECTRIC-03/24/22-04/25/22	\$ 376.90	
82077	CORONADO, ROSAURA	Check #77061, issued 02/04/20, Amount \$26.51	\$ 26.51	
82078	CUEVAS, ERIKA	Check #78667, issued 09/24/20, Amount \$30.86	\$ 30.86	
82079	ESPINOSA, ELAINE	Check #80291, issued 07/15/21, Amount \$60.21	\$ 60.21	
82080	GARCIA, APRYL T.	Check #76739, issued 12/05/19, Amount \$55.39	\$ 55.39	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
MAY 2022

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
82081	GARDA CL WEST INC	ARMORED TRANSPORTATION SVCS-MAY 2022	\$ 320.11	
82082	GONZALEZ, MICHAEL	Check #76803, issued 12/09/19, Amount \$29.98	\$ 29.98	
82083	GRAINGER INC	SHOP SUPPLIES	\$ 158.12	
82084	GUZMAN, PAULA	Check #75115, issued 03/22/19, Amount \$32.67	\$ 32.67	
82085	HAAKER EQUIPMENT COMPANY	Streetsweepe maintenance	\$ 704.80	
82086	HERNANDEZ, RAMONA	Check #76361, issued 09/19/19, Amount \$27.67	\$ 27.67	
82087	HUMPHRY, SYDNEY & BARROS, JOSEPH	Check #75736, issued 06/14/19, Amount \$49.95	\$ 49.95	
82088	ILDEFONSO GARCIA	Check #79060, issued 11/24/20, Amount \$44.18	\$ 44.18	
82089	INLAND DESERT SECURITY	ANSWERING SERVICE-MAY 2022	\$ 630.65	
82090	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 89.36	
82091	LACRUE, MARIE	Check #77684, issued 04/22/20, Amount \$38.19	\$ 38.19	
82092	LEDESMA, ABIGAIL	Check #75241, issued 04/04/19, Amount \$39.25	\$ 39.25	
82093	Luis G. Alvarado	Check #79961, issued 05/13/21, Amount \$33.03	\$ 33.03	
82094	LYNN TRUCKING INC	Check #80103, issued 06/10/21, Amount \$443.51	\$ 443.51	
82095	MANDUJANO, JANETTE	Check #80897, issued 10/28/21, Amount 22.02	\$ 22.02	
82096	MARTINSON, RON	Check #76200, issued 08/22/19, Amount \$50.93	\$ 50.93	
82097	MIKE ROQUET CONSTRUCTION, INC.	Street Paving Svcs	\$ 11,204.80	
82098	MONDRAGON, ROSARIO	Check #75250, issued 04/04/19, Amount \$61.73	\$ 61.73	
82099	MORALES, EDWARD	Check #77554, issued 04/02/20, Amount \$22.78	\$ 22.78	
82100	NELSON, KAMBREE	Check #77081, issued 02/04/20, Amount \$34.09	\$ 34.09	
82101	NEW FORTUNE VC, LLC	Check #80433, issued 08/04/21, Amount 51.70	\$ 51.70	
82102	OLIVERA, MARGARITA	Check #76203, issued 08/22/19, Amount \$49.09	\$ 49.09	
82103	ORTIZ ROJAS, SALOMON	Check #79105, issued 12/10/20, Amount \$30.11	\$ 30.11	
82104	OSTEEN, KENNETH	Check #78002, issued 06/05/20, Amount \$29.76	\$ 29.76	
82105	PADILLA, RODOLFO/ HAYDEE	Check #75641, issued 05/31/19, Amount \$35.49	\$ 35.49	
82106	PHELPS, AMBER / MICHAEL	Check #75887, issued 07/02/19, Amount \$73.06	\$ 73.06	
82107	RAMIREZ, NICOLE M.	Check #76823, issued 12/09/19, Amount \$26.66	\$ 26.66	
82108	RDFN VENTURES INC	Check #77129, issued 02/04/20, Amount \$66.51	\$ 66.51	
82109	RIALTO WATER SERVICES	WELL#16 WATER SVC-03/23/22-04/27/22	\$ 30.42	
82110	RICO, ARTURO JR	Check #77535, issued 04/02/20, Amount \$94.68	\$ 94.68	
82111	RIVERSIDE COUNTY TREASURER-TAX COLLECTOR	2021-175210033 ASSESSMENT NUMBER	\$ 38.10	
82111	RIVERSIDE COUNTY TREASURER-TAX COLLECTOR	2021-175210033 ASSESSMENT NUMBER	\$ 0.04	
82112	ROYAL CARNIVAL LLC	Check #77546, issued 04/02/20, Amount \$86.01	\$ 86.01	
82113	SANTIAGO, DOLORES	Check #79111, issued 12/10/20, Amount \$21.40	\$ 21.40	
82114	SCHOLLENBERGER, ALYSSA	Check #78884, issued 10/22/20, Amount \$33.31	\$ 33.31	
82115	SHADY TRAILS COMMUNITY ASSOC.	Check #75256, issued 04/04/19, Amount \$133.42	\$ 133.42	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 13,189.72	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 60,512.61	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 125,206.00	
82116	SO CALIFORNIA EDISON	SOUTH END SHOP-04/08/22-05/09/22	\$ 110.29	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 8,176.02	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 17,218.28	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 1,618.78	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 3,091.21	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 227.85	
82116	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 3,316.55	
82117	SOSA, RONY	Check #78149, issued 06/30/20, Amount \$93.34	\$ 93.34	
82118	THE COMMUNITY BUILDING GROUP	Check #77527, issued 04/02/20, Amount \$76.00	\$ 76.00	
82119	THE GAS COMPANY	HQ GAS BILL	\$ 28.87	
82121	TRES ES INC	MARCH & APRIL 2022 CONSULTING SVCS	\$ 15,000.00	
82122	ADRIAN RODRIGUEZ	SAFETY LUNCHEON CATERING	\$ 1,125.00	
82123	AIRGAS USA LLC	PRODUCTION SUPPLIES	\$ 54.78	
82123	AIRGAS USA LLC	PRODUCTION SUPPLIES	\$ 55.68	
82123	AIRGAS USA LLC	METERS SUPPLIES	\$ 71.31	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
82124	ALL PRO ENTERPRISES INC.	Monthly Janitorial Services FY 21-22	\$ 350.00	
82124	ALL PRO ENTERPRISES INC.	Monthly Janitorial Services FY 21-22	\$ 3,591.92	
82124	ALL PRO ENTERPRISES INC.	Monthly Janitorial Services FY 21-22	\$ 1,105.21	
82124	ALL PRO ENTERPRISES INC.	JANITORIAL SERVICES	\$ 400.00	
82125	AMAZON	OFFICE SUPPLIES	\$ 95.46	
82125	AMAZON	LATE FEE	\$ 1.91	
82125	AMAZON	LATE FEE	\$ 1.91	
82125	AMAZON	LATE FEE	\$ 1.91	
82126	AMAZON.COM SALES INC	SHOP SUPPLIES	\$ 130.98	
82126	AMAZON.COM SALES INC	SHOP SUPPLIES	\$ 450.81	
82127	AUTOMATED GATE SERVICES INC	ROEMER GATE MAINTENANCE	\$ 217.50	
82127	AUTOMATED GATE SERVICES INC	DISTRICT GATE MAINTENANCE	\$ 250.00	
82128	BARRAGAN CARRILLO, YOLANDA	Reissue Ck #77691, Issued 4/22/2020, Amount \$45.42	\$ 45.42	
82129	BAVCO	WATER QLTY SUPPLIES	\$ 223.48	
82130	BLAINE TECH SERVICES INC	Sampling Services	\$ 1,260.00	
82131	CINTAS CORPORATION	HQ JANITORIAL SERVICES	\$ 181.10	
82132	CITY OF SAN BERNARDINO	BLF WATER-04/11/22-05/10/22	\$ 43.51	
82133	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 786.67	
82133	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 263.77	
82133	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 786.56	
82133	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 263.71	
82134	CP CONSTRUCTION CO INC	RETENTION W22030	\$ (3,453.55)	
82134	CP CONSTRUCTION CO INC	Riverside Ave North St Recons. Project Phase 1-A		62907.5
82134	CP CONSTRUCTION CO INC	Riverside Ave North St Recons. Project Phase 1-A		6163.59
82135	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINT 4/14/22-5/13/22	\$ 5.80	
82136	GHD INC	Professional Engineering Services Roemer Expansion		51861.31
82137	GRAINGER INC	PRODUCTION SUPPLIES	\$ 10.43	
82137	GRAINGER INC	FBR SUPPLIES	\$ 477.83	
82137	GRAINGER INC	FBR SUPPLIES	\$ 420.48	
82137	GRAINGER INC	ROEMER SUPPLIES	\$ 51.93	
82137	GRAINGER INC	ROEMER SUPPLIES	\$ 157.33	
82138	HOME DEPOT	PRODUCTION SUPPLIES	\$ 132.41	
82138	HOME DEPOT	FBR SUPPLIES	\$ 303.30	
82139	I.U.O.E., LOCAL UNION NO. 12	I.U.O.E LOCAL 12 UNION DUES	\$ 369.25	
82139	I.U.O.E., LOCAL UNION NO. 12	I.U.O.E LOCAL 12 UNION DUES	\$ 39.25	
82139	I.U.O.E., LOCAL UNION NO. 12	I.U.O.E LOCAL 12 UNION DUES	\$ 330.00	
82140	INLAND WATER WORKS SUPPLY CO	MAINTENANCE SUPPLIES	\$ 5.44	
82141	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 85.63	
82141	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 81.85	
82141	JOHNSON'S HARDWARE INC	FBR SUPPLIES	\$ 121.55	
82141	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 50.98	
82142	LEGAL SHIELD	LEGALSHIELD	\$ 243.19	
82142	LEGAL SHIELD	LEGALSHIELD	\$ 243.16	
82143	LOWES	FBR SUPPLIES	\$ 369.69	
82144	LUCIEN PARTNERS	LEGAL SERVICES	\$ 9,648.40	
82145	MINCHEZ, JOSE	MOTHERS DAY CELEBRATION SUPPLIES FOR DISTRICT	\$ 156.94	
82146	NED'S OIL SALES INC	PRODUCTION SUPPLIES	\$ 14.42	
82146	NED'S OIL SALES INC	PRODUCTION SUPPLIES	\$ 3.77	
82147	NEO GOV	SOFTWARE MAINTENANCE	\$ 7,287.20	
82148	NGUYEN, DONNY H	Reissue Ck #77082, Issued 2/4/2020, Amount \$52.16	\$ 52.16	
82149	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	\$ 138.50	
82150	PG MECHANICAL	Repairs/PM to New Holland Backhoe	\$ 670.00	
82151	RACHAL, MICHELLE B.	Reissue Ck #77500, Issued 4/3/2020, Amount \$83.00	\$ 83.00	
82152	RIALTO RECORD	Publication Escheat Process 2022	\$ 1,824.00	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
82153	ROYAL INDUSTRIAL SOLUTIONS	SHOP SUPPLIES	\$ 259.95	
82154	RUIZ, MARTIN/JOSEPHINE	Reissue Ck #74937, Issued 2/21/2019, Amount \$79.60	\$ 79.60	
82155	SCOTT EQUIPMENT INC.	Parts for New Holland backhoe	\$ 1,619.99	
82156	SO CAL LOCKSMITH	Replace Closers on Bathroom Doors	\$ 1,646.72	
82157	SO CALIFORNIA EDISON	WELL#17-04/12/22-05/11/22	\$ 3,374.42	
82157	SO CALIFORNIA EDISON	WELL#6 - 04/12/22-05/11/22	\$ 16,291.82	
82157	SO CALIFORNIA EDISON	WELL#11X - 04/13/22-05/12/22	\$ 42.68	
82158	STATE OF CALIFORNIA FRANCHISE TAX	GARNISHMENT	\$ 344.57	
82158	STATE OF CALIFORNIA FRANCHISE TAX	GARNISHMENT	\$ 344.57	
82159	STATE WATER RESOURCES CONTROL BOARD	LORD RANCH BASIN-FEES	\$ 1,182.64	
82159	STATE WATER RESOURCES CONTROL BOARD	OLIVERP ROEMER FEES	\$ 1,182.64	
82160	TESCO CONTROLS INC	T&M Services	\$ 775.00	
82161	THE STANDARD	AD&D	\$ 44.10	
82161	THE STANDARD	DEPENDENT LIFE	\$ 8.61	
82161	THE STANDARD	LIFE INSURANCE	\$ 325.50	
82161	THE STANDARD	LONG TERM DISABILITY	\$ 28.03	
82161	THE STANDARD	AD&D	\$ 324.27	
82161	THE STANDARD	DEPENDENT LIFE	\$ 95.94	
82161	THE STANDARD	LIFE INSURANCE	\$ 2,391.22	
82161	THE STANDARD	LONG TERM DISABILITY	\$ 2,243.66	
82161	THE STANDARD	EMPLOYEE AFTER-TAX	\$ 610.14	
82161	THE STANDARD	EMPLOYEE AFTER-TAX	\$ 610.07	
82161	THE STANDARD	EE ADJUSTMENTS - MAY 2022	\$ 73.83	
82162	WHITE CAP CONSTRUCTION SUPPLY	Tools for maintenance department	\$ 907.10	
82162	WHITE CAP CONSTRUCTION SUPPLY	Tools for Maintenance Department	\$ 702.47	
82162	WHITE CAP CONSTRUCTION SUPPLY	Tools for Maintenance Department	\$ 502.28	
82163	YO FIRE	MAINTENANCE SUPPLIES	\$ 413.76	
82164	ZELAYANDIA, JONATHAN	Reissue Ck #74678, Issued 1/17/2019, Amount \$26.44	\$ 26.44	
82165	DEAN, FOX, DARREN	CUSTOMER REFUND	\$ 144.61	
82166	IOV 2353 CACTUS LLC	CUSTOMER REFUND	\$ 0.40	
82167	FUGATE, DAVID	CUSTOMER REFUND	\$ 35.43	
82168	INC., OPENDOOR LABS	CUSTOMER REFUND	\$ 59.55	
82169	KUNICK, YULONDIA	CUSTOMER REFUND	\$ 51.49	
82170	HAND, JESSICA	CUSTOMER REFUND	\$ 10.11	
82171	MIRANDA, GUSTAVO	CUSTOMER REFUND	\$ 13.18	
82172	COLEMAN, ASHLEY	CUSTOMER REFUND	\$ 131.66	
82173	HOLANI, MATILETI	CUSTOMER REFUND	\$ 8.52	
82174	GIBSON, WRIGHT REAL PROPERTY MANAGEMENT,	CUSTOMER REFUND	\$ 51.43	
82175	CHAO, LODDY	CUSTOMER REFUND	\$ 71.85	
82176	MACHEFERT, CELINE	CUSTOMER REFUND	\$ 70.97	
82177	RICHMOND AMERICAN HOMES	CUSTOMER REFUND	\$ 63.53	
82178	INC., OPENDOOR LABS	CUSTOMER REFUND	\$ 53.60	
82179	Aguilera, Ana & Luis	CUSTOMER REFUND	\$ 49.00	
82180	GOMEZ, JORGE & ROCIO	CUSTOMER REFUND	\$ 5.80	
82181	SIMPSON SAND BLASTING	CUSTOMER REFUND	\$ 1,676.06	
82182	VANCE CORPORATION	CUSTOMER REFUND	\$ 1,186.63	
82183	SCOR INDUSTRIES	CUSTOMER REFUND	\$ 1,586.68	
DFT0002363	US BANK-CAL CARD (AL)	EXCEL TRAINING-JESSE BECERRA	\$ 99.00	
DFT0002363	US BANK-CAL CARD (AL)	TRAINING-IVAN CANNE	\$ 299.99	
DFT0002363	US BANK-CAL CARD (AL)	TRAINING-TESSA NAVARRRO	\$ 120.00	
DFT0002363	US BANK-CAL CARD (AL)	TRAINING-JESSICA CAMACHO	\$ 120.00	
DFT0002363	US BANK-CAL CARD (AL)	TRAINING-CYNTHIA RIQUELME	\$ 89.95	
DFT0002363	US BANK-CAL CARD (AL)	TRAINING-BILGA LOPEZ	\$ 450.00	
DFT0002363	US BANK-CAL CARD (AL)	OFFICE SUPPLIES-COSTCO	\$ 257.32	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
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<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
DFT0002363	US BANK-CAL CARD (AL)	PERMITS-WESTERN MUNICIPAL WATER DIST	\$ 900.00	
DFT0002363	US BANK-CAL CARD (AL)	VEHICLES REP/MAINT- WASHED	\$ 281.95	
DFT0002363	US BANK-CAL CARD (AL)	MEMBERSHIP-AGA GUSTAVO GUTIERREZ	\$ 64.16	
DFT0002363	US BANK-CAL CARD (AL)	TRAINING-MARCO BRAVO	\$ 1,425.00	
DFT0002363	US BANK-CAL CARD (AL)	TRAINING-RENE GABALDON	\$ 1,900.00	
DFT0002363	US BANK-CAL CARD (AL)	AMAZON PRIME MEMBERSHIP	\$ 537.67	
DFT0002363	US BANK-CAL CARD (AL)	TRAINING-NASEEM FAROOQI	\$ 895.00	
DFT0002363	US BANK-CAL CARD (AL)	MEMBERSHIP-MARY JO HARTLEY	\$ 200.00	
DFT0002363	US BANK-CAL CARD (AL)	GOV SOCIAL MEDIA CONF LODGING-SOCORRO	\$ 716.40	
DFT0002363	US BANK-CAL CARD (AL)	GOV SOCIAL MEDIA CONF LODGING-MARY JO HARTLEY	\$ 716.40	
DFT0002363	US BANK-CAL CARD (AL)	DALLAS AIRFARE-NASEEM FAROOQI	\$ 799.20	
DFT0002363	US BANK-CAL CARD (AL)	PRINTING-THE WONDERFUL WORLD OF WATER	\$ 3,899.47	
DFT0002364	US BANK-CAL CARD (RICKEY)	CONFERENCE REGISTRATION-ACWA-RICKEY	\$ 775.00	
DFT0002364	US BANK-CAL CARD (RICKEY)	CONFERENCE REGISTRATION-TYLER CONNECT-RICKEY	\$ 1,349.00	
DFT0002364	US BANK-CAL CARD (RICKEY)	MEMBERSHIP-INSTACART	\$ 12.77	
DFT0002364	US BANK-CAL CARD (RICKEY)	LUNCH MEETINGS- EXECUTIVE STAFF & DIRECTORS	\$ 757.88	
DFT0002364	US BANK-CAL CARD (RICKEY)	BOARD MEETING MEALS	\$ 920.93	
DFT0002364	US BANK-CAL CARD (RICKEY)	ACWA CONFERENCE-LODGING/MEALS-RICKEY	\$ 1,394.43	
DFT0002364	US BANK-CAL CARD (RICKEY)	EIG CONSTANT CONTACT EXT AFFAIRS OUTREACH	\$ 225.00	
DFT0002365	US BANK-CAL CARD (VAN)	BUSINESS MEETING LUNCH	\$ 61.31	
DFT0002366	US BANK-CAL CARD (YOLANDA)	LODGING DEP FOR TRAINING-LA MIRAGE LV-YOLANDA	\$ 168.94	
DFT0002366	US BANK-CAL CARD (YOLANDA)	WELLNESS PROGRAM	\$ 121.25	
DFT0002367	US BANK-CALCARD (HAYDEE)	LIEBERT CASSIDY TRAINING REGISTRATION-HAYDEE	\$ 550.00	
DFT0002367	US BANK-CALCARD (HAYDEE)	HR MEMBERSHIP ACCESS PERKS	\$ 125.00	
DFT0002367	US BANK-CALCARD (HAYDEE)	LIEBERT CASSIDY LODGING DEPOSIT MIRAGE LV-HAYDEE	\$ 180.27	
DFT0002368	US BANK-CALCARD (JON)	CONTRACTS/LICENSES-SRFAX	\$ 14.56	
DFT0002368	US BANK-CALCARD (JON)	COMPUTER SUPPLIES	\$ 82.56	
DFT0002368	US BANK-CALCARD (JON)	CONTRACTS/LICENSES-GO DADDY ANNUAL HOSTING	\$ 283.75	
DFT0002368	US BANK-CALCARD (JON)	CONTRACTS/LICENSES-ZOOM	\$ 530.39	
DFT0002368	US BANK-CALCARD (JON)	CONTRACTS/LICENSES-AMAZON WEB	\$ 1,198.09	
			<b>SUBTOTALS</b>	<b>\$ 1,623,688.17</b>
			<b>GRAND TOTAL</b>	<b>\$ 1,778,810.57</b>

