



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 1, 2024  
CLOSED SESSION - 6:00 P.M. • OPEN SESSION – 6:30 P.M.

BOARD OF DIRECTORS

Gregory Young, President  
Daniel Jenkins, Vice President  
Angela Garcia, Director  
Kelvin Moore, Director  
Channing Hawkins, Director

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"In order to comply with legal requirements for posting of agendas, only those items filed with the Board 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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Members of the public may attend the meeting in person at 855 W. Base Line Road, Rialto, CA 92376, or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8402937790>. Public comment may be submitted via Zoom, by telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 840-293-7790, or 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**

Call to Order  
Roll Call of Board Members  
Approval of Any Board Member Requests for Remote Participation  
Pledge of Allegiance  
Opening Prayer

## **CLOSED SESSION**

Public Participation on closed session matters

**CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6**

Agency designated representatives: John Thiel, General Manager, Haydee Sainz, Human Resources Manager, Oliver Yee, Special Counsel  
Employee Groups: International Union of Operating Engineers, Local 12

**CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957**  
Public Employee Performance Evaluation - General Manager.

Report out of Closed Session

## **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 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.***

## **PRESENTATIONS - NONE**

## **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. Cash Disbursements Reports - June 2024.
2. Monthly Revenue & Expenditures Report – June 2024.
3. June 2024 Purchase Order Report.
4. Treasurer's Report - June 2024.
5. June 2024 Transfer Report.
6. Fiscal Year 2024-25 Labor and Equipment Rates.
7. Approve a Joint Community Facilities Agreement for East Sycamore Flats Tract 20407 and Adopt Resolution Approving Agreement.
8. Change Order No. 5 with PCL Construction, Inc. for the Oliver P. Roemer Water Filtration Facility Upgrade and Expansion Project.
9. Well 11 Rehabilitation.

## **BUSINESS MATTERS**

### **Consideration of:**

10. SB 1255 Public Water Systems: Water Rate Assistance Program.
11. Selection of Consulting Firm for Executive Recruitment Services - Chief Financial Officer.

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

1. Meeting Attendance Reports
2. Board Committee Reports
3. Board Members

**4. General Manager**

**5. Legal Counsel**

- Updates on current legal topics/best practice

**6. Board Secretary**

**UPCOMING MEETINGS**

- August 5, 2024 - Safety & Technology Committee Meeting at 6:00 p.m.
- August 12, 2024 - Human Resources Committee Meeting at 6:00 p.m.
- August 15, 2024 - Regular Board Meeting at 6:00 p.m.
- August 21, 2024 - Policy review & Oversight Committee Meeting at 6:00 p.m.
- August 22, 2024 - Engineering, Operations and Planning Committee Meeting at 6:00 p.m.
- August 26, 2024 - External Affairs Committee Meeting at 6:00 p.m.
- August 28, 2024 - Finance Committee Meeting at 6:00 p.m.

**UPCOMING COMMUNITY EVENTS**

- August 6 - National Night Out (Colton, Fontana, Rialto, Bloomington)
- August 8 - Supervisor Jesse Armendarez Open House
- August 9 - BIA Water Conference - Ontario CA
- August 16 - Bloomington Concerts in the Park
- September 12 - Rialto Senior Health and Wellness Expo

**UPCOMING EDUCATIONAL & TRAINING OPPORTUNITIES**

- August 13 - ACWA Region 9 Event - Information to come
- August 26 - ASBCSD Dinner - WVWD hosting
- September 9 - 12 - CSDA Annual Conference - Indian Wells
- October 4 - ACWA Region 9 Meeting & Tour - Information to come

**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 July 25, 2024.

*Elvia Dominguez*

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Elvia Dominguez, 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 Board Secretary, Elvia Dominguez, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Dominguez may be contacted by telephone at (909) 875-1804 ext. 703, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.**



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** William Fox, Chief Financial Officer  
**SUBJECT:** CASH DISBURSEMENTS REPORTS - JUNE 2024

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**MEETING HISTORY:**

07/24/24 Finance Committee REFERRED TO BOARD

**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 previous month's disbursements 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, (**Exhibit A**) and payroll Disbursements (**Exhibit B**). Payroll is processed bi-weekly and accounts payable are 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 2024 Cash Disbursement Reports.

**STAFF RECOMMENDATION:**

That the Board of Directors approve the June 2024 Cash Disbursement Reports.

**ATTACHMENT(S):**

1. Exhibit A - 2024 June Cash Disbursements Board Report
2. Exhibit B - 2024 June Cash Disbursements Payroll Board Report

# EXHIBIT A

## WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT  
JUNE 2024

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
7832	ALBERT A WEBB ASSOCIATES	Design for Alder Avenue Erosion Mitigation		\$ 9,434.60
7833	BRENNTAG PACIFIC INC	Acetic Acid for FBR Plant	\$ 13,167.62	
7834	HASA INC.	CHEMICALS-WELL# 15	\$ 354.05	
7834	HASA INC.	CHEMICALS-WELLS	\$ 192.68	
7834	HASA INC.	CHEMICALS-WELLS	\$ 144.51	
7834	HASA INC.	CHEMICALS-WELLS	\$ 240.85	
7834	HASA INC.	CHEMICALS-WELLS	\$ 289.02	
7834	HASA INC.	CHEMICALS-WELLS	\$ 397.40	
7834	HASA INC.	CHEMICALS-WELLS	\$ 674.38	
7834	HASA INC.	CHEMICALS-WELLS	\$ 481.70	
7834	HASA INC.	CHEMICALS-BLF	\$ 1,204.26	
7834	HASA INC.	CHEMICALS-WELLS	\$ 289.02	
7834	HASA INC.	CHEMICALS-WELLS	\$ 289.02	
7834	HASA INC.	CHEMICALS-WELLS	\$ 445.57	
7834	HASA INC.	CHEMICALS-WELLS	\$ 240.85	
7834	HASA INC.	CHEMICALS-WELLS	\$ 325.15	
7834	HASA INC.	CHEMICALS-WELLS	\$ 481.70	
7834	HASA INC.	CHEMICALS-WELLS	\$ 325.15	
7834	HASA INC.	CHEMICALS-WELLS	\$ 289.02	
7834	HASA INC.	CHEMICALS-WELLS	\$ 216.77	
7834	HASA INC.	CHEMICALS-WELLS	\$ 337.19	
7834	HASA INC.	CHEMICALS-WELLS	\$ 553.96	
7834	HASA INC.	CHEMICALS-WELLS	\$ 481.70	
7834	HASA INC.	CHEMICALS-WELLS	\$ 108.38	
7834	HASA INC.	CHEMICALS-WELLS	\$ 373.32	
7834	HASA INC.	CHEMICALS-BLF	\$ 1,204.26	
7834	HASA INC.	CHEMICALS-WELL#41	\$ 794.81	
7834	HASA INC.	CHEMICALS-ROEMER	\$ 5,408.68	
7835	MCDONALD ELECTRIC INC	Install Sine Wave Filter on South Well VFD	\$ 12,479.50	
7835	MCDONALD ELECTRIC INC	Install Sine Wave Filter on South Well VFD	\$ 21,813.34	
7836	SAFETY COMPLIANCE COMPANY	FIELD SAFETY MTG 4/23/24	\$ 225.00	
7836	SAFETY COMPLIANCE COMPANY	COMMITTEE SAFETY MTG 4/23/24	\$ 225.00	
7836	SAFETY COMPLIANCE COMPANY	FIELD SAFETY MTG 5/14/24	\$ 225.00	
7836	SAFETY COMPLIANCE COMPANY	OFFICE SAFETY MTG 5/14/24	\$ 200.00	
7837	SAMBA HOLDINGS INC	HR SERVICES	\$ 147.40	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER FEB 2024	\$ 2,200.00	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER-MAR 2024	\$ 2,200.00	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER FEB 2024	\$ 14,676.45	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER-MAR 2024	\$ 14,676.45	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER FEB 2024	\$ 45,027.30	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER FEB 2024	\$ (30,091.50)	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER-MAR 2024	\$ 52,065.48	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER FEB 2024	\$ 4,721.79	
7838	SB VALLEY MUNICIPAL	BASELINE FEEDER-MAR 2024	\$ 4,721.79	
7838	SB VALLEY MUNICIPAL	BLF ELECTRICITY 02/29/24-03/31/24	\$ 60,968.35	
7839	TOM DODSON & ASSOCIATES	Environmental Consulting Services for WVWD		\$ 18,347.00
7840	BEST BEST & KRIEGER LLP	LEGAL FEES-APRIL 2024	\$ 5,239.12	
7840	BEST BEST & KRIEGER LLP	LEGAL FEES-APRIL 2024	\$ 586.50	
7840	BEST BEST & KRIEGER LLP	LEGAL FEES-APRIL 2024	\$ 693.00	
7840	BEST BEST & KRIEGER LLP	LEGAL FEES-APRIL 2024	\$ 308.00	
7840	BEST BEST & KRIEGER LLP	LEGAL FEES-APRIL 2024	\$ 108.65	
7840	BEST BEST & KRIEGER LLP	LEGAL FEES-APRIL 2024	\$ 3,118.50	
7840	BEST BEST & KRIEGER LLP	LEGAL FEES-APRIL 2024	\$ 2,573.00	
7840	BEST BEST & KRIEGER LLP	LEGAL FEES-APRIL 2024	\$ 26,145.71	



## WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT  
JUNE 2024

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
7841	CHANDLER ASSET MANAGEMENT	SERVICES-MAY 2024	\$ 6,870.96	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 510.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 15.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 44.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 39.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 36.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 202.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 142.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 90.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 36.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 7.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 51.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 51.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 19.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 19.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 52.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 49.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 169.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 267.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 172.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 267.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELL#6	\$ 267.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELL#6	\$ 625.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 625.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 267.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 140.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 1,719.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 135.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 162.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 17.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 123.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 90.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 90.00	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 17.50	
7842	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 17.50	
7844	DIAMOND ENVIRONMENTAL SERVICES LP	RESTROOM RENTAL-10272 S CEDAR PL	\$ 121.16	
7844	DIAMOND ENVIRONMENTAL SERVICES LP	RESTROOM RENTAL-18451 VINEYARD AVE	\$ 121.16	
7845	FASTENAL COMPANY	SHOP SUPPLIES	\$ 67.76	
7845	FASTENAL COMPANY	SHOP SUPPLIES	\$ 884.89	
7845	FASTENAL COMPANY	SHOP SUPPLIES	\$ 442.74	
7845	FASTENAL COMPANY	SHOP SUPPLIES	\$ 563.61	
7846	HAWKINS, CHANNING	ACWA DC CONF-MEALS/TRANSPORTATION	\$ 61.53	
7847	INFOSEND INC	March 2024 Newsletter	\$ 2,256.12	
7848	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 880.50	
7848	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 3,610.50	
7849	UNIFIRST CORPORATION	JANITORIAL SERVICES-ROEMER	\$ 75.59	
7849	UNIFIRST CORPORATION	JANITORIAL SERVICES-ROEMER	\$ 75.20	
7850	WELBORN, ROCKY	RECORDS / MAPS COPIES	\$ 51.00	
7850	WELBORN, ROCKY	PARKING FEES	\$ 72.00	
7851	ABF PRINTS INC	BUSINESS CARDS-CUST SVC	\$ 70.04	
7851	ABF PRINTS INC	BUSUNESS CARDS-ROCKY WELBORN	\$ 59.26	
7852	AIR & HOSE SOURCE INC	WATER QLTY SUPPLIES	\$ 134.69	
7853	BECERRA, JESSE	SAFETY GLASSES	\$ 250.00	
7854	BOOT BARN INC	SAFETY BOOTS-ALLAN HIDALGO	\$ 155.69	

## WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT  
JUNE 2024

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
7854	BOOT BARN INC	SAFETY BOOTS-OSCAR MARQUEZ	\$ 238.12	
7854	BOOT BARN INC	SAFETY BOOTS-LIZETT SANTORO	\$ 169.43	
7855	CDW GOVERNMENT INC	Compuers and 4 G3 to G5 ms365 upgrades may 2024	\$ 4,713.92	
7855	CDW GOVERNMENT INC	Ciscoi Umbrella Security & DNS Annual Sub 2024	\$ 3,995.00	
7855	CDW GOVERNMENT INC	Ciscoi Umbrella Security & DNS Annual Sub 2024	\$ 407.46	
7856	CLIFTON LARSON ALLEN	Treasurer Services APRIL 2024	\$ 2,950.00	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 172.50	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 34.50	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 135.00	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 69.00	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 69.00	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 34.50	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 827.50	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 448.50	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 209.00	
7857	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 204.50	
7858	DC FROST ASSOCIATES INC	Parts for chain of flight	\$ 85.34	
7858	DC FROST ASSOCIATES INC	Parts for chain of flight	\$ 2,258.47	
7858	DC FROST ASSOCIATES INC	Parts for chain of flight	\$ 922.99	
7858	DC FROST ASSOCIATES INC	Parts for chain of flight	\$ 91.87	
7859	EL-CO CONTRACTORS INC	Zone 3 Bloomington Avenue Main Replacement Project	\$	16,913.45
7859	EL-CO CONTRACTORS INC	Zone 3 Bloomington Avenue Main Replacement Project	\$	257.51
7860	ELITE ROAD SERVICE & TIRE INC	Back hoe tires for 3 units	\$ 5,630.32	
7860	ELITE ROAD SERVICE & TIRE INC	Replace damaged Good Year tire on unit 223	\$ 1,090.17	
7861	FASTENAL COMPANY	SHOP SUPPLIES	\$ 373.82	
7861	FASTENAL COMPANY	SHOP SUPPLIES	\$ 914.71	
7862	GARCIA, ANGELA	MILEAGE REIMB-MAY 2024	\$ 28.94	
7863	GENERAL PUMP COMPANY INC	Well 42 Rehabilitation	\$	6,750.00
7863	GENERAL PUMP COMPANY INC	Pull & inspect booster # 3 at 5-2 Pump Station	\$ 6,072.00	
7863	GENERAL PUMP COMPANY INC	Pull and inspect Well 42	\$ 1,120.00	
7864	HACH COMPANY	Hach PM Contract	\$ 14,898.00	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 418.00	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 73.35	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 187.00	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 350.00	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 147.00	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 11.85	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 191.74	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 112.00	
7864	HACH COMPANY	Purchase of UVT analyzer accessories	\$ 75.41	
7864	HACH COMPANY	Bio-tector and EZ4000 service contract	\$ 13,821.00	
7864	HACH COMPANY	ROEMER CREDIT PO#24-0107	\$ (5,078.24)	
7864	HACH COMPANY	ROEMER SUPPLIES-CREDIT	\$ (7,596.49)	
7865	HARRINGTON INDUSTRIAL PLASTICS	PRODUCTION SUPPLIES	\$ 165.77	
7865	HARRINGTON INDUSTRIAL PLASTICS	Injection quills for wells	\$ 6,269.02	
7865	HARRINGTON INDUSTRIAL PLASTICS	ROEMER SUPPLIES	\$ 352.44	
7866	HASA INC.	CHEMICALS-WELLS	\$ 168.60	
7866	HASA INC.	CHEMICALS-WELLS	\$ 180.64	
7866	HASA INC.	CHEMICALS-WELLS	\$ 325.15	
7866	HASA INC.	CHEMICALS-WELLS	\$ 409.45	
7866	HASA INC.	CHEMICALS-BLF	\$ 963.40	
7866	HASA INC.	CHEMICALS-ROEMER	\$ 5,408.68	
7867	HAWKINS, CHANNING	MILEAGE REIMB-MAY 2024	\$ 50.38	
7867	HAWKINS, CHANNING	MILEAGE REIMB-MAY 2024	\$ 79.86	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
JUNE 2024

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
7868	INFOSEND INC	Postage/Printing for Customer Bills	\$ 4,410.33	
7868	INFOSEND INC	Postage/Printing for Customer Bills	\$ 5,479.53	
7868	INFOSEND INC	Postage/Printing for Customer Bills	\$ 9,803.11	
7869	JENKINS, DANIEL	MILEAGE REIMB-MAY 2024	\$ 24.52	
7869	JENKINS, DANIEL	MILEAGE REIMB-MAY 2024	\$ 118.72	
7870	MCMMASTER-CARR SUPPLY COMPANY	PRODUCTION SUPPLIES	\$ 269.76	
7870	MCMMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES	\$ 797.44	
7870	MCMMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES	\$ 340.96	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 176.25	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 830.88	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 68.86	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 987.25	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 832.22	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 639.04	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 979.97	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 995.08	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 274.30	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 163.77	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 511.03	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 587.47	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 373.09	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 388.25	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 713.46	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 432.76	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 264.87	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 430.09	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 742.71	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 470.47	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 649.09	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 199.81	
7870	MCMMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 998.41	
7870	MCMMASTER-CARR SUPPLY COMPANY	ENGINEERING SUPPLIES-CREDIT	\$ (92.95)	
7871	MOORE, KELVIN	MILEAGE REIMB-MAY 2024	\$ 24.79	
7871	MOORE, KELVIN	MILEAGE REIMB-MAY 2024	\$ 142.31	
7872	RECYCLED AGGREGATE MATERIALS CO INC	SHOP SUPPLIES	\$ 63.70	
7872	RECYCLED AGGREGATE MATERIALS CO INC	DISPOSAL FEES	\$ 130.00	
7873	TOM DODSON & ASSOCIATES	Environmental Consulting Services for WVWD	\$	1,035.00
7874	360 GLOBAL TECHNOLOGY LLC	PROGRAMMER SERVICES	\$ 4,340.00	
7875	ACWA /JPIA	DELTACARE DENTAL PPO	\$ 555.76	
7875	ACWA /JPIA	HEALTH INSURANCE	\$ 7,417.60	
7875	ACWA /JPIA	VISION	\$ 84.72	
7875	ACWA /JPIA	DELTACARE DENTAL HMO	\$ 699.54	
7875	ACWA /JPIA	DELTACARE DENTAL PPO	\$ 8,885.54	
7875	ACWA /JPIA	EMPLOYEE ASSISTANCE PROGRAM	\$ 205.84	
7875	ACWA /JPIA	HEALTH INSURANCE	\$ 144,852.01	
7875	ACWA /JPIA	VISION	\$ 1,757.94	
7875	ACWA /JPIA	DELTACARE DENTAL PPO	\$ 169.30	
7875	ACWA /JPIA	HEALTH INSURANCE	\$ 2,057.56	
7875	ACWA /JPIA	VISION	\$ 21.18	
7875	ACWA /JPIA	Employee Adjust	\$ 2,250.52	
7875	ACWA /JPIA	Retirees	\$ 14,879.60	
7875	ACWA /JPIA	Retirees	\$ 1,664.24	
7875	ACWA /JPIA	Retirees	\$ 508.32	
7876	AUTOMATED GATE SERVICES INC	HQ GATE MAINTENANCE	\$ 250.00	

**WEST VALLEY WATER DISTRICT**

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
7877	BOOT BARN INC	SAFETY BOOTS-SHAH NAWAZ	\$ 124.78	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 44.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 44.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 15.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 15.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 2,647.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 701.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 825.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 31.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 51.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 7.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 202.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 142.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 36.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 90.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 19.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 202.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 169.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 49.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 250.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 19.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 243.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 162.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 267.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 170.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 620.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 182.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 9.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 9.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 172.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 17.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 123.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 75.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 221.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 560.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 123.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 90.00	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 17.50	
7878	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 17.50	
7880	HILL, JAROLD D	SAFETY BOOTS BALANCE REIMB	\$ 25.00	
7881	MCMASTER-CARR SUPPLY COMPANY	PRODUCTION SUPPLIES	\$ 616.39	
7881	MCMASTER-CARR SUPPLY COMPANY	PRODUCTION SUPPLIES	\$ 804.80	
7882	MERLIN JOHNSON CONST INC.	Emergency Repair - Gate Valve Adjustment	\$	12,000.00
7883	SMITH, RYAN	SAFETY BOOTS BALANCE REIMB	\$ 25.00	
86569	LLC, Los Tres Hermanos Investments	CUSTOMER REFUND	\$ 71.31	
86570	BICKETT, LILIA	CUSTOMER REFUND	\$ 18.91	
86571	SASRE, LLC	CUSTOMER REFUND	\$ 77.97	
86572	LENNAR HOMES	CUSTOMER REFUND	\$ 2.85	
86573	NORIEGA, VERONICA	CUSTOMER REFUND	\$ 2.38	
86574	Kennard, Trevion	CUSTOMER REFUND	\$ 83.02	
86575	Ali, Zishan	CUSTOMER REFUND	\$ 29.68	
86576	LENNAR HOMES	CUSTOMER REFUND	\$ 12.67	
86577	KANG, MANI S.	CUSTOMER REFUND	\$ 54.21	
86578	LENNAR CORP	CUSTOMER REFUND	\$ 3.51	

**WEST VALLEY WATER DISTRICT**

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86579	LENNAR CORP	CUSTOMER REFUND	\$ 10.41	
86580	LENNAR CORP	CUSTOMER REFUND	\$ 14.95	
86581	LENNAR CORP	CUSTOMER REFUND	\$ 6.28	
86582	LENNAR CORP	CUSTOMER REFUND	\$ 11.72	
86583	LENNAR HOMES	CUSTOMER REFUND	\$ 42.36	
86584	LENNAR CORP	CUSTOMER REFUND	\$ 37.95	
86585	Gutierrez, Eva	CUSTOMER REFUND	\$ 20.22	
86586	STRANGE, RONALD & FLORENCE	CUSTOMER REFUND	\$ 102.35	
86587	360 GLOBAL TECHNOLOGY LLC	WEB HOSTING FEE-JULY 2024	\$ 500.00	
86588	4IMPRINT, INC	EARTH DAY SUPPLIES	\$ 610.90	
86589	ALLIANCE 2020 INC	HR SERVICES	\$ 533.67	
86590	AQUA-METRIC SALES CO	MXU order 05/01/24	\$ 73,417.83	
86591	AT&T INTERNET	INTERNET-04/25/24-05/25/24	\$ 154.44	
86592	BAVCO	WATER QUALITY SUPPLIES	\$ 123.70	
86593	BLAINE TECH SERVICES INC	Groundwater Sampling Services	\$ 303.00	
86593	BLAINE TECH SERVICES INC	Groundwater Sampling Services	\$ 2,183.00	
86594	BUILDING INDUSATRY ASSOCIATION OF SOCAL	SCWC BOOTH SPONSOR EXHIBITOR	\$ 499.00	
86595	CHARTER COMMUNICATIONS	CABLE/TELEPHONE 05/25/24-06/24/24	\$ 288.01	
86595	CHARTER COMMUNICATIONS	INTERNET 05/24/24-06/23/24	\$ 1,549.00	
86595	CHARTER COMMUNICATIONS	CABLE/TELEPHONE 05/25/24-06/24/24	\$ 132.49	
86596	COASTAL BUILDING SERVICES INC	Janitorial Services	\$ 185.00	
86596	COASTAL BUILDING SERVICES INC	Janitorial Services	\$ 2,904.00	
86596	COASTAL BUILDING SERVICES INC	Janitorial Services	\$ 489.00	
86597	CSI SERVICES, INC	Filter coating inspection	\$	1,470.00
86597	CSI SERVICES, INC	Filter coating inspection	\$	1,470.00
86598	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE 05/01/24-05/31/24	\$ 521.29	
86598	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE-05/02/24-06/01/24	\$ 137.40	
86599	EL ROD FENCE CO, INC	PRODUCTION SUPPLIES	\$ 998.00	
86600	ENVIROPROS LLC	SHOP SUPPLIES	\$ 822.86	
86600	ENVIROPROS LLC	SHOP SUPPLIES	\$ 569.00	
86601	FEDEX	MAILING FEES	\$ 52.17	
86602	FERNANDA GONZALEZ	EAL REIMBURSEMENT	\$ 1,251.42	
86603	FONTANA CHAMBER OF COMMERCE	2024 INSTALLATION DINNER SPONSORSHIP	\$ 3,000.00	
86604	GOLDEN STAR TECHNOLOGY INC	Amplifier System Renovation	\$ 3,656.54	
86605	INLAND EMPIRE UTILITIES AGENCY	SERVICES 03/01/24-03/31/24	\$ 4,378.08	
86605	INLAND EMPIRE UTILITIES AGENCY	SERVICES 3/1/24-3/31/24	\$ 981.34	
86606	LAVERNI SUICO	TURF REPLACEMENT PROJECT	\$ 480.00	
86607	MARIPOSA LANDSCAPES INC	Landscape Maintenance Services	\$ 7,445.98	
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	942.50
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	4,635.00
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	1,072.50
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	825.00
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	1,312.50
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	1,732.50
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	1,612.50
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	1,222.50
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	4,553.94
86608	MICHAEL BAKER INTERNATIONAL, INC	Developement of Construction WaterMain I10 & Cedar	\$	3,397.50
86609	NED'S OIL SALES INC	PERCHLORATE SUPPLIES	\$ 3.00	
86610	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL	HR SERVICES	\$ 528.00	
86610	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL	HR SERVICES	\$ 528.00	
86610	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL	HR SERVICES	\$ 524.00	
86610	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL	HR SERVICES	\$ 524.00	
86610	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL	HR SERVICES	\$ 1,146.00	