**WEST VALLEY WATER DISTRICT  
PAYROLL GROSS WAGES  
FISCAL YEAR 2021 - 2022**

<b>Report Month</b>	<b>Description</b>	<b>From</b>	<b>To</b>	<b>Gross Wages Paid</b>
July 2021	Pay Period #13	06/11/21	06/25/21	269,046.46
July 2021	Monthly Pay Period #7	06/01/21	06/30/21	6,961.39
July 2021	Manual Check	06/26/21	06/28/21	8,291.28
July 2021	Pay Period #14	06/25/21	07/09/21	258,949.72
July 2021	Pay Period #15	07/09/21	07/23/21	272,029.81
	Total for July 2021			<u>815,278.66</u>
August 2021	Monthly Pay Period #8	07/01/21	07/31/21	7,640.55
August 2021	Pay Period #16	07/23/21	08/06/21	261,100.42
August 2021	Pay Period #17	08/06/21	08/20/21	273,961.88
	Total for August 2021			<u>542,677.04</u>
September 2021	Monthly Pay Period #9	08/01/21	08/30/21	6,935.94
September 2021	Pay Period #18	08/20/21	09/03/21	271,715.40
September 2021	Pay Period #19	09/03/21	09/17/21	314,831.83
	Total for September 2021			<u>593,483.17</u>
October 2021	Monthly Pay Period #10	09/01/21	09/30/21	6,596.36
October 2021	Pay Period #20	09/17/21	10/01/21	272,577.37
October 2021	Pay Period #23 Direct Deposits	10/01/21	10/15/21	280,962.78
	Total for October 2021			<u>560,136.51</u>
November 2021	Monthly Pay Period #11	10/01/21	10/31/21	6,337.81
November 2021	Pay Period #22	10/15/21	10/30/21	289,417.84
November 2021	Pay Period #23	10/30/21	11/12/21	363,550.44
	Total for November 2021			<u>659,306.09</u>
December 2021	Monthly Pay Period #12	11/01/21	11/30/21	6,177.27
December 2021	Pay Period #24	11/12/21	11/26/21	287,286.94
December 2021	Pay Period #25	11/26/21	12/10/21	286,446.32
December 2021	Pay Period #26	12/10/21	12/24/21	297,613.41
	Total for December 2021			<u>877,523.94</u>
January 2022	Monthly Pay Period #1	12/01/21	12/31/21	4,866.94
January 2022	Pay Period #1	12/24/21	01/07/22	296,634.92
January 2022	Pay Period #2	01/07/22	01/21/22	313,535.84
	Total for January 2022			<u>615,037.70</u>
February 2022	Monthly Pay Period #2	01/01/22	01/31/22	5,802.89
February 2022	Pay Period #3	01/21/22	02/04/22	311,608.29
February 2022	Pay Period #4	02/04/22	02/18/22	303,821.81
	Total for February 2022			<u>621,232.99</u>
March 2022	Monthly Pay Period #3	02/01/22	02/28/22	7,487.60
March 2022	Manual Check	03/01/22	03/01/22	219.45
March 2022	Pay Period #5	02/18/22	03/04/22	318,340.69
March 2022	Pay Period #6	03/04/22	03/18/22	318,690.97
	Total for March 2022			<u>644,738.71</u>
April 2022	Monthly Pay Period #4	03/01/22	03/31/22	8,797.93
April 2022	Pay Period #7	03/18/22	04/01/22	303,682.40
April 2022	Pay Period #8	04/01/22	04/15/22	295,431.92
April 2022	Manual Check	04/02/22	04/22/22	14,466.61
	Total for April 2022			<u>622,378.86</u>
May 2022	Monthly Pay Period #5	04/01/22	04/30/22	8,797.93
May 2022	Pay Period #9	04/15/22	04/29/22	294,141.90
May 2022	Manual Check	04/15/22	04/29/22	4,022.23
May 2022	Pay Period #10	04/29/22	05/13/22	292,773.62
	Total for May 2022			<u>599,735.68</u>

**WEST VALLEY WATER DISTRICT  
EFT AND PAYROLL ITEMS  
MAY 2021**

Date	Item	Check No. or EFT	Amount
05/05/22	Monthly Pay Period #5	none	
05/05/22	Pay Period#09	8857	178.12
05/12/22	Manual Check	8858	2,769.94
05/19/22	Pay Period #10	8859	178.12
	<b>Total Checks</b>		<b><u>3,126.18</u></b>
05/05/22	Monthly Pay Period #5 Direct Deposits	EFT	7,635.08
05/12/22	Federal Tax, Social Security & Medicare	EFT	1,829.64
05/12/22	State Tax Withheld and State Disability Insurance	EFT	95.49
05/12/22	Pay Period #09 Direct Deposits		196,748.44
05/05/22	Federal Tax Withheld Social Security & Medicare	EFT	75,058.64
05/05/22	State Tax Withheld and State Disability Insurance	EFT	15,238.53
05/05/22	Lincoln Deferred Compensation Withheld	EFT	15,377.78
05/05/22	Lincoln - Employer Match Benefit	EFT	3,425.00
05/05/22	Nationwide Deferred Compensation Withheld	EFT	2,842.00
05/05/22	Nationwide - Employer Match Benefit	EFT	700.00
05/05/22	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	28,685.46
05/05/22	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	17,172.58
05/05/22	California State Disbursement	EFT	1,050.46
05/12/22	Federal Tax Withheld Social Security & Medicare	EFT	1,155.97
05/12/22	State Tax Withheld and State Disability Insurance	EFT	193.53
05/19/22	Pay Period #10 Direct Deposits	EFT	
05/19/22	Federal Tax Withheld Social Security & Medicare	EFT	74,926.87
05/19/22	State Tax Withheld and State Disability Insurance	EFT	15,318.98
05/19/22	Lincoln Deferred Compensation Withheld	EFT	15,646.61
05/19/22	Lincoln - Employer Match Benefit	EFT	3,425.00
05/19/22	Nationwide Deferred Compensation Withheld	EFT	2,842.00
05/19/22	Nationwide - Employer Match Benefit	EFT	700.00
05/19/22	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	28,685.45
05/19/22	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	17,040.23
05/19/22	California State Disbursement / EDD	EFT	1,450.92
	<b>Total EFT</b>		<b><u>527,644.66</u></b>
	<b>Grand Total Payroll Cash</b>		<b><u>530,770.84</u></b>



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** FUNDS TRANSFER - MAY 2022

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**BACKGROUND:**

In February 2020, Resolution No. 2020-8 was adopted authorizing the General Manager, Board President/Directors, and Chief Accountant, as authorized signers to access LAIF. Due to the limited access the CFO is unable to transfer funds from the District's general J.P. Morgan Chase account to investment accounts. This limitation restricts the District to maximize interest earnings because the CFO cannot imitate these transfers without Board approval. To maximize interest earnings, the CFO should be authorized to transfer funds between accounts as needed.

At the August 20, 2020 Board of Directors meeting, WVWD Board of Directors approved and authorized the Chief Financial Officer to transfer funds in/out of the District's Chase account to/from the District's investment accounts to take advantage of potential interest earnings. At this meeting the WVWD Board also requested that the CFO provides a detailed report to the Board of all transfers on a monthly basis and include this report in the monthly financial reports presented to the Board.

**FISCAL IMPACT:**

Potential interest earnings on funds invested/transferred.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve May's Transfer report.

Respectfully Submitted,



*Van Jew*

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Van Jew, Acting General Manager

SM;jv

**ATTACHMENT(S):**

1. 2022 May Transfer Report

**MEETING HISTORY:**

07/18/22      Finance Committee      REFERRED TO BOARD

**Fund Transfer Detail May 2022**

Date	Beginning Balances	Amount
5/2/2022	Chase Gen Checking	2,483,462.27
5/1/2022	LAIF	46,935,612.90
5/1/2022	Chase- UTC Routine Checking	5,000.56

Date	Transfers	Amount
5/6/2022	Chase Gen Checking → LAIF	2,000,000.00
5/19/2022	Chase Gen Checking → LAIF	3,500,000.00

Date	**Ending Balances (After Transfers)	Amount
5/31/2022	Chase Gen Checking	6,282,163.94
5/31/2022	LAIF	52,435,612.90
5/31/2022	Chase- UTC Routine Checking	5,000.56

*\*\*Ending balances may include other credits/deposits besides transfer amounts.*



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** JUNE 2022 - PURCHASE ORDER REPORT

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**BACKGROUND:**

The West Valley Water District (“District”) generated thirty-four (34) Purchase Orders (“PO”) in the month of June 2022 to various vendors that provide supplies and services to the District. The total amount issued to PO’s for the month of June 2022 was **\$128,933.79**. A table listing all PO’s for June 2022 is shown in **Exhibit A**.

There were no Change Orders (“CO”) approved at the General Manager’s approval level during the month of June 2022.

**FISCAL IMPACT:**

There is no fiscal impact for producing the June 2022 Purchase Order Report.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve June’S 2022 Purchase Order Report.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

VJ;ar

**ATTACHMENT(S):**

1. Exhibit A - June 2022 Purchase Order Report

**MEETING HISTORY:**

07/18/22 Finance Committee REFERRED TO BOARD

# Exhibit A



West Valley Water District, CA

# Purchase Order Summary Report

## Purchase Order Detail

Issued Date Range 06/01/2022 - 06/30/2022

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
22-0408	Well 18A fencing repair 01745 - WESTBROOK FENCE INC	Outstanding West Valley Water District	6/2/2022 6/16/2022	0.00	3,350.00
22-0409	Hydrant Parts 06/02/22 00748 - YO FIRE	Completed West Valley Water District	6/2/2022 6/2/2022	0.00	22,685.00
22-0410	Water Bottles 02141 - CUSTOM WATER, INC	Outstanding West Valley Water District	6/1/2022 6/15/2022	0.00	1,346.64
22-0411	Husqvarna k970 Demo Saw Package 01550 - PR DIAMOND PRODUCTS INC.	Completed West Valley Water District	6/7/2022 6/21/2022	0.00	4,798.00
22-0412	A/C Blower motor and fan 01219 - ONTARIO REFRIGERATION SERVICES INC	Outstanding West Valley Water District	6/7/2022 6/21/2022	0.00	1,502.00
22-0414	Windows Server 2022 & SQL 2019 License CALs 00326 - CDW GOVERNMENT INC	Outstanding West Valley Water District	6/9/2022 6/23/2022	0.00	3,862.75
22-0415	GIS SERVER MS Windows Licensing 2022 00326 - CDW GOVERNMENT INC	Completed West Valley Water District	6/9/2022 6/23/2022	0.00	2,540.94
22-0416	Radar Level Transmitter 01178 - ROSEMOUNT INC	Outstanding West Valley Water District	6/9/2022 6/23/2022	0.00	1,130.73
22-0417	Hubbell Cable Pulling Grip for Copper 00016 - CED CREDIT OFFICE	Outstanding West Valley Water District	6/13/2022 6/27/2022	0.00	2,691.56
22-0418	APT 90lb. Pneumatic jack hammer 02420 - WHITE CAP CONSTRUCTION SUPPLY	Outstanding West Valley Water District	6/13/2022 6/27/2022	0.00	2,143.46
22-0419	Bosch Electric jack hammer for valve truck 02420 - WHITE CAP CONSTRUCTION SUPPLY	Completed West Valley Water District	6/13/2022 6/27/2022	0.00	1,865.30
22-0420	Multiquip MTX70 Rammer 02420 - WHITE CAP CONSTRUCTION SUPPLY	Completed West Valley Water District	6/13/2022 6/27/2022	0.00	3,289.70
22-0421	Craftsman Generator for Valve truck 00628 - LOWES	Outstanding West Valley Water District	6/13/2022 6/27/2022	0.00	968.67
22-0422	Emergency repair to roll up door for 212 bay 01619 - R&S OVERHEAD DOORS OF INLAND EMPIRE INC	Completed West Valley Water District	6/13/2022 6/27/2022	0.00	536.25
22-0423	Water Conservation Videos 02331 - MAGNIFY PRODUCTIONS	Completed West Valley Water District	6/13/2022 6/27/2022	0.00	4,900.00
22-0424	Emergency Rollup Door Motor Replacement 01619 - R&S OVERHEAD DOORS OF INLAND EMPIRE INC	Completed West Valley Water District	6/13/2022 6/27/2022	0.00	2,335.63
22-0425	Gas Detector 00066 - GRAINGER INC	Completed West Valley Water District	6/14/2022 6/28/2022	0.00	848.12
22-0426	Cisco SMARTnet Renewal -WVWD AMP ASA 01151 - CONVERGEONE, INC	Completed West Valley Water District	6/14/2022 6/28/2022	0.00	3,487.89

## Purchase Order Summary Report

Issued Date Range 06/01/2022 - 06/30/2022

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
22-0427	6" Water Meter for Construction pt. 2 00255 - AQUA-METRIC SALES CO	Completed West Valley Water District	6/14/2022 6/28/2022	0.00	4,790.65
22-0428	Water Quality Report 01311 - MINUTEMAN PRESS OF RANCHO CUCAMONGA	Completed West Valley Water District	6/16/2022 6/30/2022	0.00	1,117.48
22-0429	Water Quality Report Notification Post Card 01311 - MINUTEMAN PRESS OF RANCHO CUCAMONGA	Completed West Valley Water District	6/16/2022 6/30/2022	0.00	3,938.68
22-0430	Postage for 2021 Water Quality Report 01311 - MINUTEMAN PRESS OF RANCHO CUCAMONGA	Completed West Valley Water District	6/16/2022 6/30/2022	0.00	4,435.18
22-0431	Annual AQMD Testing of Gasoline Tank 02336 - ORANGE COAST PETROLEUM EQUIPMENT INC	Completed West Valley Water District	6/20/2022 7/4/2022	0.00	1,542.82
22-0432	ALuminum Chlorohydrate 00810 - STERLING WATER TECHNOLOGIES LLC	Outstanding West Valley Water District	6/20/2022 7/4/2022	0.00	32,131.05
22-0433	Consultant Services for Admin 02510 - REGIONAL GOVERNMENT SERVICES AUTHORIT	Outstanding West Valley Water District	6/21/2022 7/5/2022	0.00	6,200.00
22-0434	DPD Cl2 Reagent 00360 - USA BLUEBOOK	Completed West Valley Water District	6/23/2022 7/7/2022	0.00	715.81
22-0435	Water Education Committee 2022 02513 - MONTE VISTA WATER DISTRICT	Outstanding West Valley Water District	6/23/2022 7/7/2022	0.00	1,000.00
22-0436	Cross Connection Equipment 00748 - YO FIRE	Completed West Valley Water District	6/28/2022 7/12/2022	0.00	565.69
22-0437	Converge one Cisco Xaas Sercure point 2022 maint 01151 - CONVERGEONE, INC	Outstanding West Valley Water District	6/28/2022 7/12/2022	0.00	4,290.00
22-0438	Angle Valves Merlin Project 00748 - YO FIRE	Completed West Valley Water District	6/29/2022 6/29/2022	0.00	870.00
22-0439	Parts for Merlin Project 00748 - YO FIRE	Completed West Valley Water District	6/29/2022 6/29/2022	0.00	1,074.00
22-0440	Urgent tire repair for 105T 02252 - INLAND ROAD SERVICE & TIRE	Completed West Valley Water District	6/30/2022 7/14/2022	0.00	677.58
22-0441	Surface Doc 2 for surface laptops 00326 - CDW GOVERNMENT INC	Outstanding West Valley Water District	6/30/2022 7/14/2022	0.00	624.63
22-0442	Urgent tire repair for 105T B 02252 - INLAND ROAD SERVICE & TIRE	Completed West Valley Water District	6/30/2022 7/14/2022	0.00	677.58

Purchase Order Count: (34)

Total Trade Discount: 0.00

Total: 128,933.79



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** TREASURER'S REPORT - JUNE 2022

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**DISCUSSION:**

West Valley Water District (“District”) engaged the Clifton Larson Allen LLP to prepare West Valley Water District’s (WVWD) Investment report on a monthly basis. The District’s investment policy is in uniformity with the State of California’s Local Agency Investment Guidelines (Government Code Section 53601(b)). Report for the Month of June 2022 is presented to the Finance Committee for discussion.

**FISCAL IMPACT:**

Monthly Cost of \$2,625 was included in the FY 2021-22 annual budget.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve June’s Treasurer report.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

SM:jv

**ATTACHMENT(S):**

1. June 2022 - Treasure's Report



**MEETING HISTORY:**

07/18/22 Finance Committee REFERRED TO BOARD

West Valley Water District  
 Cash, Investment & Reserve Balances - June 30, 2022

Institution/Investment Type	May 2022 Balance	June 2022 Balance	RESERVE ACCOUNT	Minimum Balance	Target Balance	Maximum Balance
<b>Funds Under Control of the District:</b>			<b>RESTRICTED FUNDS</b>			
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	2016A Bond	\$ 0.14	\$ 0.14	\$ 0.14
	<b>\$ 4,300.00</b>	<b>\$ 4,300.00</b>	Customer Deposit Accounts	\$ 5,353,837.91	\$ 5,353,837.91	\$ 5,353,837.91
Checking and Savings:			Capacity Charge Acct Balance	\$ 49,551,673.11	\$ 49,551,673.11	\$ 49,551,673.11
Chase - General Government Checking	\$ 6,282,163.94	\$ 13,098,764.84	CIP account in LAIF for capital purposes	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -		<b>\$ 57,905,511.16</b>	<b>\$ 57,905,511.16</b>	<b>\$ 57,905,511.16</b>
Chase - UTC Routine Checking	\$ 5,000.56	\$ 5,000.56	<b>CAPITAL RESERVE FUNDS</b>			
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50	Capital Project Account - 100% FY 21-22	\$ 10,627,040.00	\$ 10,627,040.00	\$ 10,627,040.00
	<b>\$ 6,335,801.00</b>	<b>\$ 13,152,401.90</b>	Capital Project Account-80% FY 22-23	\$ 10,996,133.60	\$ 10,996,133.60	\$ 10,996,133.60
State of California, Local Agency Investment Fund	\$ 52,435,612.90	\$ 55,935,612.90	Administrative & General Account	\$ 1,455,958.56	\$ 1,455,958.56	\$ 1,455,958.56
US Bank - Chandler Asset Mgmt	\$ 23,475,893.85	\$ 23,331,180.08		<b>\$ 23,079,132.16</b>	<b>\$ 23,079,132.16</b>	<b>\$ 23,079,132.16</b>
CalTrust Pooled Investment Fund - Short Term	\$ 16,701,937.22	\$ 16,665,830.31	<b>LIQUIDITY FUNDS</b>			
CalTrust Pooled Investment Fund - Medium Term	\$ -	\$ -	Rate Stabilization Account	\$ 919,399.80	\$ 2,758,199.40	\$ 4,596,999.00
U. S. Treasury Bills			Operating Reserve Account	\$ 4,853,195.19	\$ 9,706,390.38	\$ 14,559,585.57
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -	Emergency Account	\$ 1,301,240.90	\$ 2,602,481.81	\$ 3,903,722.71
Total	<b>\$ 98,953,544.97</b>	<b>\$ 109,089,325.19</b>	Water Banking Account	\$ 125,000.00	\$ 625,000.00	\$ 1,250,000.00
Funds Under Control of Fiscal Agents:				<b>\$ 7,198,835.89</b>	<b>\$ 15,692,071.59</b>	<b>\$ 24,310,307.28</b>
<b>US BANK</b>			<b>OTHER RESERVES</b>			
2016A Bond - Principal & Payment Funds	\$ -	\$ -	Self-Insurance Reserve	\$ 5,000,000.00	\$ 5,000,000.00	\$ 5,000,000.00
2016A Bond - Interest Fund	\$ 0.14	\$ 0.14		<b>\$ 5,000,000.00</b>	<b>\$ 5,000,000.00</b>	<b>\$ 5,000,000.00</b>
Total	<b>\$ 0.14</b>	<b>\$ 0.14</b>	<b>OPERATING CASH</b>			
<b>Grand Total</b>	<b>\$ 98,953,545.11</b>	<b>\$ 109,089,325.33</b>	Balance Available for Daily Operations	\$ 15,905,846.12	\$ 7,412,610.42	\$ (1,205,625.27)
				<b>\$ 15,905,846.12</b>	<b>\$ 7,412,610.42</b>	<b>\$ (1,205,625.27)</b>
			<b>Grand Total</b>	<b>\$ 109,089,325.33</b>	<b>\$ 109,089,325.33</b>	<b>\$ 109,089,325.33</b>
			<b>UNRESTRICTED RESERVES</b>	<b>\$ 51,183,814.17</b>		

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.

\_\_\_\_\_  
 General Manager

## West Valley Water District Investment Memo – Jun 2022

**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 impair our independence.

**Total Fund Balance**

When comparing the District's total fund balances month-over-month between June (\$109,089,325.33) and May (\$98,953,545.11), CLA found the \$10,135,780.22 increased fund balance between June and May.

**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 June 30, 2022, CLA was able to confirm the District's cash and money-market securities were in accordance with the investment policy. CLA also conducted a review of the District's cash and money-market securities and found that all 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 six years of experience in managing money market mutual funds, Chandler Asset Management exceeds the 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 June 30, 2022 is 0.4%. Therefore, the District is following 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.

The District's investment policy is 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

## West Valley Water District Investment Memo – Jun 2022

Treasury Obligations are limited to five years. As of June 30, 2022, 7.9% 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.

**Negotiable Certificates of Deposit** – Section 9.4 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." All instruments categorized as negotiable certificates of deposit in the District's portfolio follow Section 9.4 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.

Per Section 9.4 of the investment policy, the maximum percentage of investments in negotiable certificates of deposit 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(i)) regarding negotiable certificates of deposit. These guidelines establish a maximum specified percentage of the District's investment portfolio for certificates of deposit at 30%. The State of California's guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Negotiable certificates of deposit constitute 0% of the District's total investment balance as of June 30, 2022. Therefore, the District is following both the investment policy and the State of California's standards.

**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 follow 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.

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 5.3% of the District's total investment balance as of June 30, 2022. Therefore, the District is following both the investment policy and the State of California's standards.

## West Valley Water District Investment Memo – Jun 2022

**Federal Agency Obligations** – Per Section 9.5 of the District’s investment policy, “there is no limitation as to the 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 the portfolio.” Although the policy does not explicitly list the bond rating requirements for federal agency obligations, all the District’s current federal agency holdings are rated AAA by multiple NRSRO’s as of June 30, 2022.

While 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 which state 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 6.7% of the District’s total investment balance as of June 30, 2022. 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 dictating no maximum maturity date for LAIF investments.

Per the Standard and Poor’s rating system, California’s Current Credit Rating is AA-, identifying the credit quality of the fund’s portfolio performance as strong.

As of the period ending June 30, 2022, the District’s Local Agency Investment Fund balance represents 51.3% of the District’s entire portfolio. Therefore, the District is following the investment policy as well as the standards of the Local Agency Investment Guidelines.

Based on the LAIF performance report for the month-ending June 30, 2022, LAIF investments had a net-yield of 0.861%. Regarding portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 67.09%
- Agencies- 19.01%
- Certificates of Deposit/Bank Notes- 6.13%
- Commercial Paper- 5.33%
- Time Deposits- 1.87%

## West Valley Water District Investment Memo – Jun 2022

- Loans- 0.37%
- Corporate Bonds- 0.20%

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 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 (Cal TRUST)**

The District maintains investments in the CalTRUST Short-Term Fund. For the month ending June 30, 2022 the Net Asset Value per share was \$9.99 (\$16,665,830.31 book value) for CalTRUST Short-Term Fund investments. Per the CalTRUST Month End Portfolio Statistics dated June 30, 2022, the credit rating for the Short-Term Fund is AAF, identifying the credit quality of the fund’s portfolio performance as very strong.

Section 9.3 of the District’s investment policy states “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 June 30, 2022, the District’s CalTRUST investment balance represents 15.3% of the District’s entire portfolio. Therefore, the District is following 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 June 30, 2022, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, except for 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 June 2022 (\$13,098,764.84) and May 2022 (\$6,282,163.94), CLA observed an increase in the June 2022 account balance of \$6,816,600.90 versus May 2022 due to a few factors. The District collected \$9,758,504.00 of capacity charges mainly from Landsea Homes (\$6,557,793) and Lennar Corporation (\$2,596,209.00). The District also received its

## West Valley Water District Investment Memo – Jun 2022

quarterly UTC payment from Raytheon Technologies Corporation which totaled \$308,973.60. Any remaining difference is due to normal monthly activity. In an effort to reduce the excess funds in the general checking account, the District transferred \$11 million to the LAIF account on July 11, 2022 after the board approved the transfer.

During our review of the June 2022 Chase General Governmental Checking account bank statement, it was noted that there were 10 reversals of fraudulent ACH debits and 434 fraudulent checks totaling \$4,111.82 and \$94,540.68, respectively.

Regarding the ACH Debits, the fraudster attempted to issue ACH debits. West Valley Water District (“WVWD”) has a policy where the bank emails an ACH exception report for WVWD to review and reject as needed. If WVWD does not respond to the email, the current arrangement is for exception to be automatically rejected.

Regarding the fraudulent check, Chase Bank has a similar procedure where a check exception report is issued for WVWD to review and reject fraudulent checks as needed. Currently, WVWD has implemented check number and amount positive pay.

While the District reconciles its deposit accounts monthly, CLA found that the District has historically reported the month-ending bank statement balance on the Treasurer’s Report. Because the monthly bank statement does not take any outstanding checks or other withdrawals into account, the District may be overstating the General Government Checking balances on the Treasurer’s Report, which ultimately impacts its liquidity.

In May, the UTC Routine Checking account was \$5,000.56 and the UTC Non-Routine Checking account balance was \$48,636.50. The balances in both accounts went remained unchanged between June 2022 and May 2022. The relatively low balances in both accounts (in comparison with the historical balances) is due to the CFO’s emphasis on transferring more of its unrestricted cash balances to the District’s investments accounts to take advantage of the increased rate of return.

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 normally reconciled daily. 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 daily. Cash deposits are reconciled daily by the District’s accounting department. Due to the Pandemic, the District does not accept cash payment from the customer and cash drawers are not in use. Petty cash is normally reconciled by the accounting department monthly. The District’s accounting department provided CLA with a formalized reconciliation for the petty cash account as of June 30, 2022 to verify the \$700 petty cash balance.

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 June 30, 2022 the District had 12.1% of its portfolio invested in bank deposit accounts.

**Commercial Paper**

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Commercial paper is an unsecured, short-term debt instrument issued by a corporation, typically for the financing of accounts payable and inventories and meeting short-term liabilities. Commercial paper is usually issued at a discount from face value and typically reflects prevailing market interest rates. Per section 9.8 of the investment policy, the entity that issues the commercial paper should meet all the following conditions “(i) is organized and operating in the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars (\$500,000,000), and (iii) has debt other than commercial paper, if any, that is rated at least the “A” category by a NRSRO. For a commercial paper investment to be eligible for the District, the commercial paper shall not have a maximum maturity of 270 days or less and no more than 25% of the District’s portfolio may be invested in this category.

The District’s investment policy is also in accordance with the State of California’s Local Agency Investment Guidelines (Government Code Section 53601 (h)) regarding Commercial Paper. These guidelines establish a maximum specified percentage of the District’s investment portfolio for commercial paper at 25%. The State of California’s guidelines also establish that maximum investment maturities for commercial paper should be 270 days or less.

As of June 30, 2022, the District had 0.1% invested in commercial paper investment, which maintained a maturity date of less than 270 days from the purchase date. Therefore, the District is following both the investment policy and the State of California’s standards.

**Supranational**

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 supranationals should be five years or less.

As of June 30, 2022, the District’s investments in five securities categorized as supranationals was 1.0% of the total portfolio and 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.



## West Valley Water District Reserve Memo – June 2022

**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 June 30, 2022 ending balance of \$0.14 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 monthly. CLA was able to confirm that the customer deposit accounts balance presented on the June 2022 Treasurer's Report reconciles with the District's general ledger. The June 30, 2022 balance of \$5,353,837.91 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 \$49,551,673.11 presented on the June 2022 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.

**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 \$21,623,173.60 (\$10,627,040 for fiscal year 2021-22 and \$10,996,133.60 for fiscal year 2022-23) in its

## West Valley Water District Reserve Memo – June 2022

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 June 30, 2022 by reviewing the board-approved 2021-22 Capital Improvement Budget which indicates a total CIP (Operating Revenues + Capacity Charges) for fiscal year 2021-22 of \$10,627,040. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2022-23) which amounts to \$10,996,133.60, therefore, the District meets the requirement indicated in its reserve policy.

**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 project, 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 2021-22 board-approved mid-year operating budget adjustment, CLA can confirm the District has an operating expenses budget of \$29,119,171.13. As of June 30, 2022, the administrative and general account contains \$1,455,958.56 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 2021-22 board-approved mid-year operating budget adjustment, the District anticipates water revenues of \$18,387,996 for the current fiscal year. Therefore, CLA can verify that the District’s current balance of \$919,399.80 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 2021-22 board-approved mid-year operating budget adjustment, CLA can confirm the District has an operating expenses budget of \$29,119,171.13. As of June 30, 2022, the operating reserve account maintains a balance of \$4,853,195.19, 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 June 30, 2022 general ledger detail reporting provided by the District’s accounting staff, CLA was able to confirm that the District’s net assets total \$130,124,090.45. As of June 30, 2022, the emergency account represents a balance of \$1,301,240.90 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

## West Valley Water District Reserve Memo – June 2022

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 and this amount is considered adequate based on conversations with the District's CFO.

**Balance Available for Daily Operations** – This balance represents the District's total cash balance less any fund requirements. For the month ending June 30, 2022, the District had a total of \$109,089,325.33 in various institutional accounts. The required reserve balances by type total \$93,183,479.21 and are categorized as follows:

- Restricted Funds- \$57,905,511.16
- Capital Reserve Funds- \$23,079,132.16
- Liquidity Funds- \$7,198,835.89
- Other Reserves- \$5,000,000.00

Based on the District's Treasurer's Report, which indicates a total cash balance of \$109,089,325.33 and fund requirements of \$93,183,479.21, the fund balance available for daily operations reconciles to the June 2022 Treasurer's report.

CLA reviewed the Treasurer's report for clerical accuracy and recalculated the total Unrestricted Reserves balance and agreed the totals to the June 2022 Treasurer's Report. The Treasurer's Report indicates that West Valley Water District's total cash, investment, and reserve balances as of June 30, 2022 total \$109,089,325.33. In its assessment of the District's accounts, the balances on the Treasurer's Report appear to agree with the supporting documentation provided by the West Valley Water District.

West Valley Water District  
Investment Policy Analysis  
June 30, 2022

U.S. Bank - Chandler Asset Management		
Money Market	455,939.83	A
Commercial Paper	99,360.00	A
Federal Agency Obligations	7,272,950.45	A
U.S. Government	8,585,006.25	A
Corporate Bonds	5,784,924.55	A
Supranational	1,132,999.00	A
Negotiable CD	-	A
<b>Total U.S. Bank - Chandler Asset Management Funds</b>	<b>23,331,180.08</b>	

Checking and Savings		
Bank of Hope	-	B
Chase-1653 (Operating Account)	13,098,764.84	B
Chase-1368	5,000.56	B
Chase-1392	48,636.50	B
Chase-5993 (Rebate Account)	-	B
2016A Bond - Principal & Payment Funds	-	B
2016A Bond - Interest Fund	0.14	B
District Cash Drawers	4,300.00	C
<b>Total Checking and Savings</b>	<b>13,156,702.04</b>	

CalTRUST Short Term Fund	16,665,830.31	A
CalTRUST Medium Term Fund	-	A
LAIF	55,935,612.90	A
<b>Total June 30, 2022 District Funds</b>	<b>109,089,325.33</b>	

The balances indicated above are as of June 30, 2022

Balances verified with monthly investment statements provided by client	A
Balances verified with monthly bank statements provided by client	B
Balances verified with monthly reconciliations provided by client	C

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 06/30/22, West Valley Water District is in compliance with its investment policy

Security Type	Maximum per Investment Policy	Balance
Commercial Paper	25%	99,360.00
Federal Agency Obligations	30%	7,272,950.45
U.S. Government	No Limit	8,585,006.25
LAIF	No Limit	55,935,612.90
CalTRUST	No Limit	16,665,830.31
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	5,784,924.55
Money Market	20%	455,939.83
Bank Deposits	No Limit	13,156,702.04
Supranational	30%	1,132,999.00
		109,089,325.33
<b>Funds Excluded from Policy</b>	2016A	-
<b>Total June 30, 2022 District Funds</b>		<b>109,089,325.33</b>

Asset Class	June 2022	
	(% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.1%	25%
Federal Agency Obligations	6.7%	30%
U.S. Government	7.9%	No Limit
LAIF	51.3%	No Limit
CalTRUST	15.3%	No Limit
Negotiable CD	0.0%	30%
Medium Term Notes (Corporate Bonds)	5.3%	30%
Money Market	0.4%	20%
Bank Deposits	12.1%	No Limit
Supranational	1.0%	30%

West Valley Water District  
 Bond Analysis  
 June 30, 2022

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 06/30/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
F H L M C - 3137EAEN5	249,412.50	Aaa	Yes	8/7/2018	6/19/2023	4.8
F H L M C - 3137EAE54	175,190.40	Aaa	Yes	6/24/2020	6/26/2023	3.0
FFCB Note 3133EKZK5	246,262.50	Aaa	Yes	8/19/2019	8/14/2023	3.9
Federal Home Loan Bks - 313383YJ4	251,207.50	Aaa	Yes	11/29/2018	9/8/2023	4.7
F N M A - 3135G0U43	234,978.85	Aaa	Yes	9/12/2018	9/12/2023	4.9
FHLMC MTN- 3137EAEZ8	482,325.00	Aaa	Yes	10/7/2020	11/6/2023	3.0
F N M A - 3135G06H1	419,144.25	Aaa	Yes	11/23/2020	11/27/2023	3.0
FHLMC MTN- 3137EAF2	336,766.50	Aaa	Yes	12/2/2020	12/4/2023	3.0
Federal Home Loan Bks - 3130A0F70	241,260.00	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130AB3H7	187,809.30	Aaa	Yes	4/8/2019	3/8/2024	4.8
Federal Home Loan Bks - 3130A0XE5	251,082.50	Aaa	Yes	3/19/2019	3/8/2024	4.9
FFCB Note 3133EKNX0	246,640.00	Aaa	Yes	6/25/2019	6/3/2024	4.9
Federal Home Loan Bks - 3130A1XJ2	249,102.50	Aaa	Yes	6/12/2019	6/14/2024	4.9
F N M A - 3135G0V75	244,352.50	Aaa	Yes	7/8/2019	7/2/2024	4.9
FFCB- 3133EKP75	242,847.50	Aaa	Yes	10/15/2019	9/17/2024	4.9
F N M A - 3135G0W66	242,260.00	Aaa	Yes	10/17/2019	10/15/2024	4.9
F N M A - 3135G0X24	91,731.05	Aaa	Yes	1/8/2020	1/7/2025	4.9
Federal Home Loan Mortgage Company - 3137EAEPO	273,956.25	Aaa	Yes	2/13/2020	2/12/2025	4.9
F N M A Deb - 3135G03U5	158,967.00	Aaa	Yes	4/22/2020	4/22/2025	4.9
F N M A - 3135G04Z3	264,368.85	Aaa	Yes	6/17/2020	6/17/2025	4.9
F H L M C - 3137EAEU9	322,857.50	Aaa	Yes	7/21/2020	7/21/2025	4.9
F N M A - 3135G05X7	468,394.20	Aaa	Yes	10/6/2020	8/25/2025	4.8
Federal Home Loan Bks - 3130AJXA2	275,340.00	Aaa	Yes	10/7/2020	9/12/2025	4.9
FHLMC MTN - 3137EAEK3	201,803.80	Aaa	Yes	9/23/2020	9/23/2025	4.9
F N M A - 3135G06G3	459,050.00	Aaa	Yes	11/1/2020	11/7/2025	4.9
Federal Home Loan Bks - 3130AKFA9	455,840.00	Aaa	Yes	12/16/2020	12/12/2025	4.9
<b>Total Federal Agency Obligations</b>	<b>7,272,950.45</b>					
Negotiable Certificate of Deposit						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 06/30/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
<b>Total Negotiable Certificates of Deposit</b>						
-						
Money Market Fund						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 06/30/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
First American Govt Obligation Fund Class Y - 31846V203	455,939.83	Aaa	Yes	various		
<b>Total Money Market</b>	<b>455,939.83</b>					
Commercial Paper						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 06/30/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
Toyota Mtr Cr Corp Disc Coml C P - 89233HJW5	99,360.00	P-1	Yes	1/28/2022	9/30/2022	0.7
<b>Total Commercial Paper</b>	<b>99,360.00</b>					
Supranational						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 06/30/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
Inter American Devel Bk - 4581X0CZ9	249,822.50	Aaa	Yes	5/10/2018	9/14/2022	4.3
International Finance Corp - 45950KCR9	240,592.50	Aaa	Yes	7/12/2021	10/16/2024	3.2
International Bank M T N - 459058JL8	183,394.00	Aaa	Yes	10/22/2020	10/28/2025	4.9
Inter American Devel Bk - 4581X0DV7	459,190.00	Aaa	Yes	4/13/2021	4/20/2026	5.0
<b>Total Supranational</b>	<b>1,132,999.00</b>					

U.S. Corporate						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 06/30/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
Visa Inc Callable Note Cont 92826CAC6	150,129.00	Aa3	Yes	12/13/2018	12/14/2022	3.9
Charles Schwab Corp - 808513AT2	149,581.50	A2	Yes	6/8/2018	1/25/2023	4.6
Berkshire Hathaway Inc. - 084670BR8	149,983.50	Aa2	Yes	5/9/2018	3/15/2023	4.8
Toyota Motor Credit Corp. - 89236TJD8	142,229.05	A1	Yes	4/6/2021	4/6/2023	2.0
Apple Inc. - 037833AK6	149,133.00	Aaa	Yes	4/11/2019	5/3/2023	4.0
Walmart Inc - 931142EK5	150,438.00	Aa2	Yes	6/26/2018	6/26/2023	4.9
Bank of NY Mellon Corp - 06406FAD5	296,835.00	A1	Yes	3/15/2021	8/16/2023	2.4
John Deere Capital Corp - 24422EVN6	321,231.50	A2	Yes	3/1/2021	1/17/2024	2.8
National Rural Util Coop - 637432NL5	197,918.00	A1	Yes	4/6/2022	2/7/2024	1.8
Bank of America - 06051GHF9	124,598.75	A2	Yes	5/29/2019	3/5/2024	4.7
Schwab Charles Corp. - 808513BN4	100,705.50	A2	Yes	3/16/2021	3/18/2024	3.0
Amazon Com Inc. - 023135BW5	285,240.00	A1	Yes	5/10/2021	5/12/2024	3.0
Jpmorgan Chase Co - 46625HJX9	300,477.00	A2	Yes	12/5/2019	5/13/2024	4.4
Caterpillar Fini Service - 14913R2L0	293,666.10	A2	Yes	5/10/2021	5/17/2024	3.0
Salesforce Com Inc - 79466LAG9	47,314.00	A2	Yes	6/29/2021	7/15/2024	3.0
US Bancorp - 91159HHX1	146,311.50	A2	Yes	2/5/2021	7/30/2024	3.4
Paccar Financial Corp - 69371RR40	112,888.80	A1	Yes	8/3/2021	8/9/2024	3.0
Paccar Financial Corp - 69371RR73	230,325.85	A1	Yes	3/31/2022	4/7/2025	3.0
Pfizer Inc Sr Gbl Nto - 717081EX7	116,383.75	A2	Yes	6/3/2020	5/28/2025	4.9
State Str Corp - 857477BR3	75,516.80	A1	Yes	2/27/2022	2/6/2026	3.9
Apple Inc. - 037833EB2	159,327.00	Aaa	Yes	2/5/2021	2/8/2026	4.9
Unitedhealth Group Inc. - 91324PEC2	54,397.20	A3	Yes	6/16/2021	5/15/2026	4.8
Walmart Inc - 931142ER0	54,559.80	Aa2	Yes	9/8/2021	9/17/2026	5.0
Target Corp - 87612EBM7	129,868.20	A2	Yes	1/19/2022	1/15/2027	4.9
Procter Gamble Co The - 742718FV6	281,958.00	Aa3	Yes	2/1/2022	2/1/2027	4.9
Charles Schwab Corp - 808513BY0	88,597.95	A2	Yes	3/1/2022	3/3/2027	4.9
Berkshire Hathaway Fin - 084664C22	264,474.00	Aa2	Yes	3/7/2022	3/15/2027	5.0
Blackrock Inc - 09247XAN1	243,427.50	Aa3	Yes	4/27/2022	3/15/2027	4.8
Northern Tr Corp Sr Nt - 665859AW4	100,602.00	A2	Yes	5/5/2022	5/10/2027	4.9
Unitedhealth Group Inc - 91324PEF3	104,628.30	A3	Yes	5/17/2022	5/15/2027	4.9
Toronto Dominion Bank - 89114QCA4	294,393.00	A1	Yes	4/23/2021	6/12/2024	3.1
Bank of Montreal - 06367WB85	236,492.50	A2	Yes	8/6/2021	5/1/2025	3.7
Royal Bank of Canada - 78015K7H1	231,292.50	A1	Yes	5/20/2021	6/10/2025	4.0
<b>Total U.S. Corporate</b>	<b>5,784,924.55</b>					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 06/30/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 912828L24	250,122.50	Aaa	Yes	5/9/2018	8/31/2022	4.3
U.S. Treasury Note - 912828M80	249,610.00	Aaa	Yes	5/9/2018	11/30/2022	4.5
U.S. Treasury Note - 912828V80	247,157.50	Aaa	Yes	4/29/2019	1/31/2024	4.7
U.S. Treasury Note - 912828X70	245,635.00	Aaa	Yes	9/5/2019	4/30/2024	4.6
U.S. Treasury Note - 912828U3	170,878.75	Aaa	Yes	12/30/2019	8/31/2024	4.6
U.S. Treasury Note - 912828YM6	483,065.00	Aaa	Yes	12/9/2020	10/31/2024	3.8
U.S. Treasury Note - 912828YV6	241,162.50	Aaa	Yes	12/11/2019	11/30/2024	4.9
U.S. Treasury Note - 912828Z52	479,550.00	Aaa	Yes	5/9/2021	1/31/2025	3.7
U.S. Treasury Note - 912828ZF0	466,640.00	Aaa	Yes	2/24/2021	3/31/2025	4.0
U.S. Treasury Note - 912828ZL7	464,045.00	Aaa	Yes	1/13/2021	4/30/2025	4.2
U.S. Treasury Note - 912828ZT0	461,385.00	Aaa	Yes	12/16/2020	5/31/2025	4.4
U.S. Treasury Note - 912828AB7	459,080.00	Aaa	Yes	12/16/2020	7/31/2025	4.6
U.S. Treasury Note - 912828CAJ0	457,815.00	Aaa	Yes	12/1/2020	8/31/2025	4.7
U.S. Treasury Note - 912828CAT8	455,625.00	Aaa	Yes	12/1/2020	10/31/2025	4.8
U.S. Treasury Note - 912828CBC4	455,685.00	Aaa	Yes	1/8/2021	12/31/2025	4.9
U.S. Treasury Note - 912828BH3	454,650.00	Aaa	Yes	2/16/2021	1/31/2026	4.9
U.S. Treasury Note - 912828CQ3	455,725.00	Aaa	Yes	3/4/2021	2/28/2026	4.9
U.S. Treasury Note - 912828CCF6	228,740.00	Aaa	Yes	6/28/2021	5/31/2026	4.9
U.S. Treasury Note - 912828CCP4	453,440.00	Aaa	Yes	9/17/2021	7/31/2026	4.8
U.S. Treasury Note - 912828CCW9	455,115.00	Aaa	Yes	11/29/2021	8/31/2026	4.7
U.S. Treasury Note - 912828CCZ2	456,640.00	Aaa	Yes	12/15/2021	9/30/2026	4.7
U.S. Treasury Note - 912828CEN7	493,240.00	Aaa	Yes	6/6/2022	4/30/2027	4.8
<b>Total U.S. Government</b>	<b>8,585,006.25</b>					