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86611	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	\$ 131.82	
86612	ROBERT D NIEHAUS INC	Department Impact Fee Study Update		\$ 2,280.00
86613	SO CALIFORNIA EDISON	ROEMER-04/30/24-05/29/24	\$ 43,747.40	
86614	SONSRAY MACHINERY	BACKHOE MAINTENANCE	\$ 588.20	
86615	SOURCE GRAPHICS	ENGINEERING SUPPLIES	\$ 171.54	
86616	THE PRIZM CIVIL ENGINEERS & LAND	Construct New IEUA Area Well		\$ 1,172.50
86616	THE PRIZM CIVIL ENGINEERS & LAND	Construct New IEUA Area Well		\$ 1,660.00
86617	USA BLUEBOOK	WATER QLTY CHEMICALS	\$ 926.96	
86617	USA BLUEBOOK	FBR CHEMICALS	\$ 957.25	
86617	USA BLUEBOOK	FBR CHEMICALS	\$ 984.15	
86617	USA BLUEBOOK	FBR CHEMICALS	\$ 957.25	
86618	VERIZON CONNECT FLEET USA LLC	SERVICES JUNE 2024	\$ 717.75	
86619	VERIZON WIRELESS PHONES	CELL PHONES/IPADS 04/23/24-05/22/24	\$ 5,486.09	
86619	VERIZON WIRELESS PHONES	CELL PHONES/IPADS 04/23/24-05/22/24	\$ 1,304.74	
86619	VERIZON WIRELESS PHONES	CELL PHONES/IPADS 04/23/24-05/22/24	\$ 1,190.35	
86620	YO FIRE	MAINTENANCE SUPPLIES	\$ 431.00	
86621	Alfonso, Edward	CUSTOMER REFUND	\$ 88.24	
86622	Torres, Margaret	CUSTOMER REFUND	\$ 42.72	
86623	KIM, SUSANA M. LEE & KUNHYUNG	CUSTOMER REFUND	\$ 220.80	
86624	Inc, Opendoor Labs	CUSTOMER REFUND	\$ 61.93	
86625	CARRANZA, MARLENE	CUSTOMER REFUND	\$ 69.36	
86626	GREENE, SALLY MICHELLE	CUSTOMER REFUND	\$ 23.72	
86627	2017-1 IH BORROWER L.P.	CUSTOMER REFUND	\$ 29.08	
86628	ARMENTA, ILSA GUADALUPE FAVELA	CUSTOMER REFUND	\$ 44.52	
86629	TRUST, OPENDOOR PROPERTY I	CUSTOMER REFUND	\$ 55.02	
86630	BERGH, JEFFEREY & LYNN	CUSTOMER REFUND	\$ 5.40	
86631	LENNAR HOMES	CUSTOMER REFUND	\$ 2.98	
86632	LENNAR HOMES	CUSTOMER REFUND	\$ 10.47	
86633	LENNAR HOMES	CUSTOMER REFUND	\$ 11.57	
86634	LENNAR CORP	CUSTOMER REFUND	\$ 6.21	
86635	LENNAR CORP	CUSTOMER REFUND	\$ 10.39	
86636	LENNAR CORP	CUSTOMER REFUND	\$ 2.98	
86637	LENNAR CORP	CUSTOMER REFUND	\$ 0.92	
86638	LENNAR CORP	CUSTOMER REFUND	\$ 34.65	
86639	LENNAR CORP	CUSTOMER REFUND	\$ 30.24	
86640	LENNAR CORP	CUSTOMER REFUND	\$ 30.39	
86641	Inc, Opendoor Labs	CUSTOMER REFUND	\$ 53.85	
86642	LENNAR COMMUNITIES	CUSTOMER REFUND	\$ 33.07	
86643	LENNAR COMMUNITIES	CUSTOMER REFUND	\$ 33.07	
86644	LENNAR COMMUNITIES	CUSTOMER REFUND	\$ 41.59	
86645	LENNAR COMMUNITIES	CUSTOMER REFUND	\$ 33.07	
86646	LENNAR COMMUNITIES	CUSTOMER REFUND	\$ 21.73	
86647	LENNAR HOMES	CUSTOMER REFUND	\$ 20.84	
86648	PARKWEST CONSTRUCTION CO.	CUSTOMER REFUND	\$ 3,512.71	
86649	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 330.55	
86649	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 501.13	
86649	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 232.02	
86649	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 420.18	
86650	CINTAS CORPORATION	JANITORIAL SERVICES	\$ 189.30	
86651	CITY OF JURUPA VALLEY	EP24-210 ENCROACHMENT PERMIT FEES	\$ 1,270.50	
86652	CLEANMART USA	JANITORIAL SUPPLIES	\$ 677.75	
86653	COLTON PUBLIC UTILITIES	WELL#18A 04/24/24-05/28/24	\$ 553.79	
86654	CONTROL TEMP INC	A/C MAINTENANCE	\$ 123.75	
86655	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE 05/04/24-06/03/24	\$ 264.12	

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86656	GALLAGHER BENEFIT SERVICES INC	Recruitment Services for Director of Engineering	\$ 6,250.00	
86657	GARDA CL WEST INC	ARMORED TRANSPORT MAY 2024	\$ 453.03	
86657	GARDA CL WEST INC	ARMORED TRANSPORT JUNE 2024	\$ 453.03	
86657	GARDA CL WEST INC	ARMORED TRANSPORT APRIL 2024	\$ 9.84	
86657	GARDA CL WEST INC	ARMORED TRANSPORT MAY 2024	\$ 6.56	
86658	HALLE PROPERTIES LLC	REFUNDS-CONTINGENCY/METER/VALVE	\$ 1,700.00	
86658	HALLE PROPERTIES LLC	REFUNDS-CONTINGENCY/METER/VALVE	\$ 240.00	
86658	HALLE PROPERTIES LLC	REFUNDS-CONTINGENCY/METER/VALVE	\$ 6,132.00	
86659	INLAND DESERT SECURITY	ANSWERING SERVICE	\$ 786.80	
86660	INLAND EMPIRE UTILITIES AGENCY	SERVICES 01/01/24-01/31/24	\$ 4,378.08	
86660	INLAND EMPIRE UTILITIES AGENCY	SERVICES 04/01/24-04/30/24	\$ 4,378.08	
86660	INLAND EMPIRE UTILITIES AGENCY	SERVICES 4/1/24-4/30/24	\$ 981.34	
86661	LENNAR HOMES	REFUND INV#2811	\$ 165.34	
86662	LOWES	MAINTENANCE SUPPLIES	\$ 100.99	
86663	MINUTEMAN PRESS OF RANCHO CUCAMONGA	LARGE CHECK-DRY ERASE FOAM BOARD SIGN	\$ 231.66	
86664	OLDCASTLE INFRASTRUCTURE INC	Meter Box Order 05/01/24	\$ 72,276.01	
86665	ORANGE COAST PETROLEUM EQUIPMENT INC	ANNUAL AQMD TESTING	\$ 800.00	
86666	O'REILLY AUTO PARTS	VEHICLES MAINTENANCE	\$ 9.18	
86667	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE BALANCE DUE	\$ 10.00	
86667	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE BALANCE DUE	\$ 10.00	
86667	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE BALANCE DUE	\$ 10.00	
86667	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE BALANCE DUE	\$ 10.00	
86668	SO CAL LOCKSMITH	DISTRICT MAINTENANCE	\$ 66.27	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 19,424.46	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 78,380.31	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 176,952.46	
86669	SO CALIFORNIA EDISON	SOUTH END SHOP-05/08/24-06/06/24	\$ 99.86	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 10,765.34	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 157.19	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 13,703.10	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 531.41	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 224.76	
86669	SO CALIFORNIA EDISON	VARIOUS LOCATIONS-04/30/24-05/29/24	\$ 4,015.62	
86670	THE GAS COMPANY	ROEMER GAS 05/01/24-05/31/24	\$ 14.79	
86671	BROWN, RITA	CUSTOMER REFUND	\$ 30.92	
86672	LENNAR HOMES	CUSTOMER REFUND	\$ 3.54	
86673	BROCK, LINDSEY/NICHOLAS	CUSTOMER REFUND	\$ 22.86	
86674	LENNAR CORP	CUSTOMER REFUND	\$ 22.82	
86675	LENNAR CORP	CUSTOMER REFUND	\$ 23.92	
86676	LENNAR CORP	CUSTOMER REFUND	\$ 32.44	
86677	DUNN, NOEL	CUSTOMER REFUND	\$ 2,556.71	
86678	RIALTO TREATMENT PLANT	CUSTOMER REFUND	\$ 986.02	
86679	XEBEC BUILDING COMPANY	CUSTOMER REFUND	\$ 2,626.96	
86680	AIRGAS USA LLC	PRODUCTION SUPPLIES	\$ 58.79	
86681	AMAZON.COM SALES INC	WATER QUALITY SUPPLIES	\$ 479.03	
86681	AMAZON.COM SALES INC	WATER QUALITY SUPPLIES	\$ 129.29	
86681	AMAZON.COM SALES INC	WATER QUALITY SUPPLIES	\$ 205.30	
86681	AMAZON.COM SALES INC	CUSTOMER SERVICE SUPPLIES	\$ 89.08	
86681	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 304.19	
86681	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 182.94	
86681	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 168.06	
86681	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 103.19	
86681	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 48.02	
86681	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 75.22	