Jun 2022 Bond Total per Treasurer's Report 23,331,180.08  
 Total Per Jun 2022 Chandler Statement 23,331,180.08  
 Variance -



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** MONTHLY REVENUE & EXPENDITURES REPORT - JUNE 2022

---

**BACKGROUND:**

The Board of Directors requested the Monthly Financial Status Report to be presented to the Finance Committee for review and discussion before presenting these reports to the Board of Directors. The reports are being produced from the District's Financial System (System of Records) and will be presented on a monthly basis.

**DISCUSSION:**

The Monthly Financial Status Reports summarizes the District's revenue categories as well as expenditures for all Departments. The original total budget includes the adopted budget. Current total budget includes the adopted budget plus any budget amendments or adjustments made during the year. Period activity column represents activity for the reporting periods. Fiscal activity column represents the year-to-date activity or transactions that have been recorded in the general ledger from the beginning of the fiscal year July 1 through June 30. The encumbrance column represents funds encumbered with a purchase order that's not spent but committed. The percent column represents the percentage of the current budget that has been received (Revenue) or utilized (Expenditure).

**FISCAL IMPACT:**

There is no fiscal impact for producing the June 2022 Monthly Revenue & Expenditure Report.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve June 2022 Monthly Revenue & Expenditure Report.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

SM:jv

**ATTACHMENT(S):**

1. 2022 June Monthly Revenue & Expenditures Report

**MEETING HISTORY:**

07/18/22      Finance Committee      REFERRED TO BOARD





West Valley Water District, CA

# Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 06/30/2022

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Revenue</b>							
4000 - Water consumption sales	18,387,996.00	18,387,996.00	1,964,311.06	20,106,270.40	0.00	1,718,274.40	109.34 %
4010 - Water service charges	7,525,545.00	7,525,545.00	681,528.49	7,977,344.10	0.00	451,799.10	106.00 %
4020 - Other operating revenue	4,134,968.00	4,134,968.00	440,246.46	2,661,684.17	0.00	-1,473,283.83	64.37 %
4030 - Property Taxes	2,340,807.00	2,340,807.00	4,396.20	3,142,148.51	0.00	801,341.51	134.23 %
4040 - Interest & Investment Earnings	350,000.00	350,000.00	-180,625.05	-1,198,204.36	0.00	-1,548,204.36	342.34 %
4050 - Rental Revenue	35,000.00	35,000.00	3,143.34	36,683.04	0.00	1,683.04	104.81 %
4060 - Grants and Reimbursements	50,000.00	50,000.00	0.00	28,795.22	0.00	-21,204.78	57.59 %
4070 - Gain on Sale of Capital Assets	0.00	0.00	0.00	771,002.23	0.00	771,002.23	0.00 %
4080 - Other Non-Operating Revenue	19,000.00	19,000.00	1,370.00	20,420.42	0.00	1,420.42	107.48 %
<b>Revenue Total:</b>	<b>32,843,316.00</b>	<b>32,843,316.00</b>	<b>2,914,370.50</b>	<b>33,546,143.73</b>	<b>0.00</b>	<b>702,827.73</b>	<b>102.14 %</b>

## Budget Report

For Fiscal: 2021-2022 Period Ending: 06/30/2022

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>							
5110 - Source Of Supply	1,406,000.00	2,016,480.00	409,619.35	1,823,169.70	0.00	193,310.30	90.41 %
5210 - Production	3,593,450.00	4,028,450.00	547,683.66	4,129,082.46	31,721.56	-132,354.02	103.29 %
5310 - Water Quality	643,130.00	640,630.00	59,140.01	498,782.40	1,586.08	140,261.52	78.11 %
5320 - Water Treatment - Perchlorate	280,000.00	584,483.13	22,183.48	494,931.81	24,425.95	65,125.37	88.86 %
5350 - Water Treatment - FBR/FXB	1,824,240.00	2,295,750.00	131,125.20	1,691,647.81	134,655.44	469,446.75	79.55 %
5390 - Water Treatment - Roemer/Arsenic	2,121,850.00	2,204,550.00	256,071.79	1,826,638.94	199,437.76	178,473.30	91.90 %
5410 - Maintenance - T & D	2,490,500.00	2,465,500.00	281,699.09	2,148,138.97	38,944.58	278,416.45	88.71 %
5510 - Customer Service	1,236,300.00	1,234,700.00	131,011.89	1,140,800.30	0.00	93,899.70	92.39 %
5520 - Meter Reading	1,049,700.00	1,039,700.00	98,747.49	937,613.13	22,017.75	80,069.12	92.30 %
5530 - Billing	498,100.00	499,700.00	37,282.00	451,362.72	20,995.32	27,341.96	94.53 %
5610 - Administration	2,305,325.00	2,268,325.00	295,252.13	1,936,807.21	6,200.00	325,317.79	85.66 %
5615 - General Operations	3,446,536.00	2,719,592.00	158,263.11	2,745,622.26	16,382.94	-42,413.20	101.56 %
5620 - Accounting	877,035.00	887,035.00	96,528.10	895,909.51	0.00	-8,874.51	101.00 %
5630 - Engineering	1,688,985.00	1,688,985.00	188,553.38	1,455,546.18	47,447.06	185,991.76	88.99 %
5640 - Business Systems	1,204,675.00	1,212,175.00	146,719.37	1,073,925.82	19,597.97	118,651.21	90.21 %
5645 - GIS	252,550.00	252,550.00	26,014.11	204,857.45	0.00	47,692.55	81.12 %
5650 - Board Of Directors	282,300.00	282,300.00	22,725.42	219,942.99	0.00	62,357.01	77.91 %
5660 - Human Resources/Risk Management	1,019,030.00	1,021,630.00	96,720.54	739,266.65	120,225.00	162,138.35	84.13 %
5680 - Purchasing	541,400.00	541,400.00	54,569.53	519,458.49	0.00	21,941.51	95.95 %
5710 - Public Affairs	1,255,136.00	1,220,136.00	156,028.51	1,002,435.56	70,127.83	147,572.61	87.91 %
5720 - Grants & Rebates	30,500.00	20,500.00	0.00	9,588.61	0.00	10,911.39	46.77 %
6200 - Interest Expense	951,350.00	951,350.00	0.00	651,527.40	0.00	299,822.60	68.48 %
6800 - Other Non-Operating Expense	0.00	0.00	0.00	21,800.00	0.00	-21,800.00	0.00 %
<b>Expense Total:</b>	<b>28,998,092.00</b>	<b>30,075,921.13</b>	<b>3,215,938.16</b>	<b>26,618,856.37</b>	<b>753,765.24</b>	<b>2,703,299.52</b>	<b>91.01 %</b>
<b>Report Surplus (Deficit):</b>	<b>3,845,224.00</b>	<b>2,767,394.87</b>	<b>-301,567.66</b>	<b>6,927,287.36</b>	<b>-753,765.24</b>	<b>3,406,127.25</b>	<b>223.08 %</b>

Budget Report

For Fiscal: 2021-2022 Period Ending: 06/30/2022

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
100 - Water Operations Fund	3,845,224.00	2,767,394.87	-301,567.66	6,927,287.36	-753,765.24	3,406,127.25
Report Surplus (Deficit):	3,845,224.00	2,767,394.87	-301,567.66	6,927,287.36	-753,765.24	3,406,127.25



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** CASH DISBURSEMENTS REPORT - JUNE 2022

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**BACKGROUND:**

The Board of Directors requested the Monthly Cash Disbursements Report to be presented to the Finance Committee for review and discussion before presenting these reports to the Board of Directors. The reports are being produced from the District's Financial System (System of Records) and will be presented to the Finance Committee on a monthly basis.

**DISCUSSION:**

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 Finance Committee, Board of Directors and ratepayers the opportunity to review expenses for supplies, materials, services, and payroll Disbursements. 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.

**FISCAL IMPACT:**

There is no fiscal impact for producing the June 2022 Cash Disbursement Reports.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve June 2022 Cash Disbursement Reports.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

SM:jv

**ATTACHMENT(S):**

1. 2022 June Cash Disbursements Board Report
2. 2022 June Cash Disbursement Payroll Board Report

**MEETING HISTORY:**

07/18/22      Finance Committee      REFERRED TO BOARD

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

June 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6187	ABF PRINTS INC	BUSINESS CARDS-JESSE BECERRA	\$ 59.26	
6187	ABF PRINTS INC	BUSINESS CARDS-BRAVO/GUILLIAM	\$ 118.53	
6188	ACWA /JPIA	EE ADJUSTMENTS - JUNE	\$ (137.56)	
6188	ACWA /JPIA	DELTACARE DENTAL PPO	\$ 820.02	
6188	ACWA /JPIA	HEALTH INSURANCE	\$ 10,556.08	
6188	ACWA /JPIA	VISION	\$ 127.08	
6188	ACWA /JPIA	DELTACARE DENTAL HMO	\$ 611.97	
6188	ACWA /JPIA	DELTACARE DENTAL PPO	\$ 8,350.40	
6188	ACWA /JPIA	EMPLOYEE ASSISTANCE PROGRAM	\$ 183.26	
6188	ACWA /JPIA	HEALTH INSURANCE	\$ 125,999.11	
6188	ACWA /JPIA	VISION	\$ 1,630.86	
6188	ACWA /JPIA	DELTACARE DENTAL HMO	\$ 45.36	
6188	ACWA /JPIA	EMPLOYEE ASSISTANCE PROGRAM	\$ 2.38	
6188	ACWA /JPIA	HEALTH INSURANCE	\$ 1,346.64	
6188	ACWA /JPIA	VISION	\$ 21.18	
6188	ACWA /JPIA	RETIREE - HEALTH	\$ 17,482.24	
6188	ACWA /JPIA	RETIREE - DENTAL JUNE	\$ 2,072.08	
6188	ACWA /JPIA	RETIREE - VISION 2022	\$ 614.22	
6189	ALBERT A WEBB ASSOCIATES	Proposal to update the Phase II bid package		\$ 5,565.00
6189	ALBERT A WEBB ASSOCIATES	Proposal to update the Phase II bid package		\$ 110.00
6189	ALBERT A WEBB ASSOCIATES	18" Trans Main Crossing I15_Citrus to Lytle Creek		\$ 1,407.00
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 36.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 575.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 26.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D20016	\$ 6.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21015/D21016	\$ 6.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21015/D21016	\$ 6.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21014	\$ 13.50	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21015/D21016	\$ 6.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21015/D21016	\$ 6.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21017	\$ 40.50	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 20.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 211.50	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 211.50	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 275.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 167.50	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELL#6	\$ 165.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELL#11	\$ 165.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 169.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 497.75	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 197.50	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 277.00	
6190	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

June 2022

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6192	DAVID N M TURCH	SERVICES-30922-40822	\$ 12,500.00	
6192	DAVID N M TURCH	SERVICES-40922-50822	\$ 12,500.00	
6193	INFOSEND INC	Postage & Printing Fiscal Yr 21-22	\$ 2,590.79	
6193	INFOSEND INC	Postage & Printing Fiscal Yr 21-22	\$ 8,768.29	
6193	INFOSEND INC	JANUARY 2022 NEWSLETTERS	\$ 2,007.49	
6194	MCMASTER-CARR SUPPLY COMPANY	PRODUCTION SUPPLIES	\$ 461.29	
6195	PANTALEON, SOCORRO	CSDA SACRAMENTO-MEALS/LODGING/TRANSPORT/	\$ 877.57	
6196	SB VALLEY MUNICIPAL	BLF ELECTRIC BILL-03/31/22-05/01/22	\$ 49,641.17	
6197	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.50	
6197	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 8.00	
6197	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.62	
6197	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.90	
6197	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.49	
6197	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.72	
6197	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 4.95	
6197	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.22	
6197	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.05	
6197	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.87	
6197	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 8.00	
6197	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.07	
6197	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.83	
6197	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 8.00	
6197	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.05	
6197	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.72	
6197	UNIFIRST CORPORATION	JANIT SERVICES-ROEMER	\$ 136.28	
6197	UNIFIRST CORPORATION	JANIT SERVICES-ROEMER	\$ 136.28	
6197	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 8.00	
6197	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.05	
6197	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.17	
6197	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.56	
6197	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.95	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.53	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.60	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 8.00	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.85	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.95	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.50	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.21	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.03	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6197	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6197	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 5.73	
6197	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 8.00	
6197	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 7.18	
6197	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.97	
6197	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.60	
6197	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.57	
6197	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.95	
6197	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.27	
6197	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 8.00	
6197	UNIFIRST CORPORATION	JANIT SERVICES-HQ	\$ 212.17	
6197	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 4.99	
6197	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.17	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

June 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6197	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 8.00	
6199	ABF PRINTS INC	OFFICE SUPPLIES	\$ 96.98	
6200	CALIFORNIA LANDSCAPE & DESIGN INC.	Landscape Services for 47 Sites/HQ	\$ 5,560.00	
6200	CALIFORNIA LANDSCAPE & DESIGN INC.	Landscape Services for 47 Sites/HQ	\$ 1,540.00	
6201	CDW GOVERNMENT INC	Computers & printers	\$ 1,043.39	
6201	CDW GOVERNMENT INC	Computers & printers	\$ 1,376.05	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 22.50	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21017	\$ 40.50	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 20.25	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D21014	\$ 13.50	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 33.75	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 13.50	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-D20016	\$ 6.75	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 22.50	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 18.75	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	\$ 218.25	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 169.25	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6202	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 164.50	
6203	ENGINEERING RESOURCES INC	Wtr Line & Pump Stn 4-3 At Lord Ranch W15004		\$ 20,325.50
6203	ENGINEERING RESOURCES INC	LORD RANCH SITE GRADING & PAVEMENT 4/19/18		\$ 1,350.90
6204	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 495.76	
6204	FASTENAL COMPANY	SHOP SUPPLIES	\$ 283.93	
6205	HASA INC.	CHEMICALS-BLF	\$ 1,261.34	
6205	HASA INC.	CHEMICALS-WELL#42	\$ 168.18	
6206	HILLTOP GEOTECHNICAL, INC.	Patch Repair Services	\$ 4,000.00	
6206	HILLTOP GEOTECHNICAL, INC.	Patch Repair Services	\$ 4,000.00	
6207	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 1,483.00	
6207	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 39.00	
6207	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 1,702.50	
6207	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 1,291.00	
6208	MCMaster-CARR SUPPLY COMPANY	WTR QLTY SUPPLIES	\$ 446.72	
6208	MCMaster-CARR SUPPLY COMPANY	WTR QLTY SUPPLIES	\$ 154.37	
6208	MCMaster-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 227.78	
6209	MURPHY, RONALD	MEDICARE PART B JAN-MAR 2022	\$ 510.30	
6210	OFFICE SOLUTIONS BUSINESS PRODUCTS	OFFICE SUPPLIES	\$ 210.77	
6210	OFFICE SOLUTIONS BUSINESS PRODUCTS	OFFICE SUPPLIES	\$ 65.10	
6210	OFFICE SOLUTIONS BUSINESS PRODUCTS	OFFICE SUPPLIES	\$ 16.25	
6211	PLANETBIDS, INC.	SOFTWARE MAINT	\$ 12,884.00	
6212	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 97.22	
6212	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 31.94	
6212	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 119.58	
6212	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	\$ 260.00	
6212	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	\$ 85.00	
6212	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	\$ 130.00	
6213	RED WING BUSINESS ADVANTAGE ACCOUNT	SAFETY BOOTS-BEN JARRELL	\$ 225.00	
6214	SAFETY COMPLIANCE COMPANY	FIELD SAFETY MEETING-5/10/22	\$ 225.00	
6214	SAFETY COMPLIANCE COMPANY	OFFICE SAFETY MEETING-5/10/22	\$ 200.00	
6214	SAFETY COMPLIANCE COMPANY	SAFETY FIELD MTG-05/24/22	\$ 225.00	
6215	SAMBA HOLDINGS INC	HR SERVICES MAY 2022	\$ 113.56	
6216	SB VALLEY MUNICIPAL	BASELINE FEEDER JAN 2022	\$ 2,200.00	



**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

June 2022

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6216	SB VALLEY MUNICIPAL	BASELINE FEEDER JAN 2022	\$ 26,794.07	
6216	SB VALLEY MUNICIPAL	BASELINE FEEDER JAN 2022	\$ 37,969.89	
6216	SB VALLEY MUNICIPAL	BASELINE FEEDER JAN 2022	\$ 6,900.35	
6216	SB VALLEY MUNICIPAL	BLF ELECTRICITY-JAN 2022	\$ 44,784.11	
6216	SB VALLEY MUNICIPAL	BLF ELECTRICITY-FEB 2022	\$ 43,030.83	
6216	SB VALLEY MUNICIPAL	BASELINE FEEDER JAN 2022	\$ (25,819.28)	
6217	SIKORSKI, KENNETH	MEDICARE PART B JAN-MAR 2022	\$ 510.30	
6218	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.62	
6218	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 8.00	
6218	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.90	
6218	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 4.95	
6218	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.49	
6218	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.50	
6218	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.22	
6218	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.72	
6218	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.05	
6218	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.07	
6218	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.87	
6218	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 8.00	
6218	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.72	
6218	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 8.00	
6218	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.05	
6218	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.83	
6218	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 8.00	
6218	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.95	
6218	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.56	
6218	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.17	
6218	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.05	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.85	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.95	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.60	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.53	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.03	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.50	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.21	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 8.00	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6218	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6218	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.95	
6218	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.60	
6218	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.57	
6218	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 8.00	
6218	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.97	
6218	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.27	
6218	UNIFIRST CORPORATION	JANITORIAL SERVICES	\$ 212.17	
6218	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 4.99	
6218	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.17	
6218	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 8.00	
6218	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 5.73	
6218	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 7.18	
6218	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 8.00	
6220	VULCAN MATERIALS COMPANY	Temporary Asphalt	\$ 651.86	
6221	AIR & HOSE SOURCE INC	ROEMER SUPPLIES	\$ 497.57	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

June 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6221	AIR & HOSE SOURCE INC	ROEMER SUPPLIES	\$ 314.09	
6221	AIR & HOSE SOURCE INC	ROEMER SUPPLIES	\$ 375.27	
6221	AIR & HOSE SOURCE INC	ROEMER SUPPLIES	\$ 486.52	
6221	AIR & HOSE SOURCE INC	ROEMER SUPPLIES	\$ 260.52	
6221	AIR & HOSE SOURCE INC	ROEMER SUPPLIES	\$ 400.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 36.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 31.50	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 45.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 25.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 33.25	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 33.25	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 42.50	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 45.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 22.50	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 15.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 211.50	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 13.50	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 275.25	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 167.50	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 497.75	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 197.50	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6222	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	\$ 33.25	
6223	COMPUTERIZED EMBROIDERY COMPANY INC	SHIRTS-PURCHASING DEPT AL ROBLES	\$ 79.69	
6224	DIAMOND ENVIRONMENTAL SERVICES LP	PORTABLE RESTROOM-10272 S CEDAR	\$ 129.95	
6224	DIAMOND ENVIRONMENTAL SERVICES LP	PORTABLE RESTROOM-18451 VINEYARD AVE	\$ 129.95	
6225	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 370.58	
6225	FASTENAL COMPANY	MAINTENANCE SUPPLIES	\$ 67.29	
6225	FASTENAL COMPANY	SHOP SUPPLIES	\$ 71.98	
6225	FASTENAL COMPANY	SHOP SUPPLIES	\$ 11.83	
6225	FASTENAL COMPANY	SHOP SUPPLIES	\$ 329.68	
6226	GENERAL PUMP COMPANY INC	Rebuilt effluent booster 2		\$ 28,780.95
6227	HACH COMPANY	ROEMER SUPPLIES	\$ 141.82	
6228	HASA INC.	CHEMICALS-ROEMER	\$ 4,081.35	
6229	MAGNIFY PRODUCTIONS	Water Conservation Videos	\$ 4,900.00	
6230	MCMMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES	\$ 39.20	
6230	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 391.38	
6230	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 337.42	
6230	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 194.84	
6231	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 838.29	
6232	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 8.00	
6232	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 4.95	
6232	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.22	
6232	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.62	
6232	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.72	
6232	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.90	
6232	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.49	
6232	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.50	
6232	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.05	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

June 2022

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6232	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.07	
6232	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.87	
6232	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 8.00	
6232	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.72	
6232	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 5.83	
6232	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.05	
6232	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 8.00	
6232	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.17	
6232	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.56	
6232	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.95	
6232	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.05	
6232	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 8.00	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.03	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.21	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 8.00	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.53	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.60	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.85	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.95	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 5.50	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6232	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.05	
6232	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.97	
6232	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.57	
6232	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 8.00	
6232	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.27	
6232	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.95	
6232	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 5.60	
6232	UNIFIRST CORPORATION	ROEMER JANIT SERVICES	\$ 136.28	
6232	UNIFIRST CORPORATION	HQ JANIT SERVICES	\$ 212.17	
6232	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 4.99	
6232	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 8.00	
6232	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.17	
6232	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 5.73	
6232	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 7.18	
6232	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 8.00	
6234	ABF PRINTS INC	WINDOW ENVELOPES	\$ 420.23	
6235	BERTOLINE, GINA E	FATHERS DAY EVENT EXPENSES	\$ 90.00	
6236	BRENNTAG PACIFIC INC	Acetic Acid for FBR Plant	\$ 31,510.89	
6237	CHANDLER ASSET MANAGEMENT	MAY 2022 SERVICES	\$ 1,957.39	
6238	HARRINGTON INDUSTRIAL PLASTICS	PRODUCTION SUPPLIES	\$ 236.99	
6239	HASA INC.	CHEMICALS-BLF	\$ 1,261.96	
6239	HASA INC.	CHEMICALS-WELL#33	\$ 2,955.55	
6239	HASA INC.	CHEMICALS-WELL#33	\$ 1,682.34	
6239	HASA INC.	CHEMICALS-WELL#54	\$ 294.31	
6239	HASA INC.	CHEMICALS-WELL#24	\$ 205.58	
6239	HASA INC.	CHEMICALS-WELL#24	\$ 4.64	
6239	HASA INC.	CHEMICALS-WELL#33	\$ 241.17	
6239	HASA INC.	CHEMICALS-WELL#1	\$ 252.27	
6239	HASA INC.	CHEMICALS-WELL#4	\$ 420.45	
6239	HASA INC.	CHEMICALS-WELL#8	\$ 420.45	
6239	HASA INC.	CHEMICALS-WELL#15	\$ 210.22	
6239	HASA INC.	CHEMICALS-WELL#24	\$ 210.22	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

June 2022

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
6239	HASA INC.	CHEMICALS-WELL#1	\$ 252.27	
6239	HASA INC.	CHEMICALS-BLF	\$ 840.90	
6239	HASA INC.	CHEMICALS-WELL#15	\$ 420.45	
6240	HERCULES INDUSTRIES	Padlocks for District	\$ 154.14	
6240	HERCULES INDUSTRIES	Padlocks for District	\$ 415.50	
6240	HERCULES INDUSTRIES	Padlocks for District	\$ 1,080.00	
6240	HERCULES INDUSTRIES	Padlocks for District	\$ 1,350.00	
6240	HERCULES INDUSTRIES	Padlocks for District	\$ 58.00	
6241	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 2,106.50	
6241	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 855.00	
6241	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 315.50	
6242	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 246.42	
6242	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 224.16	
6243	OFFICE SOLUTIONS BUSINESS PRODUCTS	OFFICE SUPPLIES	\$ 145.38	
6243	OFFICE SOLUTIONS BUSINESS PRODUCTS	OFFICE SUPPLIES	\$ 452.42	
6244	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 784.96	
6244	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base For Backfill	\$ 102.49	
6245	RAMIREZ, YOLANDA	FATHERS DAY EVENT EXPENSES	\$ 564.93	
6246	SALCEDO, JUAN CARLOS	SAFETY BOOTS	\$ 225.00	
6247	SB VALLEY MUNICIPAL	APRIL 2022 BASELINE FEEDER	\$ 2,200.00	
6247	SB VALLEY MUNICIPAL	MAY 2022 BASELINE FEEDER	\$ 2,200.00	
6247	SB VALLEY MUNICIPAL	APRIL 2022 BASELINE FEEDER	\$ 26,794.07	
6247	SB VALLEY MUNICIPAL	MAY 2022 BASELINE FEEDER	\$ 26,794.07	
6247	SB VALLEY MUNICIPAL	REVISED MAR 2022 BASELINE FEEDER	\$ 722.36	
6247	SB VALLEY MUNICIPAL	APRIL 2022 BASELINE FEEDER	\$ 36,185.29	
6247	SB VALLEY MUNICIPAL	MAY 2022 BASELINE FEEDER	\$ 41,304.48	
6247	SB VALLEY MUNICIPAL	APRIL 2022 BASELINE FEEDER	\$ 6,900.35	
6247	SB VALLEY MUNICIPAL	MAY 2022 BASELINE FEEDER	\$ 6,900.35	
6247	SB VALLEY MUNICIPAL	BLF ELECTRICITY-05/02/22-05/31/22	\$ 46,371.30	
6248	SUEZ WTS ANALYTICAL INSTRUMENTS INC	PM Contract for TOC @ Roemer	\$ 10,540.11	
6248	SUEZ WTS ANALYTICAL INSTRUMENTS INC	PM Contract for TOC @ Roemer	\$ 2,693.75	
6248	SUEZ WTS ANALYTICAL INSTRUMENTS INC	PM Contract for TOC @ Roemer	\$ 2,042.94	
52342	D.R. HORTON	CUSTOMER REFUND	\$ 10.84	
82184	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 420.21	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 129.27	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 172.38	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 289.85	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 337.94	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 107.28	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 107.64	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 113.76	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 116.31	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 380.44	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 120.77	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 51.70	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 52.67	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 60.12	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 69.18	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 73.23	
82184	AMAZON.COM SALES INC	Amazon Computer Supples March22	\$ 116.54	
82185	CHAMBERLAYNEPR	APRIL 2022 SERVICES	\$ 7,500.00	
82186	CINTAS CORPORATION	HQ JANITORIAL SERVICES	\$ 114.65	
82187	CITY OF FONTANA	EXCAVATION & TRAFFIC PERMIT	\$ 291.00	
82188	EVOQUA WATER TECHNOLOGIES LLC	IX Resin replacement at Well 42	\$ 199,971.77	

## WEST VALLEY WATER DISTRICT

## CASH DISBURSEMENT REPORT

June 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
82188	EVOQUA WATER TECHNOLOGIES LLC	Remove & disposal of GAC		\$ 5,802.00
82189	HOME DEPOT	METERS SUPPLIES	\$ 16.47	
82189	HOME DEPOT	METERS SUPPLIES	\$ 11.64	
82189	HOME DEPOT	METERS SUPPLIES	\$ 8.62	
82189	HOME DEPOT	METERS SUPPLIES	\$ 355.78	
82189	HOME DEPOT	METERS SUPPLIES	\$ 68.90	
82189	HOME DEPOT	METERS SUPPLIES	\$ 397.60	
82189	HOME DEPOT	METERS SUPPLIES	\$ 26.69	
82190	INLAND EMPIRE UTILITIES AGENCY	SERVICES 4/01/22-4/30/22	\$ 5,752.54	
82191	INNOVYZE INC	Innovyze Software		\$ 28,386.99
82192	JASON LEE BERKLEY	Proposal to Conduct Surveys for SB Kangaroo Rat		\$ 4,500.00
82193	MINUTEMAN PRESS OF RANCHO CUCAMONGA	2022 Yearly Conservation Calendars	\$ 4,974.05	
82193	MINUTEMAN PRESS OF RANCHO CUCAMONGA	WVWD BOOKMARKS	\$ 431.10	
82194	LEASE PLAN USA INC	Network Fleet Service 05/17/22	\$ 9,155.88	
82195	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, /	HR SERVICES-D GLASS	\$ 335.00	
82196	QUADIENT FINANCE USA INC	POSTAGE METER	\$ 1,050.13	
82197	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	\$ 20.00	
82197	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	\$ 20.00	
82197	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	\$ 20.00	
82197	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	\$ 20.00	
82197	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	\$ 20.00	
82198	SO CALIFORNIA EDISON	BLF ELECTRICITY 04/22/22-05/22/22	\$ 93.74	
82199	SOUTH COAST AQMD	CALIF AIR TOXICS HOT SPOTS PROGRAM FEE	\$ 143.88	
82200	STERLING WATER TECHNOLOGIES LLC	E 38 G Polymer	\$ 4,534.08	
82201	USA BLUEBOOK	Hach Reagents - FBR	\$ 551.01	
82202	Dixon, Glynn & Elaine	CUSTOMER REFUND	\$ 36.77	
82203	LLC, Morgan Picks Two,	CUSTOMER REFUND	\$ 15.27	
82204	NASH, GAMILLE	CUSTOMER REFUND	\$ 19.52	
82205	OPENDOOR PROPERTY TRUST I	CUSTOMER REFUND	\$ 52.61	
82206	RICHMOND AMERICAN HOMES	CUSTOMER REFUND	\$ 39.58	
82207	RICHMOND AMERICAN HOMES	CUSTOMER REFUND	\$ 43.84	
82208	RICHMOND AMERICAN HOMES	CUSTOMER REFUND	\$ 13.40	
82209	RICHMOND AMERICAN HOMES	CUSTOMER REFUND	\$ 49.35	
82210	RICHMOND AMERICAN HOMES	CUSTOMER REFUND	\$ 47.07	
82211	D.R. HORTON	CUSTOMER REFUND	\$ 14.15	
82212	D.R. HORTON	CUSTOMER REFUND	\$ 5.48	
82213	D.R. HORTON	CUSTOMER REFUND	\$ 12.02	
82214	D.R. HORTON	CUSTOMER REFUND	\$ 14.15	
82215	D.R. HORTON	CUSTOMER REFUND	\$ 11.87	
82216	D.R. HORTON	CUSTOMER REFUND	\$ 0.12	
82217	D.R. HORTON	CUSTOMER REFUND	\$ 9.89	
82218	D.R. HORTON	CUSTOMER REFUND	\$ 4.38	
82219	NAKAE & ASSOCIATES INC.	CUSTOMER REFUND	\$ 1,447.30	
82220	NAKAE & ASSOCIATES INC.	CUSTOMER REFUND	\$ 1,636.25	
82221	ACWA	ANNUAL DC CONFERENCE NASEEM FAROOQI	\$ 760.00	
82221	ACWA	ANNUAL DC CONDERENCE SOCORRO PANTALEON	\$ 760.00	
82222	AIGGRE CEDAR AVE INVESTOR LLC	DEPOSITS REFUND-CONT/MTR BOX/VALVE BOX	\$ 2,700.00	
82222	AIGGRE CEDAR AVE INVESTOR LLC	DEPOSITS REFUND-CONT/MTR BOX/VALVE BOX	\$ 1,560.00	
82222	AIGGRE CEDAR AVE INVESTOR LLC	DEPOSITS REFUND-CONT/MTR BOX/VALVE BOX	\$ 35,242.13	
82223	ALLIANCE 2020 INC	HR SERVICES-S.E.R	\$ 210.50	
82224	AMAZON.COM SALES INC	VEHICLE MAINTENANCE	\$ 16.53	
82224	AMAZON.COM SALES INC	COMPUTER SUPPLIES	\$ 461.51	
82225	ASBCSD	MEMBER MTG 6/20/22-HAWKINS/MOORE	\$ 40.00	
82225	ASBCSD	MEMBER MTG 6/20/22-HAWKINS/MOORE	\$ 40.00	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