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86681	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 35.40	
86681	AMAZON.COM SALES INC	ENGINEERING SUPPLIES	\$ 31.73	
86681	AMAZON.COM SALES INC	COMPUTER SUPPLIES	\$ 143.00	
86681	AMAZON.COM SALES INC	COMPUTER SUPPLIES-CREDIT	\$ (143.00)	
86681	AMAZON.COM SALES INC	COMPUTER SUPPLIES	\$ 143.00	
86681	AMAZON.COM SALES INC	COMPUTER SUPPLIES	\$ 1,418.64	
86681	AMAZON.COM SALES INC	Computer Supplies May 2024	\$ 98.50	
86681	AMAZON.COM SALES INC	Computer Supplies May 2024	\$ 51.68	
86681	AMAZON.COM SALES INC	Computer Supplies May 2024	\$ 53.82	
86681	AMAZON.COM SALES INC	Computer Supplies May 2024	\$ 580.64	
86682	AQUA-METRIC SALES CO	Stock Order 5/30/24	\$ 62,791.32	
86683	AQUATIC INFORMATICS INC	WATER TRAX DATA MGMT SOFTWARE MAINT	\$ 12,827.27	
86684	CALIFORNIA STRATEGIES & ADVOCACY LLC	State Lobbyist-APRIL 2024	\$ 12,500.00	
86684	CALIFORNIA STRATEGIES & ADVOCACY LLC	State Lobbyist-MAY 2024	\$ 12,500.00	
86685	CHAFFEY COLLEGE FOUNDATION	STUDENT ID:0943317 2024 WVWD SCHOLARSHIP	\$ 1,000.00	
86686	CITY OF RIALTO	UTILITY USER TAX-MAY 2024	\$ 36,736.68	
86686	CITY OF RIALTO	UTILITY USER TAX-MAY 2024	\$ (179.81)	
86687	CITY OF RIALTO-ENGINEERING SERVICES DEPARTMENT	ENCROACHMENT PERMIT-830 W BOHNERT	\$ 958.70	
86687	CITY OF RIALTO-ENGINEERING SERVICES DEPARTMENT	ENCROACHMENT PERMIT-2851 W VIA LINDO DR	\$ 958.70	
86687	CITY OF RIALTO-ENGINEERING SERVICES DEPARTMENT	ENCROACHMENT PERMIT-543 S DRIFTWOOD AVE	\$ 958.70	
86687	CITY OF RIALTO-ENGINEERING SERVICES DEPARTMENT	ENCROACHMENT PERMIT-795 W EL MOLINO	\$ 958.70	
86688	CSI SERVICES, INC	Filter coating inspection	\$	630.00
86688	CSI SERVICES, INC	Filter coating inspection	\$	630.00
86689	D & H WATER SYSTEMS, INC.	ROEMER SUPPLIES	\$ 444.02	
86690	DAN'S LAWNMOVER CENTER	VEHICLE MAINTENANCE	\$ 270.17	
86691	DLT SOLUTIONS LLC	AutoCad 2024 Subscriptions	\$ 550.00	
86692	FAST SERVICE	CUSTOMER SERVICES-APRIL 2024	\$ 229.00	
86692	FAST SERVICE	CUSTOMER SERVICES-MAY 2024	\$ 210.00	
86693	FEDEX	MAILING FEES	\$ 4.17	
86694	FIL-TREK CORPORATION	FBR SUPPLIES	\$ 335.25	
86695	FISH WINDOW CLEANING	JANITORIAL SERVICES	\$ 317.00	
86696	GRAINGER INC	Atmospheric testers for confined space entry	\$ 3,197.23	
86696	GRAINGER INC	FBR SUPPLIES	\$ 521.59	
86696	GRAINGER INC	ROEMER SUPPLIES	\$ 85.21	
86696	GRAINGER INC	ROEMER SUPPLIES	\$ 241.86	
86696	GRAINGER INC	ROEMER SUPPLIES	\$ 279.58	
86697	HAAKER EQUIPMENT COMPANY	EQUIPMENT MAINTENANCE	\$ 418.03	
86697	HAAKER EQUIPMENT COMPANY	EQUIPMENT MAINTENANCE	\$ 300.42	
86698	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 13.19	
86698	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 190.08	
86698	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 38.99	
86698	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 107.74	
86698	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 28.91	
86698	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 26.91	
86698	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 100.18	
86698	JOHNSON'S HARDWARE INC	WATER QUALITY SUPPLIES	\$ 39.84	
86698	JOHNSON'S HARDWARE INC	WATER QUALITY SUPPLIES	\$ 152.93	
86698	JOHNSON'S HARDWARE INC	WATER QUALITY SUPPLIES	\$ 157.27	
86698	JOHNSON'S HARDWARE INC	WATER QUALITY SUPPLIES	\$ 66.78	
86698	JOHNSON'S HARDWARE INC	SHOP SUPPLIES	\$ 9.24	
86698	JOHNSON'S HARDWARE INC	SHOP SUPPLIES	\$ 89.40	
86699	LARRY CHAVEZ	TURF REBATE	\$ 607.00	
86700	MINUTEMAN PRESS OF RANCHO CUCAMONGA	Water Quality Report Postcards	\$ 3,581.38	
86700	MINUTEMAN PRESS OF RANCHO CUCAMONGA	Water Quality Postage	\$ 4,843.93	



## WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT  
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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
86701	ORANGE COAST PETROLEUM EQUIPMENT INC	Install New Retractor System on Fuel Pump	\$ 1,688.96	
86702	O'REILLY AUTO PARTS	WATER QUALITY SUPPLIES	\$ 36.60	
86702	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	\$ 74.32	
86702	O'REILLY AUTO PARTS	VEHICLES MAINTENANCE	\$ 11.40	
86702	O'REILLY AUTO PARTS	UNIT#105 MAINTENANCE	\$ 17.23	
86702	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	\$ 4.58	
86703	PACK N MAIL	CUSTOMER SERVICES APRIL 2024	\$ 156.00	
86703	PACK N MAIL	CUSTOMER SERVICES MAY 2024	\$ 155.00	
86704	PAUL FRANK GRAVESANDE	BACKHOE MAINTENANCE	\$ 577.00	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 560.00	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 3,400.00	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 240.00	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 4,371.20	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 4,400.00	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 4,371.20	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 2,922.32	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 70,090.00	
86705	RIALTO PDRC LP	DEPOSITS REFUND-ZENDEJAS & COWBOY BURGER	\$ 5,500.00	
86706	RIALTO WATER SERVICES	WELL#16 WATER 04/24/24-05/30/24	\$ 30.42	
86707	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE BALANCE DUE	\$ 10.00	
86707	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE BALANCE DUE	\$ 10.00	
86707	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE BALANCE DUE	\$ 10.00	
86708	SO CALIFORNIA EDISON	WELL# 17 - 05/10/24-06/10/24	\$ 549.22	
86708	SO CALIFORNIA EDISON	WELL #6 - 05/10/24-06/10/24	\$ 16,343.31	
86708	SO CALIFORNIA EDISON	WELL 11X - 05/13/24-06/11/24	\$ 72.04	
86709	STATE WATER RESOURCES CONTROL BOARD	T2 CERTIFICATION-JESSE BECERRA	\$ 60.00	
86710	STATE WATER RESOURCES CONTROL BOARD	D5 CERTIFICATION-JESSE BECERRA	\$ 105.00	
86711	TESS ELECTRIC INC	PRODUCTION SUPPLIES	\$ 119.34	
86712	THE GAS COMPANY	HQ GAS 05/07/24-06/06/24	\$ 28.34	
86713	THERMO ELECTRON NORTH AMERICA LLC	Service Plan Coverage for Dionex ICS 500+	\$ 764.00	
86713	THERMO ELECTRON NORTH AMERICA LLC	Service Plan Coverage for Dionex ICS 500+	\$ 2,620.00	
86713	THERMO ELECTRON NORTH AMERICA LLC	Service Plan Coverage for Dionex ICS 500+	\$ 4,720.00	
86713	THERMO ELECTRON NORTH AMERICA LLC	Service Plan Coverage for Dionex ICS 500+	\$ 7,109.00	
86713	THERMO ELECTRON NORTH AMERICA LLC	Service Plan Coverage for Dionex ICS 500+	\$ 4,904.00	
86714	TOTALPLAN BUSINESS INTERIORS INC	Desks and workstations for Meter Office	\$ 6,066.33	
86715	TROJAN TECHNOLOGIES INC.	Trojan Parts	\$ 11,929.74	
86715	TROJAN TECHNOLOGIES INC.	Trojan Parts	\$ 3,672.93	
86715	TROJAN TECHNOLOGIES INC.	Trojan Parts	\$ 16.16	
86716	UNDERGROUND SERVICE ALERT	USA FEES TICKETS	\$ 515.75	
86716	UNDERGROUND SERVICE ALERT	USA FEES TICKETS	\$ 207.40	
86717	UNIVAR USA INC	Phosphoric Acid for FBR Plant	\$ 5,172.00	
86718	USA BLUEBOOK	WATER QUALITY SUPPLIES	\$ 112.88	
86718	USA BLUEBOOK	ROEMER SUPPLIES	\$ 984.23	
86719	VARGAS SOLIS, ROBERTO	D2 CERTIFICATION	\$ 60.00	
86719	VARGAS SOLIS, ROBERTO	D2 APPLICATION FEE REIMB	\$ 65.00	
86720	WARREN C SERRANO	TURF REBATE	\$ 2,195.00	
86721	WATER SYSTEMS CONSULTING INC	Strategic Plan Workplan Development Phase 2	\$ 4,704.00	
86722	CANNE, IVAN S	SAFETY BOOTS BALANCE REIMB	\$ 17.42	
86723	CHAMPION FIRE SYSTEMS, INC.	FBR Fire Alarm Repair	\$ 1,295.00	
86724	CINTAS CORPORATION	JANITORIAL MAINTENANCE	\$ 189.30	
86724	CINTAS CORPORATION	JANITORIAL MAINTENANCE	\$ 160.42	
86724	CINTAS CORPORATION	JANITORIAL SERVICES	\$ 189.30	
86725	CITY OF RIALTO-ENGINEERING SERVICES DEPARTMENT	ENCROACHMENT PERMIT-880 S QUINCE	\$ 967.70	
86725	CITY OF RIALTO-ENGINEERING SERVICES DEPARTMENT	ENCROACHMENT PERMIT-741 WISTERIA ATF	\$ 958.70	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
86726	CITY OF SAN BERNARDINO	BLF WATER SERVICE-05/10/24-06/11/24	\$ 47.98	
86727	CITY OF SAN BERNARDINO	LYTLE CREEK STREAMFLOW-MAY 2024	\$ 20,641.26	
86728	CLOUD DRIVEN SOLUTIONS INC	Agenda Link Licensing and Implementation	\$ 10,000.00	
86728	CLOUD DRIVEN SOLUTIONS INC	Agenda Link Licensing and Implementation	\$ 2,000.00	
86728	CLOUD DRIVEN SOLUTIONS INC	Agenda Link Licensing and Implementation	\$ 3,250.00	
86729	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ (20.84)	
86729	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ (25.68)	
86729	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 40.40	
86729	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 88.95	
86729	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 1,866.03	
86729	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 1,273.31	
86729	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 1,793.74	
86729	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	\$ 1,259.80	
86729	COLONIAL SUPPLEMENTAL INSURANCE	EE Adjusts	\$ 154.29	
86730	FEDEX	MAILING FEES	\$ 24.11	
86730	FEDEX	MAILING FEES-WATER QLTY	\$ 24.94	
86730	FEDEX	MAILING FEES	\$ 27.82	
86731	FERGUSON ENTERPRISES INC # 677	Ford Order FRG 10/16/23	\$ 415.83	
86731	FERGUSON ENTERPRISES INC # 677		\$ 1,107.89	
86731	FERGUSON ENTERPRISES INC # 677		\$ 311.05	
86731	FERGUSON ENTERPRISES INC # 677	Ford Order FRG 10/16/23	\$ 262.69	
86732	GALLAGHER BENEFIT SERVICES INC	Recruitment Services for Director of Engineering	\$ 6,250.00	
86733	GHD INC	Professional Engineering Services Roemer Expansion	\$	\$ 87,919.27
86733	GHD INC	Professional Engineering Services Roemer Expansion	\$	\$ 107,496.94
86734	GRAINGER INC	FBR SUPPLIES	\$ 987.74	
86735	HOME DEPOT	BLF MAINTENANCE	\$ 48.14	
86735	HOME DEPOT	BLF MAINTENANCE	\$ 490.38	
86735	HOME DEPOT	FBR SUPPLIES	\$ 322.17	
86735	HOME DEPOT	ROEMER SUPPLIES	\$ 120.09	
86735	HOME DEPOT	DISTRICT MAINTENANCE	\$ 13.73	
86735	HOME DEPOT	DISTRICT MAINTENANCE	\$ 517.07	
86735	HOME DEPOT	DISTRICT MAINTENANCE	\$ 153.08	
86736	I.U.O.E., LOCAL UNION NO. 12	I.U.O.E LOCAL 12 UNION DUES	\$ (11.00)	
86736	I.U.O.E., LOCAL UNION NO. 12	I.U.O.E LOCAL 12 UNION DUES	\$ 440.00	
86736	I.U.O.E., LOCAL UNION NO. 12	I.U.O.E LOCAL 12 UNION DUES	\$ 440.00	
86737	LARA, PAOLA	HR TRAINING REFRESHMENTS	\$ 66.00	
86738	LEGAL SHIELD	EE Adjust	\$ (18.96)	
86738	LEGAL SHIELD	LEGALSHIELD	\$ 219.03	
86738	LEGAL SHIELD	LEGALSHIELD	\$ 228.48	
86739	MADRONA RE RIALTO LLC	DEP REFUNDS-CONT/METER/VALVE	\$ 3,050.00	
86739	MADRONA RE RIALTO LLC	DEP REFUNDS-CONT/METER/VALVE	\$ 720.00	
86739	MADRONA RE RIALTO LLC	DEP REFUNDS-CONT/METER/VALVE	\$ 21,205.80	
86740	MARIPOSA LANDSCAPES INC	ZONE 7 RESERVOIR MAINTENANCE	\$ 892.00	
86741	MICHAEL BAKER INTERNATIONAL, INC	Development of Specs/Plans for Zone 6 Wrought Iron	\$	\$ 4,572.50
86742	MULTIQUIP INC	Repair to 6" MQ Tow Behind Trash Pump	\$ 1,267.03	
86743	O'REILLY AUTO PARTS	VEHICLES MAINTENANCE	\$ 123.46	
86744	QUADIENT FINANCE USA INC	POSTAGE FOR POSTAGE METER	\$ 348.66	
86745	RIVERSIDE CITY COLLEGE	STUDENT#3041981	\$ 1,000.00	
86746	SO CALIFORNIA EDISON	BASELINE FEEDER-05/21/24-06/19/24	\$ 295.40	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 275.47	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 402.76	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 417.52	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 361.56	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 368.32	

## WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT  
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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 392.92	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 419.37	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 432.89	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 375.09	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 338.81	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 365.25	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 421.82	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 435.96	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 467.94	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 484.54	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 421.21	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 424.90	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 443.96	
86747	SOLID WASTE MANAGEMENT DIVISION	DISPOSAL FEES-ROEMER	\$ 435.96	
86748	STATE WATER RESOURCES CONTROL BOARD	T2 CERTIFICATION-REBORT MACKAMUL	\$ 60.00	
86749	STATE WATER RESOURCES CONTROL BOARD	T2 CERTIFICATION-ARTURO JAUREGUI	\$ 60.00	
86750	STATE WATER RESOURCES CONTROL BOARD	T2 CERTIFICATION-LUIS GOMEZ	\$ 60.00	
86751	THE STANDARD	AD&D	\$ 25.20	
86751	THE STANDARD	DEPENDENT LIFE	\$ 4.92	
86751	THE STANDARD	LIFE INSURANCE	\$ 186.00	
86751	THE STANDARD	LONG TERM DISABILITY	\$ 19.61	
86751	THE STANDARD	AD&D	\$ 341.29	
86751	THE STANDARD	DEPENDENT LIFE	\$ 103.32	
86751	THE STANDARD	LIFE INSURANCE	\$ 2,516.61	
86751	THE STANDARD	LONG TERM DISABILITY	\$ 2,663.07	
86751	THE STANDARD	AD&D	\$ 6.30	
86751	THE STANDARD	DEPENDENT LIFE	\$ 1.23	
86751	THE STANDARD	LIFE INSURANCE	\$ 46.50	
86751	THE STANDARD	LONG TERM DISABILITY	\$ 3.12	
86751	THE STANDARD	EE Adjusts	\$ 54.63	
86751	THE STANDARD	EMPLOYEE AFTER-TAX	\$ 532.85	
86751	THE STANDARD	EMPLOYEE AFTER-TAX	\$ 711.55	
86752	USA BLUEBOOK	WATER QUALITY SUPPLIES	\$ 451.00	
86753	WATER SYSTEMS CONSULTING INC	Strategic Plan Workplan Development Phase 2	\$ 6,089.25	
86754	YO FIRE	Ford Parts 10/16/23	\$ 455.34	
86754	YO FIRE	Ford Parts 10/16/23	\$ 314.00	
86754	YO FIRE	Hydrant Parts YO 040324	\$ 7,069.48	
86754	YO FIRE	Brass Parts Order YO 040324	\$ 2,573.07	
86754	YO FIRE	Brass Parts Order YO 040324	\$ 158.39	
86754	YO FIRE	Brass Parts Order YO 040324	\$ 1,286.54	
86754	YO FIRE	Brass Parts Order YO 040324	\$ 145.46	
86755	CARRASCO, LORETTA	CUSTOMER REFUND	\$ 125.00	
86756	AMERICAN ASPHALT SOUTH INC	CUSTOMER REFUND	\$ 84.94	
86757	VERONICA, AVILA, RAMON /	CUSTOMER REFUND	\$ 38.31	
86758	Patel, Paresh	CUSTOMER REFUND	\$ 50.93	
86759	Group V San Bernardino LP	CUSTOMER REFUND	\$ 41.71	
86760	LENNAR HOMES	CUSTOMER REFUND	\$ 15.08	
86761	LENNAR CORP	CUSTOMER REFUND	\$ 22.74	
86762	LENNAR CORP	CUSTOMER REFUND	\$ 20.61	
86763	HENKELS & MCCOY INC	CUSTOMER REFUND	\$ 3,296.30	
DFT0003754	PCL CONSTRUCTION INC	Design and Construction of Roemer Upgrade	\$	2,985,739.75
DFT0003754	PCL CONSTRUCTION INC	RETENTION	\$	(149,286.99)
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA JOHN MARTIN	\$ 107.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING WATERWISE PRO-AARON HILLMAN	\$ 450.00	

## WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT  
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DFT0003758	US BANK-CAL CARD (AL)	AWWA TRAINING-JANET WILLIAMS HARMON	\$ 2,456.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING AYOP SERGIO GRANDA	\$ 233.75	
DFT0003758	US BANK-CAL CARD (AL)	FBR REP/MAINT	\$ 1,472.33	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING AYOP-CARLOS SALCEDO	\$ 275.00	
DFT0003758	US BANK-CAL CARD (AL)	ENVIRONMENTAL MGMT TECH-ROEMER	\$ 1,983.75	
DFT0003758	US BANK-CAL CARD (AL)	POSTAGE/SHIPPING	\$ 86.14	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA RUDY OLGUIN	\$ 925.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA ALBERT HERRERA	\$ 132.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA ROBERT MACKAMUL	\$ 132.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA EDGAR HIDALGO	\$ 132.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA ARTURO JAUREGUI	\$ 132.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA LUIS GOMEZ	\$ 132.00	
DFT0003758	US BANK-CAL CARD (AL)	MAINTENANCE SUPPLIES	\$ 274.32	
DFT0003758	US BANK-CAL CARD (AL)	SHOP SUPPLIES-RIALTO PRINT SHOP	\$ 998.85	
DFT0003758	US BANK-CAL CARD (AL)	FURNITURE/EQUIPMENT-WEBSTAIRANT/ULINE	\$ 1,259.75	
DFT0003758	US BANK-CAL CARD (AL)	VEHICLE MAINTENANCE/CAR WASH	\$ 1,470.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA ANGELA NAVARRO	\$ 107.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA DANIEL GUERRA	\$ 107.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA ROSA GUTIERREZ	\$ 107.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA SEAN MCNULTY	\$ 132.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA RENE GABALDON	\$ 107.00	
DFT0003758	US BANK-CAL CARD (AL)	TRAINING CA-NV AWWA SHAH NAWAZ	\$ 107.00	
DFT0003759	US BANK-CAL CARD (DANIEL JENKINS)	ACWA TRANSPORTATION /MEALS	\$ 422.76	
DFT0003760	US BANK-CAL CARD (ELVIA)	ACWA LEG SYMPOSIUM LODGING CREDIT-JENKINS	\$ (6.03)	
DFT0003760	US BANK-CAL CARD (ELVIA)	ACWA LEG SYMPOSIUM LODGING CREDIT-MOORE	\$ (6.03)	
DFT0003760	US BANK-CAL CARD (ELVIA)	AMAZON PRIME MEMBERSHIP	\$ 16.15	
DFT0003760	US BANK-CAL CARD (ELVIA)	ADMIN LUNCH MEETING	\$ 49.55	
DFT0003760	US BANK-CAL CARD (ELVIA)	COMMITTEE MEETINGS	\$ 191.90	
DFT0003760	US BANK-CAL CARD (ELVIA)	ACWA SPRING CONFERENCE AIRFARE-MOORE	\$ 1,825.10	
DFT0003760	US BANK-CAL CARD (ELVIA)	ACWA SPRING CONFERENCE LODGING-HAWKINS	\$ 1,809.41	
DFT0003760	US BANK-CAL CARD (ELVIA)	CSDA LEGISLATIVE DAYS AIRFARE-HAWKINS	\$ 737.96	
DFT0003760	US BANK-CAL CARD (ELVIA)	CSDA LEGISLATIVE DAYS AIRFARE-JENKINS	\$ 614.97	
DFT0003760	US BANK-CAL CARD (ELVIA)	ACWA SPRING CONFERENCE LODGING-JENKINS	\$ 1,732.10	
DFT0003760	US BANK-CAL CARD (ELVIA)	BOARD MEETING MEALS	\$ 163.16	
DFT0003760	US BANK-CAL CARD (ELVIA)	MANAGEMENT/SUPERVISOR TRAINING-ROCKY WELBORN	\$ 549.00	
DFT0003760	US BANK-CAL CARD (ELVIA)	MANAGEMENT/SUPERVISOR TRAINING-ELVIA DOMINGUEZ	\$ 549.00	
DFT0003760	US BANK-CAL CARD (ELVIA)	MANAGEMENT/SUPERVISOR TRAINING-PAOLA LARA	\$ 549.00	
DFT0003760	US BANK-CAL CARD (ELVIA)	MANAGEMENT/SUPERVISOR TRAINING-AL ROBLES	\$ 549.00	
DFT0003760	US BANK-CAL CARD (ELVIA)	MANAGEMENT/SUPERVISOR TRAINING-GUSTAVO GUTIERREZ	\$ 549.00	
DFT0003760	US BANK-CAL CARD (ELVIA)	MANAGEMENT/SUPERVISOR TRAINING-ALBERTO YULO	\$ 549.00	
DFT0003760	US BANK-CAL CARD (ELVIA)	MANAGEMENT/SUPERVISOR TRAINING-WILLIAM FOX	\$ 549.00	
DFT0003760	US BANK-CAL CARD (ELVIA)	MANAGEMENT/SUPERVISOR TRAINING-SOCORRO PANTALEON	\$ 549.00	
DFT0003761	US BANK-CAL CARD (HAYDEE)	DUE TO WVWD-HAYDEE	\$ 1.99	
DFT0003761	US BANK-CAL CARD (HAYDEE)	EMPLOYEE OF THE MONTH	\$ 100.00	
DFT0003761	US BANK-CAL CARD (HAYDEE)	TRAINING IGNITE REGISTRATION-HAYDEE	\$ 1,125.00	
DFT0003761	US BANK-CAL CARD (HAYDEE)	TRAINING IGNITE REGISTRATION-MARIANO	\$ 1,125.00	
DFT0003761	US BANK-CAL CARD (HAYDEE)	HR MEMBERSHIPS-ACCESS PERKS/CALPELRA	\$ 505.00	
DFT0003761	US BANK-CAL CARD (HAYDEE)	AIRFARE/LODGING-HAYDEE	\$ 823.22	
DFT0003761	US BANK-CAL CARD (HAYDEE)	LODGING-MARIANO	\$ 180.27	
DFT0003761	US BANK-CAL CARD (HAYDEE)	WELLNESS PROGRAM	\$ 600.00	
DFT0003761	US BANK-CAL CARD (HAYDEE)	RECRUITMENT EXPENSES	\$ 50.00	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	DUE TO WVWD-JOHN THIEL	\$ 9.35	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	VARIOUS BUSINESS MEETINGS	\$ 237.64	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	HOTEL CANCELLATION SAN DIEGO-JOHN THIEL	\$ (847.00)	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	CSDA CONFERENCE EXPENSES-JOHN THIEL	\$ 2,657.85	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	BUSINESS MEETING GREG/DAN	\$ 50.08	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	ACWA EXPENSES-JOHN THIEL	\$ 1,804.49	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	ACWA EXPENSES-CHANNING HAWKINS	\$ 35.63	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	ACWA EXPENSES-DAN JENKINS	\$ 64.51	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	ACWA EXPENSES-KELVIN MOORE	\$ 64.51	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	OFFICE SUPPLIES-AMAZON	\$ 97.14	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	BUSINESS MEETING-DAN JENKINS	\$ 50.07	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	BUSINESS MEETING-GREG YOUNG	\$ 50.07	
DFT0003762	US BANK-CAL CARD (JOHN THIEL)	ACWA EXPENSES-SOCORRO	\$ 64.51	
DFT0003763	US BANK-CAL CARD (JON)	CONTRACTS/LICENSES-JITBIT/ZOOM/CISCO	\$ 2,283.05	
DFT0003763	US BANK-CAL CARD (JON)	INTERNET - STARLINK	\$ 250.00	
DFT0003764	US BANK-CAL CARD (KELVIN MOORE)	ACWA-TRANSPORTATION	\$ 162.67	
DFT0003764	US BANK-CAL CARD (KELVIN MOORE)	WELL UNTAPPED FELLOWSHIP PROG-TRANSPORTATION	\$ 367.28	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	CSDA CONFERENCE REG-ELVIA DOMINGUEZ	\$ 660.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	AWWA ACE24 CONFERENCE-JOHN THIEL	\$ 1,025.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	ARMA CA SUMMER CONFERENCE-ELVIA DOMINGUEZ	\$ 125.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	ACWA SPRING CONF EXP-DANIEL JENKINS	\$ 763.96	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	FONTANA CHAMBER-JOHN THIEL	\$ 30.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	FONTANA CHAMBER-CHANNING HAWKINS	\$ 30.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	FONTANA CHAMBER-DANIEL JENKINS	\$ 30.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	FONTANA CHAMBER-KELVIN MOORE	\$ 30.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	CSDA LODGING-ELVIA DOMINGUEZ	\$ 197.23	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	CSDA MEALS-PAOLA LARA	\$ 109.74	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	CSDA LODGING-PAOLA LARA	\$ 782.25	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	BOARD MEETING MEALS	\$ 204.02	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	ACWA SPRING CONF EXP-JOHN THIEL	\$ 748.96	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	ACWA SPRING CONF EXP-KELVIN MOORE	\$ 661.97	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	OFFICE SUPPLIES-EMBOSSER	\$ 157.88	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-HAYDEE SAINZ	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-MARIANO ALVARADO	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-LINDA JADESKI	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-SHAH NAWAZ	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-ROSA GUTIERREZ	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-DANIEL GUERRA	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-JOANNE CHAN	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-JOHN THIEL	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-ALBERT CLINGER	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-SERGIO GRANDA	\$ 549.00	
DFT0003765	US BANK-CAL CARD (PAOLA LARA)	MGMT SUPERVISOR TRAINING-JOE SCHAACK	\$ 549.00	
DFT0003766	US BANK-CAL CARD (SOCORRO)	MEMBERSHIPS/SUBSCRIPTIONS	\$ 304.99	
DFT0003766	US BANK-CAL CARD (SOCORRO)	OUTREACH PROGRAMS	\$ 332.28	
DFT0003766	US BANK-CAL CARD (SOCORRO)	EARTH DAY SUPPLIES/EXPENSES	\$ 1,861.87	
DFT0003767	US BANK-CAL CARD (YOLANDA)	LCW GROUP TRAINING MEALS	\$ 63.00	
DFT0003767	US BANK-CAL CARD (YOLANDA)	WELLNESS PROGRAM	\$ 255.11	
DFT0003767	US BANK-CAL CARD (YOLANDA)	RECRUITMENT MEALS	\$ 174.64	
DFT0003767	US BANK-CAL CARD (YOLANDA)	EARTH DAY SUPPLIES	\$ 11.95	
<b>SUBTOTALS</b>			<b>\$ 1,699,027.35</b>	<b>\$ 3,131,797.97</b>
<b>GRAND TOTAL</b>			<b>\$ 4,830,825.32</b>	

# Exhibit B

**WEST VALLEY WATER DISTRICT  
PAYROLL GROSS WAGES  
FISCAL YEAR 2023 - 2024**

<b>Report Month</b>	<b>Description</b>	<b>From</b>	<b>To</b>	<b>Gross Wages Paid</b>
July 2023	Monthly Pay Period #7	06/01/23	06/30/23	9,041.30
July 2023	Pay Period #14	06/23/23	07/07/23	331,576.10
July 2023	Pay Period #15	07/07/23	07/21/23	292,507.74
Total for July 2023				633,125.14
August 2023	Monthly Pay Period #8	07/01/23	07/31/23	9,237.85
August 2023	Pay Period #16	07/21/23	08/04/23	297,113.15
August 2023	Pay Period #17	08/04/23	08/18/23	291,853.84
Total for August 2023				598,204.84
September 2023	Monthly Pay Period #9	08/01/23	08/31/23	9,827.50
September 2023	Pay Period #18	08/18/23	09/01/23	314,409.32
September 2023	Pay Period #19	09/01/23	09/15/23	297,567.02
September 2023	Manual Check (Settlement)	09/29/23	10/13/23	15,000.00
Total for September 2023				636,803.84
October 2023	Monthly Pay Period #10	09/01/23	09/30/23	8,255.10
October 2023	Pay Period #20	09/15/23	09/29/23	291,088.81
October 2023	Pay Period #21	09/29/23	10/13/23	302,492.90
Total for October 2023				601,836.81
November 2023	Monthly Pay Period #11	10/01/23	10/31/23	9,287.05
November 2023	Pay Period #22	10/13/23	10/27/23	301,446.18
November 2023	Pay Period #23	10/27/23	11/10/23	358,189.40
November 2023	Pay Period #24	11/10/23	11/24/23	512,522.08
Total for November 2023				1,181,444.71
December 2023	Monthly Pay Period #12	11/01/23	11/30/23	9,287.10
December 2023	Pay Period #25	11/25/23	12/08/23	324,842.43
December 2023	Manual Pay	12/08/23	12/22/23	7,762.30
December 2023	Pay Period #26	12/08/23	12/22/23	327,790.17
Total for December 2023				669,682.00

**WEST VALLEY WATER DISTRICT  
PAYROLL GROSS WAGES  
FISCAL YEAR 2023 - 2024**

<b>Report Month</b>	<b>Description</b>	<b>From</b>	<b>To</b>	<b>Gross Wages Paid</b>
January 2024	Pay Period #1	12/22/23	01/05/24	340,219.44
January 2024	Monthly Pay Period #1	12/01/23	12/31/23	9,906.24
January 2024	Pay Period #2	01/05/24	01/19/24	333,714.18
Total for January 2024				683,839.86
February 2024	Monthly Pay Period #2	01/01/24	01/31/24	9,699.86
February 2024	Pay Period #3	01/19/24	02/02/24	330,017.07
February 2024	Pay Period #4	02/02/24	02/16/24	330,199.53
Total for February 2024				669,916.46
March 2024	Monthly Pay Period #3	02/01/24	02/29/24	10,319.00
March 2024	Pay Period #5	02/16/24	03/01/24	343,493.84
March 2024	Pay Period #6	03/01/24	03/15/24	336,482.45
Total for March 2024				690,295.29
April 2024	Monthly Pay Period #4	03/01/24	03/31/24	9,287.10
April 2024	Pay Period #7	03/15/24	03/29/24	344,371.99
April 2024	Pay Period #8	03/29/24	04/12/24	369,280.11
Total for April 2024				722,939.20
May 2024	Monthly Pay Period #5	04/01/24	04/30/24	9,464.66
May 2024	Pay Period #9	04/12/24	04/26/24	352,932.38
May 2024	Pay Period #10	04/26/24	05/10/24	351,704.95
May 2024	Pay Period #11	05/10/24	05/24/24	363,088.10
Total for May 2024				1,077,190.09
June 2024	Monthly Pay Period #6	05/01/24	05/31/24	9,493.48
June 2024	Pay Period #12	05/24/24	06/07/24	438,121.63
June 2024	Pay Period #13	06/07/24	06/21/24	366,457.60
Total for June 2024				814,072.71



**WEST VALLEY WATER DISTRICT  
EFT AND PAYROLL ITEMS  
JUNE 2024**

Date	Item	Check No. or EFT	Amount
06/06/24	Monthly Pay Period #6	N/A	0.00
06/13/24	Pay Period #12	8945-8946	1,672.46
06/27/24	Pay Period #13	8947	2,217.85
<b>Total Checks</b>			<b><u>3,890.31</u></b>
06/06/24	Monthly Pay Period #6 Direct Deposits	EFT	8,306.98
06/06/24	Federal Tax Withheld Social Security & Medicare	EFT	1,696.22
06/06/24	State Tax Withheld and State Disability Insurance	EFT	108.89
06/13/24	Pay Period #12 Direct Deposits	EFT	275,202.69
06/13/24	Federal Tax Withheld Social Security & Medicare	EFT	126,424.39
06/13/24	State Tax Withheld and State Disability Insurance	EFT	28,396.31
06/13/24	Lincoln Deferred Compensation Withheld	EFT	15,114.84
06/13/24	Lincoln ROTH	EFT	756.09
06/13/24	Lincoln - Employer Match Benefit	EFT	3,550.00
06/13/24	Nationwide Deferred Compensation Withheld	EFT	5,281.11
06/13/24	Nationwide ROTH	EFT	125.00
06/13/24	Nationwide - Employer Match Benefit	EFT	775.00
06/13/24	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	32,169.49
06/13/24	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	25,451.53
06/13/24	California State Disbursement	EFT	984.46
06/13/24	Sterling Administration -FSA	EFT	976.23
06/27/24	Pay Period #13 Direct Deposits	EFT	238,233.37
06/27/24	Federal Tax Withheld Social Security & Medicare	EFT	93,236.97
06/27/24	State Tax Withheld and State Disability Insurance	EFT	20,608.22
06/27/24	Lincoln Deferred Compensation Withheld	EFT	15,026.50
06/27/24	Lincoln ROTH	EFT	752.94
06/27/24	Lincoln - Employer Match Benefit	EFT	3,550.00
06/27/24	Nationwide Deferred Compensation Withheld	EFT	5,281.11
06/24/24	Nationwide ROTH	EFT	125.00
06/27/24	Nationwide - Employer Match Benefit	EFT	775.00
06/27/24	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	32,434.31
06/27/24	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	25,776.80
06/27/24	California State Disbursement	EFT	984.46
06/27/24	Sterling Administration	EFT	976.23
06/17/24	CalPERS Retirement - Classic (EPMC and ER contribution) for Paid 05/30/2024	EFT	31,948.01
06/17/24	CalPERS Retirement - 2nd Tier (EE and ER contribution) for Paid 05/30/2024	EFT	25,964.27
<b>Total EFT</b>			<b><u>1,020,992.42</u></b>
<b>Grand Total Payroll Cash</b>			<b><u>1,024,882.73</u></b>



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** William Fox, Chief Financial Officer  
**SUBJECT:** MONTHLY REVENUE & EXPENDITURES REPORT – JUNE 2024

---

**MEETING HISTORY:**

07/24/24 Finance Committee REFERRED TO BOARD

**BACKGROUND:**

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

**DISCUSSION:**

The Monthly Financial Status Report (**Exhibit A**) summarizes the District's revenue categories as well as expenditures for all Departments. The original total budget includes the adopted budget. The 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. The 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 30th. The encumbrance column represents funds encumbered with a purchase order that's not spent but committed. The percentage 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 2024 Monthly Revenue & Expenditure Report.