June 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
82226	AT&T	ROEMER FIRE SVC-5/22/22-6/21/22	\$ 140.10	
82227	BURRTEC WASTE INDUSTRIES INC	DISPOSAL FEES-ROEMER	\$ 262.86	
82227	BURRTEC WASTE INDUSTRIES INC	DISPOSAL FEES-HQ	\$ 911.94	
82228	CARPENTER ROTHANS & DUMONT LLP	LEGAL FEES	\$ 1,234.05	
82229	CEMEX INC	Sand For Backfill	\$ 194.06	
82229	CEMEX INC	Sand For Backfill	\$ 548.22	
82230	CERVANTEZ, DANIEL A.	REISSUE CK#77106-2/4/20	\$ 32.77	
82231	CHARTER COMMUNICATIONS	TV/TELEPHONE 5/25/22-6/24/22	\$ 276.04	
82231	CHARTER COMMUNICATIONS	CABLE/INTERNET-5/24/22-6/23/22	\$ 2,079.15	
82231	CHARTER COMMUNICATIONS	TV/TELEPHONE 5/25/22-6/24/22	\$ 109.92	
82232	CINTAS CORPORATION	JANITORIAL MAINTENANCE	\$ 181.10	
82233	CITY OF RIALTO	UTILITY USER TAX-MAY 2022	\$ 48,446.40	
82233	CITY OF RIALTO	UTILITY USER TAX-MAY 2022	\$ (179.81)	
82234	CITY OF SAN BERNARDINO	LYTLE CREEK STREAM FLOW	\$ 23,267.97	
82235	COUNTY CLERK OF THE BOARD OF SUPERVISORS	PROCESSING FEE-NOTICE OF EXEMPTION		\$ 50.00
82236	FAST SERVICE	CUSTOMER SERVICES-MAY 2022	\$ 266.00	
82237	GRAINGER INC	PRODUCTION SUPPLIES	\$ 69.54	
82237	GRAINGER INC	PRODUCTION SUPPLIES	\$ 245.80	
82237	GRAINGER INC	PRODUCTION SUPPLIES	\$ 259.24	
82237	GRAINGER INC	PRODUCTION SUPPLIES	\$ 394.24	
82237	GRAINGER INC	PRODUCTION SUPPLIES	\$ 236.49	
82237	GRAINGER INC	90ft Grade 70 Straight Chain	\$ 765.71	
82237	GRAINGER INC	WATER QLTY SUPPLIES	\$ 382.86	
82238	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 429.92	
82238	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 104.52	
82239	HUNT ORTMANN PALFFY NIEVES DARLING & MAH II	LEGAL FEES-MARCH 2022		\$ 10,305.90
82239	HUNT ORTMANN PALFFY NIEVES DARLING & MAH II	LEGAL FEES-APRIL 2022		\$ 11,534.00
82240	JOHNSON'S HARDWARE INC	WTR QLTY SUPPLIES	\$ 10.78	
82240	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 92.07	
82240	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 473.00	
82241	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES DEC 2021	\$ 4,842.50	
82242	LOWES	MAINTENANCE SUPPLIES	\$ 51.29	
82243	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES FOR THE DESIGN OF ZONE 7-2 PU		\$ 3,787.50
82244	MIKE ROQUET CONSTRUCTION, INC.	Street Paving SVCS	\$ 7,409.42	
82244	MIKE ROQUET CONSTRUCTION, INC.	Street Paving Services	\$ 10,699.08	
82245	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, /	HR SERVICES-S.R	\$ 443.00	
82246	OLIVAREZ, GILBERT	CROSS CONNECTION CERTIFICATE RENEWAL	\$ 100.00	
82247	PACK N MAIL	CUSTOMER SERVICES-MAY 2022	\$ 208.00	
82248	RIALTO WATER SERVICES	FBR-03/15/22-04/30/22	\$ 67.17	
82248	RIALTO WATER SERVICES	WELL#16 WATER	\$ 30.42	
82248	RIALTO WATER SERVICES	HQ-04/19/22-05/19/22	\$ 122.27	
82248	RIALTO WATER SERVICES	ROEMER-03/31/22-04/30/22	\$ 67.17	
82249	RITE-WAY ROOF CORPORATION	Urgent Roof Repair above Board Room	\$ 21,815.00	
82250	SC COMMERCIAL LLC	Gasoline Order 05/19/22	\$ 19,058.24	
82250	SC COMMERCIAL LLC	Diesel Order 05/19/22	\$ 20,092.25	
82251	SO CAL LOCKSMITH	MAINTENANCE SUPPLIES	\$ 72.90	
82252	SOURCE GRAPHICS	ENGINEERING SUPPLIES	\$ 388.50	
82253	STATE WATER RESOURCES CONTROL BOARD	D2 CERTIFICATION-AARON HILLMAN	\$ 60.00	
82254	TAFOYA LAW GROUP APC	LEGAL FEES-FEBRUARY 2022	\$ 15,299.00	
82255	TAFOYA LAW GROUP APC	LEGAL FEES-MARCH 2022	\$ 22,574.00	
82256	TRES ES INC	MAY 2022 SERVICES	\$ 7,500.00	
82257	UNDERGROUND SERVICE ALERT	USA Ticket Fees	\$ 600.70	
82257	UNDERGROUND SERVICE ALERT	USA Ticket Fees	\$ 166.91	
82258	USA BLUEBOOK	WTR QLTY SUPPLIES	\$ 110.19	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
82259	VERIZON WIRELESS PHONES	CELL PHONES/IPADS 04/23/22-05/22/22	\$ 4,615.73	
82259	VERIZON WIRELESS PHONES	CELL PHONES/IPADS 04/23/22-05/22/22	\$ 94.97	
82259	VERIZON WIRELESS PHONES	CELL PHONES/IPADS 04/23/22-05/22/22	\$ 1,499.76	
82260	YO FIRE	WTR QLTY SUPPLIES	\$ 377.13	
82261	HERNANDEZ, ADALBERTO JR /IRENE	CUSTOMER REFUND	\$ 55.75	
82262	ZAMBRANO, ANGELICA & RICHARD	CUSTOMER REFUND	\$ 56.40	
82263	PUNTES, SALVADOR /MIRIAM	CUSTOMER REFUND	\$ 71.99	
82264	SANCHEZ, FRANK	CUSTOMER REFUND	\$ 32.91	
82265	BETANCOURT, RAUL	CUSTOMER REFUND	\$ 43.44	
82266	LEON, RODARTE, BLANCA E &	CUSTOMER REFUND	\$ 103.65	
82267	INC, NEW ERA INVESTMENTS	CUSTOMER REFUND	\$ 81.51	
82268	LENNAR HOMES	CUSTOMER REFUND	\$ 1,213.67	
82269	AIRGAS USA LLC	PRODUCTION SUPPLIES	\$ 56.93	
82270	AQUA-METRIC SALES CO	Sensus Order 05/09/22	\$ 22,648.73	
82270	AQUA-METRIC SALES CO	6" Water Meter for Construction pt. 2	\$ 4,790.65	
82271	BAVCO	WATER QLTY SUPPLIES	\$ 314.83	
82272	CHAN, JOANNE W	SAFETY BOOT REIMB-CHAN	\$ 118.47	
82273	COLTON PUBLIC UTILITIES	WELL 18A ELECTRIC	\$ 378.10	
82274	CONTROL TEMP INC	AC MAINTENANCE	\$ 350.59	
82275	DIGITAL IMAGE SOLUTIONS, LLC	Copier for Finance Department		\$ 9,504.03
82276	GRAINGER INC	PRODUCTION SUPPLIES	\$ 45.98	
82276	GRAINGER INC	Gas Detector-ROEMER	\$ 848.12	
82277	INLAND DESERT SECURITY	ANSWERING SVC-JUNE 2022	\$ 635.90	
82278	INLAND EMPIRE UTILITIES AGENCY	SERVICES-2/01/22-02/28/22	\$ 220,463.00	
82279	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 58.14	
82279	JOHNSON'S HARDWARE INC	WATER TRTMT SUPPLIES	\$ 48.48	
82279	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 55.22	
82279	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 382.48	
82280	LOWES	ROEMER SUPPLIES	\$ 88.75	
82281	MCCALLS METERS INC	Large meter testing 3" to 8"	\$ 125.00	
82281	MCCALLS METERS INC	Large meter testing 3" to 8"	\$ 247.83	
82281	MCCALLS METERS INC	Large meter testing 3" to 8"	\$ 6,815.00	
82282	MIKE ROQUET CONSTRUCTION, INC.	STREET PAVING SERVICES	\$ 2,025.00	
82282	MIKE ROQUET CONSTRUCTION, INC.	STREET PAVING SERVICES	\$ 6,078.70	
82283	PR DIAMOND PRODUCTS INC.	Husqvarna k970 Demo Saw Package	\$ 4,798.00	
82284	R&S OVERHEAD DOORS OF INLAND EMPIRE INC	Emergency repair to roll up door for 212 bay	\$ 536.25	
82285	ROYAL INDUSTRIAL SOLUTIONS	SHOP SUPPLIES	\$ 424.62	
82286	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	\$ 20.00	
82287	SHAW HR CONSULTING, INC.	HR LEGAL FEES	\$ 320.00	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 15,308.54	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 65,916.25	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 123,103.65	
82288	SO CALIFORNIA EDISON	WELL#36 ELECTRICITY	\$ 361.32	
82288	SO CALIFORNIA EDISON	SOUTH END SHOP-05/10/22-06/08/22	\$ 91.71	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 18,890.97	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 17,767.15	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 2,289.47	
82288	SO CALIFORNIA EDISON	ROEMER ELECTRICITY-05/02/22-05/31/22	\$ 31,123.58	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 260.54	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 3,060.00	
82288	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 3,285.00	
82289	STETSON ENGINEERS INC	Stetson -Rialto Basin Groundwater Mngmt Plan	\$ 1,845.25	
82289	STETSON ENGINEERS INC	Stetson -Rialto Basin Groundwater Mngmt Plan	\$ 1,845.25	
82289	STETSON ENGINEERS INC	Stetson -Rialto Basin Groundwater Mngmt Plan	\$ 1,845.25	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
82289	STETSON ENGINEERS INC	Stetson -Rialto Basin Groundwater Mngmt Plan	\$ 1,845.25	
82290	THE GAS COMPANY	ROEMER GAS-05/05/22-06/06/22	\$ 15.78	
82291	UNITED STATES POSTAL SERVICE	ACCT#52900-POSTAGE	\$ 500.00	
82292	USA BLUEBOOK	ROEMER SUPPLIES	\$ 488.92	
82293	VERIZON CONNECT NWF INC	CONTRACTS/LICENSES-MAY 2022	\$ 679.98	
82294	WESTBROOK FENCE INC	Well 33 wrought iron fence		\$ 50,431.25
82295	YO FIRE	Stock Order 05/16/22	\$ 63.57	
82295	YO FIRE	Stock Order 05/16/22	\$ 4,053.56	
82295	YO FIRE	Stock Order 05/16/22	\$ 254.29	
82295	YO FIRE	Stock Order 05/16/22	\$ 290.93	
82295	YO FIRE	Stock Order 05/16/22	\$ 407.30	
82295	YO FIRE	Stock Order 05/16/22	\$ 711.15	
82295	YO FIRE	Stock Order 05/16/22	\$ 1,568.84	
82295	YO FIRE	Stock Order 05/16/22	\$ 759.63	
82295	YO FIRE	MAINTENANCE SUPPLIES	\$ 420.23	
82295	YO FIRE	SHOP SUPPLIES	\$ 396.52	
82296	ESTRADA, ARNOLD	CUSTOMER REFUND	\$ 28.87	
82297	Von, Huiling	CUSTOMER REFUND	\$ 64.21	
82298	RICHMOND AMERICAN HOMES	CUSTOMER REFUND	\$ 36.05	
82299	ROCHIN, ARMANDO/CESILIA	CUSTOMER REFUND	\$ 62.68	
82300	RUIZ, ROXANNE	CUSTOMER REFUND	\$ 725.10	
82301	HAND, JESSICA	CUSTOMER REFUND	\$ 10.11	
82302	ACWA	REGISTRATION-VAN JEW	\$ 760.00	
82303	ALL PRO ENTERPRISES INC.	Monthly Janitorial Services FY 21-22	\$ 350.00	
82303	ALL PRO ENTERPRISES INC.	Monthly Janitorial Services FY 21-22	\$ 3,591.92	
82303	ALL PRO ENTERPRISES INC.	Monthly Janitorial Services FY 21-22	\$ 1,105.21	
82304	AMAZON.COM SALES INC	CUSTOMER SERVICE SUPPLIES	\$ 17.23	
82305	AT&T	TELEMETRY LINE	\$ 68.96	
82306	AT&T INTERNET	INTERNET SERVICE	\$ 103.44	
82307	CAMACHO, JESSICA	FATHERS DAY EVENT EXPENSES	\$ 77.50	
82308	CARPENTER ROTHANS & DUMONT LLP	LEGAL FEES	\$ 55.00	
82308	CARPENTER ROTHANS & DUMONT LLP	LEGAL FEES	\$ 4,879.00	
82308	CARPENTER ROTHANS & DUMONT LLP	LEGAL FEES	\$ 974.99	
82309	CHINO BASIN WATERMASTER	POOL REGARDING PEACE AGREEMENT	\$ 735.83	
82310	CINTAS CORPORATION	JANITORIAL SERVICES	\$ 181.10	
82310	CINTAS CORPORATION	JANITORIAL SERVICES	\$ 181.10	
82311	CITY OF SAN BERNARDINO	BLF WATER-05/10/22-06/10/22	\$ 43.51	
82312	CLIFTON LARSON ALLEN	CLA Treasurer Service-MARCH 2022	\$ 2,625.00	
82312	CLIFTON LARSON ALLEN	Treasurer Service-APRIL 2022	\$ 2,625.00	
82313	CPS HR CONSULTING	Classification and Compensation Study 2021-2022	\$ 13,200.00	
82314	DANIELLE GRITZALIS	CS FIELD TRAINING MEALS	\$ 20.24	
82315	FONTANA CHAMBER OF COMMERCE	SPONSORSHIP-POLICE/FIRE EVENT	\$ 100.00	
82315	FONTANA CHAMBER OF COMMERCE	SPONSORSHIP	\$ 3,000.00	
82316	GARDA CL WEST INC	ARMORED TRANSPORT SVCS-JUNE 2022	\$ 324.65	
82317	GRAINGER INC	ROEMER SUPPLIES	\$ 220.89	
82317	GRAINGER INC	ROEMER SUPPLIES	\$ 380.27	
82318	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 265.55	
82318	JOHNSON'S HARDWARE INC	MAINTENANCESUPPLIES	\$ 206.82	
82318	JOHNSON'S HARDWARE INC	METERS SUPPLIES	\$ 56.01	
82319	LINCOLN FINANCIAL GROUP	MAINTENANCE FEE-PLAN DOCUMENT	\$ 100.00	
82320	LUDWIG, CODY	CS FIELD TRAINING MEALS	\$ 43.68	
82321	MINUTEMAN PRESS OF RANCHO CUCAMONGA	Water Quality Report	\$ 558.74	
82321	MINUTEMAN PRESS OF RANCHO CUCAMONGA	Water Quality Report	\$ 558.74	
82321	MINUTEMAN PRESS OF RANCHO CUCAMONGA	MONTHLY REPORT-MARCH 2022	\$ 271.02	



**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
82321	MINUTEMAN PRESS OF RANCHO CUCAMONGA	Postage for Virtual Earth Day Mailers	\$ 4,396.26	
82321	MINUTEMAN PRESS OF RANCHO CUCAMONGA	VIRTUAL WORKSHOP EARTH DAYS POSTCARDS	\$ 4,594.72	
82322	QUADIENT FINANCE USA INC	POSTAGE METER	\$ 1,067.69	
82323	SO CALIFORNIA EDISON	WELL#6 ELECTRICITY	\$ 17,138.93	
82323	SO CALIFORNIA EDISON	WELL#11 ELECTRICITY	\$ 43.64	
82324	SO CALIFORNIA GAS COMPANY	JOB#41-2022-06-00028		\$ 54.00
82325	STEPHEN COMPANY	LOBBYIST SERVICES-JUL 2021	\$ 227.50	
82325	STEPHEN COMPANY	LOBBYIST SERVICES-OCT 2021	\$ 227.50	
82325	STEPHEN COMPANY	LOBBYIST SERVICES-JAN 2022	\$ 227.50	
82325	STEPHEN COMPANY	LOBBYIST SERVICES-APR 2022	\$ 227.50	
82326	TAFOYA LAW GROUP APC	LEGAL FEES-APRIL 2022	\$ 17,827.50	
82327	THE GAS COMPANY	HQ GAS BILL-05/11/22-06/10/22	\$ 16.81	
82328	INC., THOMAS RIOS/ESTELLA GROUP	CUSTOMER REFUND	\$ 32.27	
82329	ARRIAGA, JONATHAN	CUSTOMER REFUND	\$ 89.08	
82330	BURANAANUN, ATHENA	CUSTOMER REFUND	\$ 10.98	
82331	Inc., Riverside Property Management	CUSTOMER REFUND	\$ 64.01	
82332	MABE, JUSTIN F	CUSTOMER REFUND	\$ 9.84	
82333	TRUST, OPENDOOR PROPERTY	CUSTOMER REFUND	\$ 31.29	
82334	CORP., KMC INVESTMENT	CUSTOMER REFUND	\$ 67.41	
82335	LLC, OPENDOOR PROPERTY J	CUSTOMER REFUND	\$ 56.71	
82336	PEREZ, MARIO S.	CUSTOMER REFUND	\$ 80.70	
82337	LLC, BRECKENRIDGE PROPERTY FUND 2016	CUSTOMER REFUND	\$ 43.35	
82338	GONZALEZ, GUSTAVO	CUSTOMER REFUND	\$ 227.07	
82339	Edelman, Pablo Cesar	CUSTOMER REFUND	\$ 42.61	
82340	SANCHEZ, EMMA	CUSTOMER REFUND	\$ 31.43	
82341	D.R. HORTON	CUSTOMER REFUND	\$ 20.54	
82343	D.R. HORTON	CUSTOMER REFUND	\$ 4.45	
82344	D.R. HORTON	CUSTOMER REFUND	\$ 13.12	
82345	AMAZON.COM SALES INC	PRODUCTION SUPPLIES	\$ 36.44	
82345	AMAZON.COM SALES INC	WATER QUALITY SUPPLIES	\$ 206.82	
82345	AMAZON.COM SALES INC	WATER QUALITY SUPPLIES	\$ 124.98	
82345	AMAZON.COM SALES INC	SHOP SUPPLIES	\$ 193.92	
82345	AMAZON.COM SALES INC	SHOP SUPPLIES	\$ 250.16	
82345	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 499.74	
82345	AMAZON.COM SALES INC	COMPUTER SUPPLIES	\$ 622.80	
82345	AMAZON.COM SALES INC	COMPUTER SUPPLIES	\$ 546.34	
82345	AMAZON.COM SALES INC	COMPUTER SUPPLIES	\$ 447.15	
82345	AMAZON.COM SALES INC	Magocard 600 Dual Sided ID Card Printer & Supplies	\$ 2,625.87	
82346	ASBCSD	MEMBER MTG HAWKINS/MOORE	\$ 40.00	
82346	ASBCSD	MEMBER MTG HAWKINS/MOORE	\$ 40.00	
82347	CINTAS CORPORATION	JANITORIAL SERVICES	\$ 114.65	
82347	CINTAS CORPORATION	JANITORIAL SERVICES	\$ 181.10	
82348	CLIFTON LARSON ALLEN	Treasurer Service-MAY 2022	\$ 2,625.00	
82349	CONVERGEONE, INC	Cisco SMARTnet Renewal -WVWD AMP ASA	\$ 2,340.00	
82349	CONVERGEONE, INC	Cisco SMARTnet Renewal -WVWD AMP ASA	\$ 1,147.89	
82350	DLT SOLUTIONS LLC	Autocad LT 2022 Anual Lic	\$ 1,352.40	
82351	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 271.75	
82351	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 864.16	
82351	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 360.49	
82351	FERGUSON ENTERPRISES INC # 677	Stock Order 02/15/22	\$ 181.86	
82352	FISH WINDOW CLEANING	JANITORIAL SERVICES	\$ 52.00	
82353	GHD INC	Professional Engineering Services Roemer Expansion		\$ 16,612.72
82353	GHD INC	Professional Engineering Services Roemer Expansion		\$ 39,051.51
82354	GRAINGER INC	PRODUCTION SUPPLIES	\$ 94.43	

**WEST VALLEY WATER DISTRICT**

## CASH DISBURSEMENT REPORT

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<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
82354	GRAINGER INC	ROEMER SUPPLIES	\$ 380.27	
82355	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 482.72	
82355	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 107.66	
82355	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 183.79	
82356	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 70.49	
82357	MINUTEMAN PRESS OF RANCHO CUCAMONGA	Water Quality Report Notification Post Card	\$ 3,938.68	
82357	MINUTEMAN PRESS OF RANCHO CUCAMONGA	Postage for 2021 Water Quality Report	\$ 4,435.18	
82357	MINUTEMAN PRESS OF RANCHO CUCAMONGA	NOV 2021 MONTHLY REPORT	\$ 4,986.67	
82357	MINUTEMAN PRESS OF RANCHO CUCAMONGA	2022 CALENDARS-GRAPHIC DESIGN	\$ 4,890.77	
82357	MINUTEMAN PRESS OF RANCHO CUCAMONGA	MARCH 2022 MONTHLY REPORT	\$ 4,986.67	
82358	ORANGE COAST PETROLEUM EQUIPMENT INC	Annual AQMD Testing of Gasoline Tank	\$ 942.82	
82358	ORANGE COAST PETROLEUM EQUIPMENT INC	Annual AQMD Testing of Gasoline Tank	\$ 645.00	
82359	O'REILLY AUTO PARTS	VEHICLE MAINT-UNT#214	\$ 140.46	
82360	R&S OVERHEAD DOORS OF INLAND EMPIRE INC	Emergency Rollup Door Motor Replacement	\$ 2,335.63	
82361	RIALTO PRINT COMPANY	SHOP SUPPLIES	\$ 412.90	
82361	RIALTO PRINT COMPANY	SHOP SUPPLIES	\$ 387.90	
82362	RIALTO WATER SERVICES	ROEMER SEWER SVC	\$ 67.17	
82363	SMG RANCHO CUCAMONGA PREMIER FOOD SERVICE	CELEBRATION HALL RENTAL	\$ 1,000.00	
82364	SO CALIFORNIA EDISON	BLF ELECTRICITY	\$ 138.96	
82364	SO CALIFORNIA EDISON	WELLS 41/36 ELECTRICITY	\$ 6,725.95	
82364	SO CALIFORNIA EDISON	WELL#17 ELECTRICITY	\$ 391.89	
82365	SOLID WASTE MANAGEMENT DIVISION	SLUDGE DISPOSAL FEES-5/3/22-5/11/22	\$ 19,137.12	
82366	SOUTH COAST AQMD	PERMIT FEES-10247930	\$ 468.76	
82366	SOUTH COAST AQMD	PERMIT FEES-10249134	\$ 468.76	
82366	SOUTH COAST AQMD	EMISSIONS FEES-10249731	\$ 151.85	
82366	SOUTH COAST AQMD	EMISSIONS FEES-10250375	\$ 151.85	
82367	THE HAWKINS COMPANY	Executive Recruitment Services for CFO	\$ 10,000.00	
82368	UPS	SHIPPING FEES	\$ 45.54	
82368	UPS	SHIPPING FEES	\$ 2.73	
82369	WHITE CAP CONSTRUCTION SUPPLY	MAINTENANCE SUPPLIES	\$ 3,259.44	
82369	WHITE CAP CONSTRUCTION SUPPLY	MAINTENANCE SUPPLIES	\$ 1,865.28	
82370	YO FIRE	Angle Valves Merlin Project	\$ 937.43	
82370	YO FIRE	Parts for Merlin Project	\$ 47.41	
82370	YO FIRE	Parts for Merlin Project	\$ 226.28	
82370	YO FIRE	Parts for Merlin Project	\$ 25.86	
82370	YO FIRE	Parts for Merlin Project	\$ 857.69	
SUBTOTALS			\$ 1,978,086.76	\$ 237,559.25
<b>GRAND TOTAL</b>			<b>\$ 2,215,646.01</b>	

**WEST VALLEY WATER DISTRICT  
PAYROLL GROSS WAGES  
FISCAL YEAR 2021 - 2022**

<b>Report Month</b>	<b>Description</b>	<b>From</b>	<b>To</b>	<b>Gross Wages Paid</b>
July 2021	Pay Period #13	06/11/21	06/25/21	269,046.46
July 2021	Monthly Pay Period #7	06/01/21	06/30/21	6,961.39
July 2021	Manual Check	06/26/21	06/28/21	8,291.28
July 2021	Pay Period #14	06/25/21	07/09/21	258,949.72
July 2021	Pay Period #15	07/09/21	07/23/21	272,029.81
Total for July 2021				815,278.66
August 2021	Monthly Pay Period #8	07/01/21	07/31/21	7,640.55
August 2021	Pay Period #16	07/23/21	08/06/21	261,100.42
August 2021	Pay Period #17	08/06/21	08/20/21	273,961.88
Total for August 2021				542,677.04
September 2021	Monthly Pay Period #9	08/01/21	08/30/21	6,935.94
September 2021	Pay Period #18	08/20/21	09/03/21	271,715.40
September 2021	Pay Period #19	09/03/21	09/17/21	314,831.83
Total for September 2021				593,483.17
October 2021	Monthly Pay Period #10	09/01/21	09/30/21	6,596.36
October 2021	Pay Period #20	09/17/21	10/01/21	272,577.37
October 2021	Pay Period #23 Direct Deposits	10/01/21	10/15/21	280,962.78
Total for October 2021				560,136.51
November 2021	Monthly Pay Period #11	10/01/21	10/31/21	6,337.81
November 2021	Pay Period #22	10/15/21	10/30/21	289,417.84
November 2021	Pay Period #23	10/30/21	11/12/21	363,550.44
Total for November 2021				659,306.09
December 2021	Monthly Pay Period #12	11/01/21	11/30/21	6,177.27
December 2021	Pay Period #24	11/12/21	11/26/21	287,286.94
December 2021	Pay Period #25	11/26/21	12/10/21	286,446.32
December 2021	Pay Period #26	12/10/21	12/24/21	297,613.41
Total for December 2021				877,523.94

**WEST VALLEY WATER DISTRICT  
PAYROLL GROSS WAGES  
FISCAL YEAR 2021 - 2022**

<b>Report Month</b>	<b>Description</b>	<b>From</b>	<b>To</b>	<b>Gross Wages Paid</b>
January 2022	Monthly Pay Period #1	12/01/21	12/31/21	4,866.94
January 2022	Pay Period #1	12/24/21	01/07/22	296,634.92
January 2022	Pay Period #2	01/07/22	01/21/22	313,535.84
Total for January 2022				615,037.70
February 2022	Monthly Pay Period #2	01/01/22	01/31/22	5,802.89
February 2022	Pay Period #3	01/21/22	02/04/22	311,608.29
February 2022	Pay Period #4	02/04/22	02/18/22	303,821.81
Total for February 2022				621,232.99
March 2022	Monthly Pay Period #3	02/01/22	02/28/22	7,487.60
March 2022	Manual Check	03/01/22	03/01/22	219.45
March 2022	Pay Period #5	02/18/22	03/04/22	318,340.69
March 2022	Pay Period #6	03/04/22	03/18/22	318,690.97
Total for March 2022				644,738.71
April 2022	Monthly Pay Period #4	03/01/22	03/31/22	8,797.93
April 2022	Pay Period #7	03/18/22	04/01/22	303,682.40
April 2022	Pay Period #8	04/01/22	04/15/22	295,431.92
April 2022	Manual Check	04/02/22	04/22/22	14,466.61
Total for April 2022				622,378.86
May 2022	Monthly Pay Period #5	04/01/22	04/30/22	9,172.31
May 2022	Pay Period #9	04/15/22	04/29/22	294,141.90
May 2022	Manual Check	04/15/22	04/29/22	4,022.23
May 2022	Pay Period #10	04/29/22	05/13/22	292,773.62
May 2022	Manual Check	05/27/22	05/27/22	201,049.33
Total for May 2022				801,159.39
June 2022	Pay Period #11	05/13/22	05/27/22	301,825.24
June 2022	Monthly Pay Period #6	05/01/20	05/31/20	8,797.93
June 2022	Pay Period #12	05/27/22	06/10/22	367,310.84
June 2022	Pay Period #13	06/10/22	06/24/22	308,538.88
June 2022	Manual Payroll	06/24/22	06/30/22	42,815.39
Total for June 2022				1,029,288.28

**WEST VALLEY WATER DISTRICT  
EFT AND PAYROLL ITEMS  
JUNE 2022**

Date	Item	Check No. or EFT	Amount
06/02/22	Pay Period #11	8860	228.21
06/09/22	Monthly Pay Period #6	none	
06/16/22	Pay Period #12	8861	178.12
06/30/22	Pay Period #13	8862	300.00
06/30/22	Manual Payroll DD	none	
	<b>Total Checks</b>		<u><u>706.33</u></u>
06/02/22	Pay Period #11 Direct Deposits	EFT	202,104.82
06/02/22	Federal Tax Withheld Social Security & Medicare	EFT	76,775.43
06/02/22	State Tax Withheld and State Disability Insurance	EFT	15,450.72
06/02/22	Lincoln Deferred Compensation Withheld	EFT	16,040.36
06/02/22	Lincoln - Employer Match Benefit	EFT	3,575.00
06/02/22	Nationwide Deferred Compensation Withheld	EFT	2,842.00
06/02/22	Nationwide - Employer Match Benefit	EFT	700.00
06/02/22	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	28,709.03
06/02/22	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	16,670.26
06/02/22	California State Disbursement	EFT	1,050.46
06/02/22	California Employment Development Department	EFT	100.02
06/09/22	Monthly Pay Period #6 Direct Deposits	EFT	7,668.88
06/09/22	Federal Tax Withheld Social Security & Medicare	EFT	1,708.14
06/09/22	State Tax Withheld and State Disability Insurance	EFT	113.28
06/16/22	Pay Period #12 Direct Deposits	EFT	245,178.17
06/16/22	Federal Tax Withheld Social Security & Medicare	EFT	98,869.87
06/16/22	State Tax Withheld and State Disability Insurance	EFT	20,879.53
06/16/22	Lincoln Deferred Compensation Withheld	EFT	15,725.93
06/16/22	Lincoln - Employer Match Benefit	EFT	3,575.00
06/16/22	Nationwide Deferred Compensation Withheld	EFT	2,842.00
06/16/22	Nationwide - Employer Match Benefit	EFT	700.00
06/16/22	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	29,517.73
06/16/22	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	16,686.74
06/16/22	California State Disbursement	EFT	1,050.46
06/30/22	Pay Period #13 Direct Deposits		209,073.13
06/30/22	Federal Tax Withheld Social Security & Medicare	EFT	78,844.68
06/30/22	State Tax Withheld and State Disability Insurance	EFT	16,262.27
06/30/22	Lincoln Deferred Compensation Withheld	EFT	15,963.26
06/30/22	Lincoln - Employer Match Benefit	EFT	3,575.00
06/30/22	Nationwide Deferred Compensation Withheld	EFT	2,692.00
06/30/22	Nationwide - Employer Match Benefit	EFT	625.00
06/30/22	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	29,675.78
06/30/22	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	16,072.72
06/30/22	California State Disbursement	EFT	1,050.46
06/30/22	Manual Payroll Direct Deposit		41,809.23
06/30/22	Federal Tax Withheld Social Security & Medicare	EFT	1,626.98
	<b>Total EFT</b>		<u><u>1,225,804.34</u></u>
	<b>Grand Total Payroll Cash</b>		<u><u>1,226,510.67</u></u>



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** FUNDS TRANSFER - JUNE 2022

---

**BACKGROUND:**

In February 2020, Resolution No. 2020-8 was adopted authorizing the General Manager, Board President/Directors, and Chief Accountant, as authorized signers to access LAIF. Due to the limited access the CFO is unable to transfer funds from the District's general J.P. Morgan Chase account to investment accounts. This limitation restricts the District to maximize interest earnings because the CFO cannot imitate these transfers without Board approval. To maximize interest earnings, the CFO should be authorized to transfer funds between accounts as needed.

At the August 20, 2020 Board of Directors meeting, WVWD Board of Directors approved and authorized the Chief Financial Officer to transfer funds in/out of the District's Chase account to/from the District's investment accounts to take advantage of potential interest earnings. At this meeting the WVWD Board also requested that the CFO provides a detailed report to the Board of all transfers on a monthly basis and include this report in the monthly financial reports presented to the Board.

**FISCAL IMPACT:**

Potential interest earnings on funds invested/transferred.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve June's Transfer report.

Respectfully Submitted,

*Van Jew*

---

Van Jew, Acting General Manager

SM;jv

**ATTACHMENT(S):**

1. 2022 June Transfer Report

**MEETING HISTORY:**

07/18/22      Finance Committee      REFERRED TO BOARD

**Fund Transfer Detail June 2022**

Date	Beginning Balances	Amount
6/1/2022	Chase Gen Checking	6,282,163.94
6/1/2022	LAIF	52,435,612.90
6/21/2022	Chase- UTC Routine Checking	313,974.16

Date	Transfers	Amount
6/2/2022	Chase Gen Checking → LAIF	3,500,000.00
6/22/2022	Chase UTC Routine → Chase Gen Checking	308,973.60

Date	**Ending Balances (After Transfers)	Amount
6/30/2022	Chase Gen Checking	13,098,764.84
6/30/2022	LAIF	55,935,612.90
6/30/2022	Chase- UTC Routine Checking	5,000.56

*\*\*Ending balances may include other credits/deposits besides transfer amounts.*



**LCW** LIEBERT CASSIDY WHITMORE

A PROFESSIONAL LAW CORPORATION

6033 W. Century Boulevard  
5<sup>th</sup> Floor  
Los Angeles, CA 90045  
310-981-2000  
Fed. Tax I.D. #95-3658973

**West Valley Water District**  
**Haydee Sainz**  
**Human Resources & Risk Management Manager**  
**hsainz@wvwd.org**

*Handwritten signature: H.S. 8/1/22*

Attorney - Client Privilege

Invoice 220803  
May 31, 2022

Client/Matter No.: WE126-00001  
Re: General

**Billing Summary**

<b>Total Fees</b>	<b>\$4,010.50</b>
<b>Total Costs</b>	<b>\$0.00</b>
<b>Total Charges</b>	<b>\$4,010.50</b>

**LCW** LIEBERT CASSIDY WHITMORE

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6033 W. Century Boulevard  
5<sup>th</sup> Floor  
Los Angeles, CA 90045  
310-981-2000  
Fed. Tax I.D. #95-3658973

**West Valley Water District**  
**Haydee Sainz**  
**Human Resources & Risk Management Manager**  
**hsainz@wvwd.org**

Invoice 222540  
June 30, 2022

Client/Matter No.: WE126-00001  
Re: General

**Billing Summary**

<b>Total Fees</b>	\$1,212.00
<b>Total Costs</b>	\$0.00
<b>Total Charges</b>	<u>\$1,212.00</u>

*Handwritten:* MWT 8/11/22 JS  
Attorney - Client Privilege

**LEAL ■ TREJO**  
ATTORNEYS AT LAW  
A PROFESSIONAL CORPORATION

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3767 WORSHAM AVENUE  
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*Handwritten notes in a blue circle:*  
JK  
MT  
8/1/22

July 18, 2022

General Manager  
West Valley Water District  
855 W. Base Line Road  
Rialto, CA 92376

**Re: Professional Services Rendered through February 2022 for West Valley Water District – Legal matters.**

Dear General Manager:

Enclosed is the statements for general legal services rendered by Leal ■ Trejo APC under our agreement for services with the Water District. Please find below a summary of the statements submitted to you for review and payment.

Zavala	Inv. No. 18811	4,290.00
IE WORKS	Inv. No. 18810	5,730.00

**TOTAL: \$ 10,020.00**

Kindly make your check payable to Leal ■ Trejo APC, forwarding the same directly to the undersigned. Should you have any questions, please feel free to contact our office.

Very truly yours,  
LEAL ■ TREJO APC

*Handwritten signature of H. Francisco Leal*  
H. Francisco Leal

HFL/meg  
Enclosures

**LEAL ■ TREJO**  
ATTORNEYS AT LAW  
A PROFESSIONAL CORPORATION

H. FRANCISCO LEAL  
WILLIAM J. TREJO  
MARIBEL S. MEDINA  
DAVID J. ALVAREZ  
MICHAEL E. WOLFSOHN  
DENISE A. MARTINEZ  
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*[Handwritten signature]*  
*[Handwritten initials]*  
*[Handwritten date: 8/11/22]*

July 18, 2022

General Manager  
West Valley Water District  
855 W. Base Line Road  
Rialto, CA 92376

**Re: Professional Services Rendered through March 2022 for West Valley Water District – Legal matters.**

Dear General Manager:

Enclosed is the statements for general legal services rendered by Leal ■ Trejo APC under our agreement for services with the Water District. Please find below a summary of the statements submitted to you for review and payment.

General / Personnel	Inv. No. 18880	17,750.00
IE WORKS	Inv. No. 18881	4,192.50
Zavala	Inv. No. 18882	6,475.00
Expenses	Inv. No. 18558	700.98

**TOTAL: \$ 29,118.48**

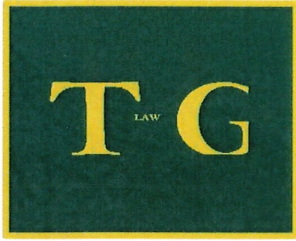
Kindly make your check payable to Leal ■ Trejo APC, forwarding the same directly to the undersigned. Should you have any questions, please feel free to contact our office.

Very truly yours,  
LEAL ■ TREJO APC

*[Handwritten signature: Francisco Leal]*

H. Francisco Leal

HFL/meg  
Enclosures



## TAFUYA LAW GROUP, APC

316 W. 2nd St. • Suite 200  
Los Angeles, CA 90012  
Office 213.617.0600

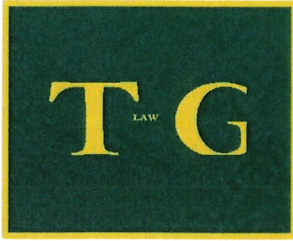
**Statement No.:** 22-1006  
**Date:** June 2022  
**Billing Period:** June 1, 2022-June 30, 2022

*Bill to:* West Valley Water District  
855 West Base Line Road  
Rialto, California 92376

### *PROFESSIONAL SERVICES*

<b>Total Fees for June 2022:</b>	\$	23,460.00
<b>Total Costs for June 2022:</b>	\$	<u>          -</u>
<b>Total for June 2022:</b>	\$	23,460.00

*[Handwritten Signature]*  
8/1/22



**TAFOYA LAW**  
**GROUP, APC**

316 W. 2nd St. • Suite 200  
 Los Angeles, CA 90012  
 Office 213.617.0600

**Statement No.:** 22-1007  
**Date:** July 2022  
**Billing Period:** July 1, 2022-July 31, 2022

*Bill to:* West Valley Water District  
 855 West Base Line Road  
 Rialto, California 92376

***PROFESSIONAL SERVICES***

<b>Total Fees for July 2022:</b>	\$ 20,079.00
<b>Total Costs for July 2022:</b>	<u>\$ -</u>
<b>Total for July 2022:</b>	\$ 20,079.00

*[Handwritten signature]*  
 8/1/22



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 4, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** PUBLIC AFFAIRS 2022 PLAN OF ACTION

---

**BACKGROUND:**

At the beginning of 2022, the Public Affairs Department created the attached Plan of Action to act as a framework to help guide the department throughout the remainder of the calendar year. The Plan of Action works to identify events, programs and other community or water district events, formulate a timeline for outreach and education and determine what resources are needed to complete the tasks. Events, programs and other items included in the Plan of Action are subject to change, dependent on staffing, priority events or unforeseen circumstances.

The Plan of Action was reviewed and approved by the External Affairs Committee, who recommended it be forwarded to the Board of Directors as an informational item.

**DISCUSSION:**

Staff has prepared a PowerPoint presentation regarding the Public Affairs Department Plan of Action.

**FISCAL IMPACT:**

The approved Fiscal Year 2022-23 Budget has adequate funds to implement the Public Affairs Department's Plan of Action.

**STAFF RECOMMENDATION:**

This item is for information only.

Respectfully Submitted,

*Van Jew*

---

Van Jew, Acting General Manager

VJ/sp

**ATTACHMENT(S):**

1. Public Affairs Plan of Action\_August 2022





# PUBLIC AFFAIRS DEPARTMENT PLAN OF ACTION

August 4, 2022

# Table of Contents



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# Plan Highlights

Over the next several months, the West Valley Water District Public Affairs Department will focus on strengthening communication between the organization and its ratepayers.

Our communications efforts will focus on:

## Goals

*Community Outreach & Public Affairs:*

- Increase community engagement by regularly attending community events and meetings.
- Offer ratepayers water education workshops throughout the year.
- Collaborate with various water district departments to increase social media followers and engagement.
- Identify, attend and host community groups (i.e. Rotary Clubs, Kiwanis and student groups) to provide them with water education and resources that encourage lifelong water conservation habits.
- Create a high-efficiency landscaping contest for February of 2023.
- Identify and engage a second school for an Inland Solar Challenge sponsorship in 2023.

*Government & Legislative Affairs:*

- Submit board-approved letters to relevant officials and government organizations regarding legislative or policy priorities under consideration.
- Attend relevant city council meetings to provide updates to board members and staff.
- Increase engagement with ACWA and other water-industry and policy-related organizations to increase WVWD legislative influence.
- Join ACWA's communication, federal affairs and state legislative affairs committees.

## Core Messages

**Infrastructure:** West Valley Water District will continue to invest in our communities by improving water infrastructure to accommodate the needs of our growing population.

**Sustainability/Conservation:** West Valley Water District encourages water sustainability and conservation awareness to instill lifelong habits that help reduce water consumption and bills.

**Advocacy:** West Valley Water District engages with federal, state and local officials to advocate on behalf of the community and secure funding for local infrastructure, priorities and projects.

**Community Engagement:** West Valley Water District is building on its efforts to engage the community both online and in-person and make every resource available to the public.

**Job Opportunities:** West Valley Water District will continue to create local career opportunities and apprenticeship programs that help sustain a regional pipeline of qualified water industry professionals.

# Department Events

## April

**Date(s):** April 18 – 22

**Event:** Earth Week

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Sustainability/Conservation

**Objective:** WVWD will celebrate Earth Week with a series of events focused on increasing water conservation awareness. WVWD will provide educational, conservation awareness resources for ratepayers and community youth and also publish social media posts that highlight the importance of WVWD employees' work and facilities. WVWD will also hold an Earth Week video contest to generate pro-conservation social media content.

**Target Audience:** K-6 students and teachers, ratepayers

**Outreach:** WVWD will send letters to elementary school principals in each district to solicit greater participation in WVWD events. WVWD will also publish social media posts targeted towards ratepayers to promote events and water-saving measures.

**Campaign:** In late March, WVWD will send a letter to local school principals and follow up with in-person visits to each school for face-to-face discussions. After these discussions, WVWD will deliver educational kits and consent forms to participating schools. In addition to the in-person classroom activities, WVWD will conduct a video contest and ask students to submit a 15-second video that describes the importance of water conservation. From the student submissions, WVWD will select the three best entries and award them with \$50 Target store gift cards. WVWD will also recognize the winners at a board meeting and feature them on the agency's social media accounts. WVWD will also select and highlight some of the submissions on social media platforms for later WVWD events.

**Date(s):** April 19

**Event:** State of the Water District

**Event Lead(s):** Socorro Pantaleon and Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** WVWD will provide ratepayers and the public with an annual update on WVWD developments over the past year and on future projects and programs.

**Target Audience:** Ratepayers and the local public.

**Outreach:** WVWD will inform ratepayers of the live-streamed event via a news release, social media posts and an article in the April WVWD newsletter.

**Campaign:** WVWD will publish social media posts, send mail to ratepayers, include an article in the April newsletter and issue a news release to notify the media.



**Date(s):** April 20 (English), April 27 (Spanish)

**Event:** Virtual Landscape Class #1

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Sustainability/Conservation

**Objective:** WWWD will provide this free class to ratepayers to increase awareness for Earth Day, WWWD activities and water efficient landscaping.

**Target Audience:** Ratepayers

**Outreach:** WWWD will place advertisements on local city TV channels (i.e. KFON and Rialto Network), publish social media posts and include an article in the April newsletter.

**Campaign:** WWWD will initially market the landscaping classes in the April newsletter. WWWD will design and issue digital flyers for the classes and send them to the aforementioned TV stations. WWWD will also use the flyers to produce social media posts for Facebook, Instagram and Twitter. If funding is available, WWWD will also promote the social media posts as targeted advertisements. WWWD will also issue a link to allow ratepayers to register for the event via EventBrite and provide incentives for participation through a raffle with prizes.

# May

**Date(s):** May 12

**Event:** WVWD Career Fair Open House

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Job Opportunities

**Objective:** WVWD will host a career fair open house to encourage local high school sophomores and juniors with a STEM background to consider careers in the water industry. This opportunity will allow students to interact with and learn from WVWD staff.

**Target Audience:** Local high school sophomore and juniors

**Outreach:** WVWD will send letters and emails to high school principals and teachers, school board members and superintendents within district boundaries to secure school participation for the event.

Campaign the weeks leading up to the event, WVWD will publish social media posts on Facebook, LinkedIn, Twitter and Instagram and tag participating schools to raise student awareness. WVWD will issue a media advisory that includes a list of the confirmed, participating schools to secure local media coverage for the event. WVWD will also collect videos and photos from the event for future social media posts promoting water industry careers. After the event, WVWD will publish an article in the June newsletter and social media posts about the event.

**Date(s):** May 13

**Event:** Spring Leadership Roundtable

**Event Lead(s):** Socorro Pantaleon

**Core Message:** Advocacy

**Objective:** WVWD will host federal, state and local officials and staff to update them on WVWD water and infrastructure priorities. WVWD will also highlight its apprenticeship and internship programs to secure more grant and government funds.

**Target Audience:** Federal, state and local officials

**Outreach:** WVWD will send letters to relevant elected and appointed officials to inform them of the event. WVWD will issue a media advisory and news release to generate news coverage of the event.

**Campaign:** WVWD will draft and send invitation letters to officials and use the list of confirmed attendees to issue a media advisory and secure media coverage. Using quotes from officials who attended the event, WVWD will publish a news release and social media posts to promote the event's success and WVWD's integral role in securing critical public funds.

**Date(s):** May 17 – 18

**Event:** California Special Districts Association (CSDA) Legislative Days

**Event Lead(s):** Socorro Pantaleon

**Core Message:** Advocacy

**Objective:** On issues from sustainability to workforce development, WVWD will advocate on behalf of WVWD communities for funds for local priorities at the state level.

**Target Audience:** Ratepayers

**Outreach:** WVWD will coordinate with its state lobbyist to ensure meetings with local legislators are scheduled to identify new opportunities to improve services for our ratepayers.

**Campaign:** During and after the event, WVWD will publish social media posts that describe staff participation.

**Date(s):** May 18 (English), May 25 (Spanish)

**Event:** Virtual Landscape Class #2

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Sustainability/Conservation & Community Engagement

**Objective:** WWWD will provide a free class to ratepayers that increases visibility for WWWD and awareness for water-efficient landscaping options.

**Target Audience:** Ratepayers

**Outreach:** WWWD will publish social media posts, send mail to ratepayers and notify them about the event in the May newsletter.

**Campaign:** WWWD will initially promote the landscaping classes in the May newsletter. After WWWD designs digital flyers for the event, WWWD will use the flyers to produce social media posts for WWWD and the Inland Empire Resource Conservation District (IERCD). If funding is available, WWWD will promote the posts on social media through targeted advertisements. WWWD will also issue a link to allow ratepayers to register for the event via EventBrite.

**Date(s):** May 20 - 22

**Event:** Inland Solar Challenge

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** WVWD, which has participated in the Inland Solar Challenge (ISC) for over 10 years, will continue to work with neighboring agencies and the San Bernardino Valley Municipal Water District to promote team building and problem solving through sponsoring Rialto High School (RHS) students, who will design and race solar-powered boats.

**Target Audience:** General Public, RHS students

**Outreach:** WVWD will work with RHS leadership and the ISC committee to promote WVWD's sponsorship via social media posts.