**STAFF RECOMMENDATION:**

That the Board of Directors approve the June 2024 Monthly Revenue & Expenditure Report.

**ATTACHMENT(S):**

1. Exhibit A - 2024 June Monthly Revenue Expenditure Report

# EXHIBIT A



West Valley Water District, CA

# Budget Report Group Summary

For Fiscal: 2023-2024 Period Ending: 06/30/2024

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Revenue</b>						
4000 - Water consumption sales	19,665,777.00	19,665,777.00	1,561,492.06	17,748,947.97	-1,916,829.03	90.25 %
4010 - Water service charges	8,458,277.00	8,458,277.00	618,200.27	8,691,592.98	233,315.98	102.76 %
4020 - Other operating revenue	4,223,477.00	4,223,477.00	567,919.89	4,028,228.32	-195,248.68	95.38 %
4030 - Property Taxes	3,147,135.00	3,147,135.00	10,642.45	4,229,526.66	1,082,391.66	134.39 %
4040 - Interest & Investment Earnings	2,020,626.49	2,020,626.49	29.01	5,243,481.21	3,222,854.72	259.50 %
4050 - Rental Revenue	40,835.61	40,835.61	3,352.07	39,827.88	-1,007.73	97.53 %
4060 - Grants and Reimbursements	102,704.33	102,704.33	94,589.26	569,319.23	466,614.90	554.33 %
4070 - Gain on Sale of Capital Assets	0.00	0.00	0.00	2,029,568.00	2,029,568.00	0.00 %
4080 - Other Non-Operating Revenue	16,713.82	16,713.82	0.00	37,085.33	20,371.51	221.88 %
<b>Revenue Total:</b>	<b>37,675,546.25</b>	<b>37,675,546.25</b>	<b>2,856,225.01</b>	<b>42,617,577.58</b>	<b>4,942,031.33</b>	<b>113.12 %</b>

## Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

Department...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>						
5110 - Source Of Supply	2,508,463.00	2,214,463.00	117,542.46	1,705,715.29	508,747.71	77.03 %
5210 - Production	5,119,150.00	4,984,150.00	546,608.86	4,687,840.35	296,309.65	94.05 %
5310 - Water Quality	802,025.00	815,525.00	71,479.82	682,772.66	132,752.34	83.72 %
5320 - Water Treatment - Perchlorate	830,000.00	765,000.00	19,988.86	370,314.24	394,685.76	48.41 %
5350 - Water Treatment - FBR/FXB	1,977,245.00	1,977,245.00	187,848.38	1,788,197.19	189,047.81	90.44 %
5390 - Water Treatment - Roemer/Arsenic	2,032,185.00	2,032,185.00	269,870.19	1,983,103.68	49,081.32	97.58 %
5410 - Maintenance - T & D	2,541,200.00	3,055,200.00	297,681.00	2,901,701.62	153,498.38	94.98 %
5510 - Customer Service	1,368,400.00	1,423,400.00	118,550.95	1,266,460.52	156,939.48	88.97 %
5520 - Meter Reading	1,041,100.00	1,041,100.00	60,834.31	789,766.68	251,333.32	75.86 %
5530 - Billing	575,400.00	608,400.00	49,743.00	574,571.15	33,828.85	94.44 %
5610 - Administration	2,412,380.00	2,328,380.00	291,121.72	2,047,808.70	280,571.30	87.95 %
5615 - General Operations	3,540,189.00	3,485,189.00	120,922.21	2,757,785.44	727,403.56	79.13 %
5620 - Accounting	1,039,100.00	1,065,100.00	71,032.22	913,825.61	151,274.39	85.80 %
5630 - Engineering	1,834,595.00	1,814,595.00	140,727.59	1,559,727.54	254,867.46	85.95 %
5640 - Business Systems	1,423,250.00	1,423,250.00	152,004.30	1,375,068.03	48,181.97	96.61 %
5645 - GIS	262,040.00	262,040.00	22,030.14	186,807.78	75,232.22	71.29 %
5650 - Board Of Directors	309,700.00	309,700.00	24,683.71	278,031.91	31,668.09	89.77 %
5660 - Human Resources/Risk Management	874,050.00	899,050.00	95,979.87	849,535.12	49,514.88	94.49 %
5680 - Purchasing	677,500.00	677,500.00	46,984.85	658,034.93	19,465.07	97.13 %
5710 - Public Affairs	1,269,200.00	1,269,200.00	91,870.94	746,200.12	522,999.88	58.79 %
5720 - Grants & Rebates	30,000.00	30,000.00	3,282.00	13,646.48	16,353.52	45.49 %
6200 - Interest Expense	877,600.00	877,600.00	0.00	664,622.77	212,977.23	75.73 %
6300 - Debt Administration Service	6,615.00	6,615.00	0.00	0.00	6,615.00	0.00 %
6800 - Other Non-Operating Expense	0.00	0.00	0.00	514,449.99	-514,449.99	0.00 %
<b>Expense Total:</b>	<b>33,351,387.00</b>	<b>33,364,887.00</b>	<b>2,800,787.38</b>	<b>29,315,987.80</b>	<b>4,048,899.20</b>	<b>87.86 %</b>
<b>Report Surplus (Deficit):</b>	<b>4,324,159.25</b>	<b>4,310,659.25</b>	<b>55,437.63</b>	<b>13,301,589.78</b>	<b>8,990,930.53</b>	<b>308.57 %</b>

## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - Water Operations Fund	4,324,159.25	4,310,659.25	55,437.63	13,301,589.78	8,990,930.53
<b>Report Surplus (Deficit):</b>	<b>4,324,159.25</b>	<b>4,310,659.25</b>	<b>55,437.63</b>	<b>13,301,589.78</b>	<b>8,990,930.53</b>



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** William Fox, Chief Financial Officer  
**SUBJECT:** JUNE 2024 PURCHASE ORDER REPORT

---

**MEETING HISTORY:**

07/24/24 Finance Committee REFERRED TO BOARD

**BACKGROUND:**

The West Valley Water District (“District”) generated twenty (20) Purchase Orders (“PO”) in the month of June 2024 to various vendors that provide supplies and services to the District. The total amount issued to PO’s for the month of June 2024 was \$172,533.67. A table listing all PO’s for June 2024 is shown in Exhibit A.

There were no Change Orders (“CO”) approved at the General Manager’s approval level during the month of June 2024.

**FISCAL IMPACT:**

There is no fiscal impact for producing the June 2024 Purchase Order Report.

**STAFF RECOMMENDATION:**

Approve the June 2024 Purchase Order Report.

**ATTACHMENT(S):**

1. Exhibit A - 2024 June Purchase Order Report

# Exhibit A



## Purchase Order Summary Report

## Purchase Order Detail

Issued Date Range 06/01/2024 - 06/30/2024



West Valley Water District, CA

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
24-0378	Back hoe tires for 3 units 00899 - ELITE ROAD SERVICE & TIRE INC	Completed West Valley Water District	6/4/2024 6/18/2024	0.00	5,630.32
24-0381	Service Plan Coverage for Dionex ICS 500+ 01221 - THERMO ELECTRON NORTH AMERICA LLC	Completed West Valley Water District	6/5/2024 6/19/2024	0.00	20,117.00
24-0382	Agenda Link Licensing and Implementation 02727 - CLOUD DRIVEN SOLUTIONS INC	Completed West Valley Water District	6/6/2024 6/20/2024	0.00	15,250.00
24-0383	Install New Retractor System on Fuel Pump 02336 - ORANGE COAST PETROLEUM EQUIPMENT INC	Completed West Valley Water District	6/4/2024 6/18/2024	0.00	1,688.96
24-0384	Replace damaged Good Year tire on unit 223 00899 - ELITE ROAD SERVICE & TIRE INC	Completed West Valley Water District	6/6/2024 6/20/2024	0.00	1,090.17
24-0386	Backwash Arsenic plant meter 01658 - ENDRESS + HAUSER C/O JPR SYSTEMS	Outstanding West Valley Water District	6/7/2024 6/21/2024	0.00	5,096.11
24-0387	Steel grates above GAC punps in Roemer building 01567 - MCMaster-CARR SUPPLY COMPANY	Outstanding West Valley Water District	6/7/2024 6/21/2024	0.00	5,375.89
24-0388	Federal Lobbying Services 02705 - CALIFORNIA STRATEGIES & ADVOCACY LLC	Outstanding West Valley Water District	6/10/2024 6/24/2024	0.00	12,500.00
24-0389	FBR Fire Alarm Repair 01606 - CHAMPION FIRE SYSTEMS, INC.	Completed West Valley Water District	6/7/2024 6/21/2024	0.00	1,295.00
24-0390	Repair to 6" MQ Tow Behind Trash Pump 02701 - MULTIQUIP INC	Completed West Valley Water District	6/10/2024 6/24/2024	0.00	1,537.18
24-0391	State Lobbyist 02705 - CALIFORNIA STRATEGIES & ADVOCACY LLC	Partially Received West Valley Water District	6/11/2024 6/25/2024	0.00	37,500.00
24-0392	Computer Supplies Jun 2024 02325 - AMAZON.COM SALES INC	Completed West Valley Water District	6/12/2024 6/26/2024	0.00	1,744.54
24-0393	Solenoid for Filter # 6 surface wash valve 02584 - SANTA FE SPRINGS WATER SYSTEMS CO	Outstanding West Valley Water District	6/13/2024 6/27/2024	0.00	1,150.56
24-0394	Backflow Simulation Station 02730 - CROSS CONNECTION ENVIRONMENTAL LLC	Outstanding West Valley Water District	6/13/2024 6/27/2024	0.00	3,978.99
24-0395	Water Quality Postage 01311 - MINUTEMAN PRESS OF RANCHO CUCAMONG/	Completed West Valley Water District	6/13/2024 6/27/2024	0.00	4,843.93
24-0396	Water Quality Report Postcards 01311 - MINUTEMAN PRESS OF RANCHO CUCAMONG/	Completed West Valley Water District	6/13/2024 6/27/2024	0.00	3,581.38
24-0397	Hydroi Electric Plant Breakers (Emergency) 02440 - CITY ELECTRIC SUPPLY	Outstanding West Valley Water District	6/20/2024 7/4/2024	0.00	12,397.50
24-0398	Verkada Security Camera Project 02738 - SAFE AND SOUND SECURITY INC	Completed West Valley Water District	6/25/2024 7/9/2024	0.00	30,243.83

## Purchase Order Summary Report

Issued Date Range 06/01/2024 - 06/30/2024

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
24-0399	Cla-Val service Well 42 pressure reliefs 00641 - CLA VAL CO	Completed West Valley Water District	6/25/2024 7/9/2024	0.00	4,232.08
25-0001	Emergency hoist repair 02742 - CUMMINGS INDUSTRIES INC	Outstanding West Valley Water District	6/26/2024 7/10/2024	0.00	3,300.23
<b>Purchase Order Count: (20)</b>			<b>Total Trade Discount: 0.00</b>	<b>Total: 172,553.67</b>	



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** William Fox, Chief Financial Officer  
**SUBJECT:** TREASURER'S REPORT - JUNE 2024

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**MEETING HISTORY:**

07/24/24 Finance Committee REFERRED TO BOARD

**BACKGROUND:**

On a monthly basis the Finance Committee meets with the General Manager and Finance Staff to review the Treasurer's Report that covers the prior month. This encompasses balances, reserve levels, reserve classifications, interest earned, investment maturities, reinvestments made during the month, and compliance with the State of California Local Agency Investment Guidelines.