Campaign: WVWD will reach out to RHS staff to determine what sponsored supplies students need to participate in the event. WVWD will publish RHS team updates on social media channels, including an update on their performance in the race and a recap of the event. WVWD will also recognize the RHS team at a board meeting and highlight the meeting in another social media post.

# June



**Date(s):** June

**Event:** Water Quality Report

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** Ensure the publication and notification to the public of the 2021 Water Quality Report under the guidelines of the California State Water Resources Control Board and the Environmental Protection Agency.

**Target Audience:** Ratepayers

**Outreach:** WVWD will work with the Water Quality Division to create, edit, publish and distribute information regarding the 2021 Water Quality Report. Staff will utilize postcards to notify ratepayers of the publication, as well as post to social media channels. The public affairs department will work with WVWD staff to translate the report to Spanish and post both versions to the WVWD website.

**July**

**Date(s):** July

**Event:** Smart Irrigation Month

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Sustainability/ Conservation

**Objective:** WWWD staff will highlight the importance of water-saving devices, available rebates and other WWWD programs in recognition of Smart Irrigation Month

**Target Audience:** General Public

**Outreach:** WWWD will work with the Customer Service Department to provide free resources to ratepayers, including no-cost conservation items. Staff will utilize social media channels to broadcast messages about smart irrigation month tips, available rebates and other program available to ratepayers.

**Date(s):** July 7

**Event:** Board Meeting Recognizing Inland Solar Challenge Participants

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** Promote WWWD's image as a community pillar by recognizing the WWWD-sponsored Rialto High School (RHS) Inland Solar Challenge (ISC) team at a WWWD board meeting.

**Target Audience:** Ratepayers

**Outreach:** WWWD will publish social media posts several days before and the day of the board meeting that invite the public to participate.

**Campaign:** [Please see the earlier ISC event for details on the overall campaign.] After the boat race and at least one week before the meeting, WWWD will contact the RHS team and ask them to prepare to share ISC experiences with WWWD. WWWD will publish social media posts before the event to encourage public participation. After the event, WWWD will use photos and videos from the event for social media posts and recognize the participating students. WWWD will also use student testimonies for a July newsletter article.

**Date(s):** July 12 - 14

**Event:** Association of California Water Agencies' Annual Washington, D.C. Conference

**Event Lead(s):** Socorro Pantaleon

**Core Message:** Advocacy

**Objective:** WVWD will attend this industry-wide event to develop relationships with other water agencies and advocate on behalf of ratepayers for critical WVWD projects at the federal level.

**Target Audience:** Federal representatives and agencies

Outreach: WVWD will work with its lobbyist to meet with federal government officials to secure support and funding for WVWD projects.

**Date(s):** July 21

**Event:** Customer Service Lobby Ribbon Cutting

**Event Lead(s):** Mary Jo Hartley and Socorro Pantaleon

**Core Message:** Community Engagement

**Objective:** WVWD will promote its emphasis on customer service by celebrating the grand opening of its customer service lobby.

**Target Audience:** Local media and elected officials

**Outreach:** WVWD will invite local leaders to the event through letters and emails. WVWD will secure news coverage of the event through a media advisory and news release.

**Campaign:** Several weeks before the event, WVWD will send invitations to local leaders and elected officials. WVWD will list the confirmed attendees in the media advisory to maximize event coverage. During the event, WVWD will collect testimonials, photographs and videos for social media posts. WVWD will also issue a news release and publish an article in the August newsletter touting the event.

# August

**Date(s):** August 23

**Event:** Initial Outreach for WVWD's Annual Conservation Calendar Contest

**Event Lead(s):** Socorro Pantaleon and Mary Jo Hartley

**Core Message:** Sustainability/Conservation & Community Engagement

**Objective:** WVWD will reach out to school principals and teachers for K-6 students in the region to secure greater participation in its annual conservation calendar contest. This will help enhance community engagement and deliver some water savings as more students (and future ratepayers) learn to be water conservation conscious.

**Target Audience:** Principals and schoolteachers for K-6 students

**Outreach:** WVWD will send letters and emails to principals and teachers to secure verbal participation agreements. WVWD staff will also make presentations at school board meetings to help encourage greater participation.

**Campaign:** WVWD will make presentations at school board meetings to encourage schools in their district to participate in the contest. If possible, WVWD will use positive comments from school board members in letters and emails to principals and teachers that promote student participation. Following this correspondence, WVWD staff will deliver contest materials, instructions and rules to each participating classroom or school. Prior to the submission deadline (September 23), WVWD will encourage greater participation in the contest in a September newsletter article and several social media posts. Staff will provide teachers with the necessary items to participate. After students complete their posters, staff will collect them and each board and staff member may vote for their top 12.



# September

**Date(s):** September 10

**Event:** Water Education Community Workshop

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Sustainability/Conservation & Community Engagement

**Objective:** WVWD will educate the community on various water industry topics.

**Target Audience:** Ratepayers

**Outreach:** WVWD will publish social media posts, send mail to ratepayers and notify them of the event in the September newsletter.

**Campaign:** WVWD will initially promote the workshop in the August newsletter, which is mailed to ratepayers. After WVWD designs digital flyers for the event, WVWD will use the design and information in the flyer to produce social media posts. WVWD will also create a link to allow ratepayers to register for the event via EventBrite. If funding is available, WVWD will promote the posts on social media through targeted advertisements.

# October

**Date:** October (Dependent on Engineering schedule)

**Event:** Oliver P. Roemer Water Filtration Community Open House (Water Quality Month)

**Event Lead(s):** Socorro Pantaleon and Mary Jo Hartley

**Core Message:** Infrastructure & Community Engagement

**Objective:** WWWD will promote water quality and sustainability by hosting an open house event at WWWD headquarters to discuss the new Roemer facility and how it will support greater sustainability and improved local water use.

**Target Audience:** Ratepayers

**Outreach:** WWWD will publish an article in the August newsletter and social media posts promoting the event. WWWD will also issue a news release before the event to garner media coverage.

**Campaign:** WWWD will publish an article in the August newsletter informing ratepayers of the event. WWWD will also publish social media posts ahead of the event to encourage public participation. If funds are available, WWWD will run targeted social media ads to audiences within the region. WWWD will also track participation and registrants through Eventbrite. WWWD will collect photographs, videos and testimonies from the event and use them for social media posts and a newsletter article.

**Date(s):** Pending ACWA announcement of dates

**Event:** California Water Professionals Appreciation Week

**Event Lead(s):** Socorro Pantaleon and Mary Jo Hartley

**Core Message:** Job Opportunities

**Objective:** WVWD will promote job opportunities, as well as its water treatment and service professionals to reassure ratepayers that their water is in responsible hands.

**Target Audience:** Ratepayers, elected officials and media

**Outreach:** WVWD will issue a news release, send a letter to city officials and publish social media posts and a newsletter article.

**Campaign:** WVWD will send a letter to elected officials within the region requesting that they pass a resolution adopting Water Professionals Week similar to California legislature's official designation. WVWD will publish a news release announcing this request and recognize cities within WVWD's boundaries that adopt or initiate steps to adopt a resolution similar to the California legislature's designation. During this week, WVWD will publish daily social media posts highlighting water treatment facilities and service employees. This post will include videos from staff, which tell a story about their background and job. WVWD will also publish a story in the October newsletter to inform ratepayers about this week.

**Date(s):** October 3 - 7

**Event:** Customer Service Week

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** WWWD will humanize and promote the effectiveness of WWWD's customer service department to ratepayers by highlighting the department's employees. WWWD will also thank WWWD ratepayers for their patronage.

**Target Audience:** Ratepayers and WWWD customer service employees

**Outreach:** WWWD will highlight customer service employees, who serve as a bridge between WWWD and the public, through social media posts and an October newsletter article.

**Campaign:** WWWD will publish an extensive article in the October newsletter on the customer service department, Customer Service Week and upcoming giveaways. For each day of Customer Service Week, WWWD will publish a social media post that highlights a customer service employee.

**Date(s):** October 8

**Event:** Water Education Community Workshop

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Sustainability/Conservation & Community Engagement

**Objective:** WVWD will educate the community on various water industry topics.

**Target Audience:** Ratepayers

**Outreach:** WVWD will publish social media posts, send mail to ratepayers and notify them of the event in the September newsletter.

**Campaign:** WVWD will initially promote the workshop in the September newsletter, which is mailed to ratepayers. After WVWD designs digital flyers for the event, WVWD will use the design and information in the flyer to produce social media posts. WVWD will also create a link to allow ratepayers to register for the event via EventBrite. If funding is available, WVWD will promote the posts on social media through targeted advertisements.

**Date(s):** October 20

**Event:** Calendar Contest Winners Announcement and Board Recognition

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Sustainability/Conservation & Community Engagement

**Target Audience:** Ratepayers

**Outreach:** WVWD will contact contest winners to collect quotes and videos about water conservation and what it means to them. WVWD will use the videos and pictures to publish social media posts and a November newsletter article highlighting the contest winners and their art.

**Campaign:** WVWD will contact contest winners to collect quotes and videos about water conservation and what it means to them. WVWD will use the videos and pictures to publish social media posts and a November newsletter article highlighting the contest winners and their art. At a board meeting, WVWD will secure photographs of the winners with WVWD board members for additional social media posts.



# November

**Date(s):** November (TBD)

**Event:** Thanksgiving Food and Supply Drive

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** WVWD will partner with local charitable organizations to bolster its brand as a strong community partner.

**Target Audience:** Ratepayers and potential non-profit partners

**Outreach:** (See below)

**Campaign:** WVWD will compile a list of local charities and contact them to determine their food and supply needs for Thanksgiving. WVWD will then create two lists. First, WVWD will compile a list of supplies needed. Second, WVWD will compile a list of participating charities. WVWD will use the first list to publish a newsletter article and social media posts requesting donations from staff, ratepayers and other community members. WVWD will include the second list (of participating charities) in a media advisory to local media. On the day of the event, WVWD will collect photos, videos and testimonies from food drive participants and beneficiaries for potential newsletter articles and social media posts.

**Date(s):** November 19

**Event:** Water Education Community Workshop

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** WVWD will educate the community on a specific water industry issue.

**Target Audience:** Ratepayers

**Outreach:** WVWD will publish social media posts, send mail to ratepayers and notify them of the event in the November newsletter.

Campaign: WVWD will initially promote the workshop in the October newsletter, which is mailed to ratepayers. After WVWD designs digital flyers for the event, WVWD will use the design and information in the flyer to produce social media posts. WVWD will also create a link to allow ratepayers to register for the event via EventBrite. If funding is available, WVWD will promote the posts on social media through targeted advertisements.

# December

**Date(s):** December 9

**Event:** Leadership Roundtable

**Event Lead(s):** Socorro Pantaleon

**Core Message:** Advocacy

**Objective:** WVWD will host incumbent and newly elected federal, state and local officials and staff to update them on WVWD water and infrastructure priorities. WVWD will also highlight its apprenticeship and internship programs to secure greater grant and legislative funding.

**Target Audience:** Federal, state and local officials

**Outreach:** WVWD will send letters to relevant elected and appointed officials to inform them of the event. WVWD will issue a media advisory and news release to generate news coverage of the event.

**Campaign:** WVWD will draft and send invitation letters to officials and use the list of confirmed attendees to issue a media advisory and secure media coverage. Using quotes from officials who attended the event, WVWD will publish a news release and social media posts to promote the event's success and WVWD's integral role in securing critical public funds.

**Date(s):** December (TBD)

**Event:** Holiday Food and Supply Drive

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** WVWD will partner with local charitable organizations to bolster its brand as a strong community partner.

**Target Audience:** Ratepayers and potential non-profit partners

**Outreach:** (See below)

**Campaign:** WVWD will compile a list of local charities and contact them to determine their food and supply needs for the holiday season. WVWD will then create two lists. First, WVWD will compile a list of supplies needed. Second, WVWD will compile a list of participating charities. WVWD will use the first list to publish a newsletter article and social media posts requesting donations from staff, ratepayers and other community members. WVWD will include the second list (of participating charities) in a media advisory to local media. On the day of the event, WVWD will collect photos, videos and testimonies from food drive participants and beneficiaries for potential newsletter articles and social media posts.

# Identified 2023 Events

**Event:** Oliver P. Roemer Water Filtration Facility Expansion Project Groundbreaking

**Event Lead(s):** Socorro Pantaleon and Mary Jo Hartley

**Core Message:** Infrastructure & Community Engagement

**Objective:** WVWD will showcase how the organization is maintaining accountability and utilizing ratepayer funds responsibly and effectively by promoting the groundbreaking of the Roemer Facility Expansion Project, which will expand the organization's capacity to treat and distribute clean water and keep up with the Inland Empire's rapidly growing population. The event will also provide public commendation to local, state and federal officials who helped to secure funding and approvals for the project and help encourage future collaborations with WVWD.

**Target Audience:** Ratepayers and local, state and federal officials

**Outreach:** WVWD will send invitations to elected and appointed officials and publish a September newsletter article and social media posts to inform ratepayers. WVWD will also issue a media advisory and news release to help secure media coverage.

**Campaign:** WVWD will invite local, state and federal officials to the groundbreaking event. WVWD will also issue a media advisory with a list of confirmed officials to help secure media coverage. WVWD will announce the groundbreaking to ratepayers in a September newsletter article and through social media posts. On the day of the event, WVWD will collect photos, videos and interviews for social media posts recapping the event and issue a news release.



**Event:** Mascot Naming Contest

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** WVWD will launch a public contest to name its new mascot that will help strengthen brand awareness and public engagement.

Target Audience: Ratepayers and media

**Outreach:** WVWD will issue a news release and publish a social media posts and newsletter article that announces the start of the contest and the contest outcome.

**Campaign:** WVWD will publish a news release, social media post and article in the August newsletter to announce the contest. WVWD will reveal the new mascot at the Roemer open house event. During the Roemer event, WVWD will also encourage potential participants to submit mascot names. After the contest deadline (September 23), WVWD staff will select the contest winner and runner-ups, who will each receive prizes. WVWD will also publish a news release and social media posts announcing the winner.

**Event:** Website Refresh Launch (Virtual Event)

**Event Lead(s):** Mary Jo Hartley

**Core Message:** Community Engagement

**Objective:** WVWD will host an online website launch to increase awareness of the new website and provide an open forum for questions and answers.

**Target Audience:** Ratepayers

**Outreach:** WVWD will create a bill insert and publish a newsletter article and social media posts to inform ratepayers about the event. WVWD may also issue a media advisory or news release for the event.

**Campaign:** WVWD will design and publish a bill insert that will announce the new website, describe important features and provide information regarding the virtual launch. WVWD will use information from the bill insert to create social media posts. WVWD will also create an Eventbrite page that allows potential participants to attend and receive a Zoom link. During the event, WVWD staff will explain basic website functions (i.e. bill payments) and provide a website tour. After the website tutorial, WVWD will host a Q&A session. WVWD will use questions from this session to populate a website FAQ page and YouTube tutorial videos. After the event, WVWD will send a version of the news release to ACWA.

**Event:** Bloomington Alleyway Project Groundbreaking

**Event Lead(s):** Socorro Pantaleon and Mary Jo Hartley

**Core Message:** Infrastructure & Community Engagement

**Objective:** WVWD will host a groundbreaking for Phase 3B of WVWD's Bloomington Alley Pipeline Project with Congresswoman Norma Torres (CA-35) and her staff to promote WVWD's dedication to infrastructure and accountability for ratepayers.

**Target Audience:** Community leaders, media and general public

**Outreach:** WVWD will send invitations to community leaders and issue a media advisory for the groundbreaking.

**Campaign:** WVWD will send Congresswoman Torres and her staff written invitations and WVWD's board president will personally follow up with Congresswoman Torres. WVWD will send email invitations to local leaders and follow up with phone calls. WVWD will publish an August newsletter article and social media posts announcing the event. WVWD will issue a media advisory that lists the confirmed attendees to help secure media coverage for the event. After the event, WVWD will issue a news release to generate further media coverage. WVWD will also collect photographs and videos during the event to use for social media and the website. WVWD will also submit the news release to ACWA.

# **Social Media Audience Growth Campaign**

## Plans to Grow Social Media Audience

- **Identify the WVWD audience.** Understanding the needs and wants of our ratepayers and other individuals or organizations we would like to engage with our posts.
- **Posting consistently, with purpose** - Committing to posting relevant and timely information, updates and conservation tips across all social platforms, at least 3 times a week.
- **Engagement.** Engaging with relevant hashtags (e.g.#EarthDay, #GroundWaterAwareness, etc.), organizations (ACWA, IEUA, etc.) and public figures.
- **InterDepartmental Collaboration.** Collaborate with the WVWD Customer Service Team to ask ratepayers to follow us on our Facebook, Instagram, LinkedIn, Twitter and YouTube channels during positive calls.
- **Interagency collaboration.** Collaborating with relevant agencies (e.g. other water districts, water suppliers, water organizations) to create relevant content and share resources.

# 2022 Social Media Calendar

## April

April 11 – 27: Ratepayer invitation to Gardening Workshops (April 20, April 27)

April 11 – 19: Ratepayer invitation to State of the District

April 14: National Gardening Day

April 18 - 22: Earth Week

April 25 – May 12: WVWD Career Fair Open House Awareness

## May

May 2 - 6: National Drinking Water Week

May 2 – 25: Ratepayer invitation to Gardening Workshops (May 18, May 25)

May 6: Mother's Day (Sunday May 8) – Honor WVWD mothers

May 13: Career Fair Open House recap

May 20 – 22: Inland Solar Challenge

May 30: Memorial Day – Holiday Closure

## June

June 3: World Environment Day (Sun. June 5)

June 4: Inland Solar Challenge Recognition

June 8: World Ocean Day

June 6 -10: National Garden Week

June 17: Father's Day (Sun. June 19) – Honor WVWD Fathers

June 23: National Hydration Day

\*This list features district events and other water-related holidays. This is not an exhaustive list of 2022 social media content.

## July

July 1 – 30: Smart Irrigation Month Tips

July 4: Independence Day - Holiday Closure

July 23/30: Smart Irrigation Workshop and Vendor Fair

## August

August: Bloomington Alleyway Groundbreaking Recap – Date TBD

August 1-31: National Drinking Water Quality Month

August 1 – 20: Roemer Open House invitation/Mascot Naming Contest/Conservation Calendar Outreach

August 22: Roemer Open House recap

August 23 – September 1: World Water Week

## September

September 1 – 17: Ratepayer Invitation to Community Workshop

September 1 – 23: Mascot Naming Contest

September 5: Labor Day – Holiday Closure

September 6: Protect your Ground Water Day

September 12: Roemer Groundbreaking Recap

\*This list features district events and other water-related holidays. This is not an exhaustive list of 2022 social media content.



## October

October: Water Professional Appreciation Week – Dates TBD by ACWA

October 1 - 15: Ratepayer invitation to Community Workshop

October 3 - 7: Customer Service Week

October 10: Fall Leadership Roundtable Recap

October 20: Imagine a Day Without Water

October 24: Announcement of Calendar Contest Winners

## November

November: Thanksgiving Food and Supply Drive (day of and recap) – Date TBD

November 4: Daylight Savings Ends

November 11: Veteran's Day – Holiday Closure

November 19: World Toilet Day

November 21-December 3: Ratepayer invitation to community workshop

November 24 - 25: Thanksgiving – Holiday Closure

## December

December: Holiday Food and Supply Drive

December 23, 26 – Christmas Eve and Christmas Day – Holiday Closure

December 30, Jan. 2: New Year's Eve and New Year's Day observed- Holiday Closure

\*This list features district events and other water-related holidays. This is not an exhaustive list of 2022 social media content.

# Regional Involvement

**The Public Affairs Department is committed to pursuing opportunities to take part in conversations regarding water-related issues in our communities. We are currently members of the following committees:**

## **Water Education Water Awareness Committee (WEWAC)**

WEWAC's mission is to promote water-use efficiency and to increase public awareness of the importance of water in Southern California. WEWAC focuses on education in order to instill the value and importance of water-use efficiency early.

## **Basin Technical Advisory Committee (BTAC) - Conservation Subcommittee**

The Basin Technical Advisory Committee (BTAC) is comprised of retail water agencies, flood control, wholesale water agencies and other stakeholders that collectively represents nearly 1.5 million people. The BTAC works collaboratively on water-related issues and water resources management within the upper Santa Ana River Watershed.

## **Regional Conservation Workshop Meetings**

The Regional Conservation Workshop Meetings are comprised of retail water agencies under the IEUA service area to share information on educational and water saving programs, in the region.

## **Co-chairs of Inland Solar Challenge**

The mission of the Inland Solar Challenge (ISC) event is to expand the horizon of education through hands-on activities, allowing students to create innovative ideas, while providing a positive forum to implement their problem-solving and creativity skills. As co-chairs, the public affairs department will work to oversee,, the planning and implementation of the 2022-2023 ISC. Planning with the committee will begin in Late July and run until the event, which scheduled for May 19- 21, 2023.