**DISCUSSION:**

West Valley Water District ("District") contracts with the Clifton Larson Allen LLP to prepare the monthly Treasurer's Report. This is an independent report that opines on the investment balances, classifications, and activity. This report also examines the District's investment policy to ensure that it follows the State of California's Local Agency Investment Guidelines (Government Code Section 53601(b)). The Treasurer Report for the Month of June 2024 (Exhibit A) is presented to the Finance Committee for review and discussion.

**FISCAL IMPACT:**

Monthly Cost of \$2,900 was included in the FY 2023-24 annual budget.

**STAFF RECOMMENDATION:**

That the Board of Directors review and approval the June 2024 Treasurer's Report.

**ATTACHMENT(S):**

1. Exhibit A - 2024 June Treasurer Report

# EXHIBIT A

**West Valley Water District  
Cash, Investment & Reserve Balances - June 30, 2024**

Institution/Investment Type	May 2024 Balance	June 2024 Balance	OPERATING CASH	Minimum Balance	Target Balance	Maximum Balance
<b>Funds Under Control of the District:</b>			Balance Available for Daily Operations	\$ 64,905,548.94	\$ 66,549,233.62	\$ 56,484,986.80
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	<b>Total Operating Cash</b>	<b>\$ 64,905,548.94</b>	<b>\$ 66,549,233.62</b>	<b>\$ 56,484,986.80</b>
	<b>\$ 4,300.00</b>	<b>\$ 4,300.00</b>	<b>UNRESTRICTED RESERVES</b>			
Checking and Savings:			<b>CAPITAL RESERVES</b>			
Chase - General Government Checking	\$ 5,800,294.11	\$ 4,809,386.67	Capital Project Account - 100% FY 23-24	\$ 8,796,340.00	\$ 8,796,340.00	\$ 10,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -	Capital Project Account-25% FY 24-25	\$ 1,554,000.00	\$ 1,554,000.00	\$ 8,000,000.00
Chase - UTC Routine Checking	\$ 5,000.56	\$ 5,000.56	Emergency Account	\$ (1,643,684.68)	\$ (3,287,369.36)	\$ (4,931,054.04)
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50		<b>\$ 8,706,655.32</b>	<b>\$ 7,062,970.64</b>	<b>\$ 13,068,945.96</b>
	<b>\$ 5,853,931.17</b>	<b>\$ 4,863,023.73</b>	<b>LIQUIDITY FUNDS</b>			
State of California, Local Agency Investment Fund*	\$ 322,625.60	\$ 322,625.60	Rate Stabilization Account	\$ 4,058,271.50	\$ 4,058,271.50	\$ 5,411,028.67
US Bank - Chandler Asset Mgmt	\$ 35,121,726.23	\$ 35,334,259.16	Operating Reserve Account	\$ 8,116,543.00	\$ 8,116,543.00	\$ 10,822,057.33
US Bank - Chandler Liquidity Fund	\$ 65,959,229.46	\$ 84,747,117.52		<b>\$ 12,174,814.50</b>	<b>\$ 12,174,814.50</b>	<b>\$ 16,233,086.00</b>
CalTrust Pooled Investment Fund - Short Term	\$ -	\$ -	<b>OTHER OPERATING RESERVES</b>			
CalTrust Pooled Investment Fund - Medium Term	\$ -	\$ -	Self-Insurance Reserve	\$ 5,000,000.00	\$ 5,000,000.00	\$ 5,000,000.00
U. S. Treasury Bills	\$ -	\$ -		<b>\$ 5,000,000.00</b>	<b>\$ 5,000,000.00</b>	<b>\$ 5,000,000.00</b>
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -	<b>Total Unrestricted Reserves</b>	<b>\$ 25,881,469.82</b>	<b>\$ 24,237,785.14</b>	<b>\$ 34,302,031.96</b>
<b>Total</b>	<b>\$ 107,261,812.46</b>	<b>\$ 125,271,326.01</b>	<b>Total OP Cash &amp; UR Reserves</b>	<b>\$ 90,787,018.76</b>	<b>\$ 90,787,018.76</b>	<b>\$ 90,787,018.76</b>
Funds Under Control of Fiscal Agents:			<b>RESTRICTED RESERVES</b>			
<b>US BANK</b>			2016A Bond	\$ 194.00	\$ 194.00	\$ 194.00
2016A Bond - Principal & Payment Funds	\$ 191.74	\$ 192.55	Customer Deposit Accounts	\$ 5,095,608.92	\$ 5,095,608.92	\$ 5,095,608.92
2016A Bond - Interest Fund	\$ 1.44	\$ 1.45	Capacity Charge Acct Balance	\$ 26,388,698.33	\$ 26,388,698.33	\$ 26,388,698.33
<b>Total</b>	<b>\$ 193.18</b>	<b>\$ 194.00</b>	CIP account in LAIF for capital purposes	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00
<b>Grand Total</b>	<b>\$ 107,262,005.64</b>	<b>\$ 125,271,520.01</b>	<b>Total Restricted Reserves</b>	<b>\$ 34,484,501.25</b>	<b>\$ 34,484,501.25</b>	<b>\$ 34,484,501.25</b>
			<b>Total Cash &amp; Investments</b>	<b>\$ 125,271,520.01</b>	<b>\$ 125,271,520.01</b>	<b>\$ 125,271,520.01</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.

\_\_\_\_\_  
Chief Financial Officer

\*Quarterly interest posted the month following the quarter end.

## West Valley Water District Investment Memo – June 2024

**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 2024 (\$125,271,520.01) and May 2024 (\$107,262,005.64), CLA found the fund balance increased by \$18,009,514.37 between June 2024 and May 2024.

**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, 2024, 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 \$30 billion with over thirty-five 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, 2024 is 0.07%. 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."

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 establish that maximum investment maturities for United States Treasury Obligations are limited to five years. However, the legislative body may grant express authority to make investments either specifically or as a part of an investment program approved by the legislative body that exceeds this five-year remaining maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the

## West Valley Water District Investment Memo – June 2024

five-year maturity limit. These guidelines do not establish a maximum specified percentage of the District's investment portfolio for United States Treasury Obligations.

As of June 30, 2024, 78% 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 0.0% of the District's total investment balance as of June 30, 2024. 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 7.60% of the District's total investment balance as of June 30, 2024. Therefore, the District is following both the investment policy and the State of California's standards.

## West Valley Water District Investment Memo – June 2024

**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, 2024.

While the State of California’s Local Agency Investment Guidelines have not established a maximum specified percentage for investments in federal agency obligations, these guidelines establish that maximum investment maturities for Federal Agency Obligations are limited to five years (Government Code Section 53601(f)). However, the legislative body may grant express authority to make investments either specifically or as a part of an investment program approved by the legislative body that exceeds this five year remaining maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.

Federal agency obligations represent 8.80% of the District’s total investment balance as of June 30, 2024. Therefore, the District is in accordance with both its investment policy as well as the guidelines set-forth by the State of California.

**Municipal Bonds** – Per Section 9.6 of the District’s investment policy, “purchases are limited to securities that have a long-term debt rating of at least the “A” category, or its equivalent, by a NRSRO; and/or have a short term debt rating of at least “A-1”, or its equivalent, by a NRSRO.” The maximum percentage of District investments in municipal bonds is capped at 20%.

While the State of California’s Local Agency Investment Guidelines have not established a maximum specified percentage for investments in municipal bonds, these guidelines establish that maximum investment maturities for Federal Agency Obligations are limited to five years (Government Code Section 53601(d)). However, the legislative body may grant express authority to make investments either specifically or as a part of an investment program approved by the legislative body that exceeds this five year remaining maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.

Municipal bonds represent 0.25% of the District’s total investment balance as of June 30, 2024. 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.



## West Valley Water District Investment Memo – June 2024

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, 2024, the District's Local Agency Investment Fund balance represents 0.26% 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 dated July 10, 2024, LAIF investments had a net-yield of 4.480%. Regarding portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 56.98%
- Agencies- 23.22%
- Certificates of Deposit/Bank Notes- 9.18%
- Commercial Paper- 6.84%
- Time Deposits- 3.14%
- Loans- 0.22%
- Corporate Bonds- 0.42%

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 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)**

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, 2024, the District's CalTRUST investment balance represents 0% 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.

## West Valley Water District Investment Memo – June 2024

**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, 2024, 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 2024 (\$4,809,386.67) and May 2024 (\$5,800,294.11), CLA observed a decrease in the June 2024 balance of \$990,907.44 versus May 2024 and variance is a result of regular activities.

During our review of the June 2024 Chase General Governmental Checking account bank statement, it was noted that there were 36 fraudulent activities totaling \$227,119.65. West Valley Water District ("WVWD") has a procedure where the bank issues a check/ACH exception report for WVWD to review and reject fraudulent checks/ACHs as needed. Currently, WVWD has implemented check number and amount positive pay.

CLA also noted few unusual deposits and payments during our review. On June 14, there was a remote deposit for \$1,111,366.27, a check for developer project D24009. On June 18, there was a transfer from Chase checking account #1368 for \$364,581.28, the Raytheon quarterly payment transferred to general checking account. A remote deposit on June 24 for \$18,581,500.67 contains State Revolving Fund loan reimbursement check from the State of California for \$18.53 million. It is a low-cost financing for water projects and the repayment plan will start once the project is completed. As per Gustavo Gutierrez, finance manager, currently no reserves have been set aside for repayment. On June 25, there were wire transfers to Chandler Asset Management Liquidity Fund Account for \$10,000,000 and \$8,500,000. On June 27, there was a payment to PCL Construction enterprises for \$2,836,452.76 for Roemer expansion project.

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 June, 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 2024 and May 2024. 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. Petty cash is normally reconciled by the accounting department

## West Valley Water District Investment Memo – June 2024

monthly. The District's accounting department provided CLA with a formalized reconciliation for the petty cash account and the cash drawers for June 2024, therefore CLA was able to agree the cash drawers and petty cash balance to the District Cash Drawers summary schedule.

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, 2024, the District had 3.89% 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.

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, 2024, the District had 0.00% invested in commercial paper investment. 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.

## West Valley Water District Investment Memo – June 2024

As of June 30, 2024, the District's investments in four securities categorized as supranationals was 1.14% 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 2024

**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.

**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, 2024, ending balance of \$194 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 2024 Treasurer's Report reconciles with the District's general ledger. The June 30, 2024, balance of \$5,095,608.92 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 \$26,388,698.33 presented on the June 2024 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, there were no designations or allocations for District funding towards any Capital Improvement Projects at that time. Later the fund has been transferred to the Chandler accounts as the CFO believes the Chandler accounts earn a higher interest rate.

**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 25% of the amount estimated to be needed the following fiscal year, less minimum levels established for the

## West Valley Water District Reserve Memo – June 2024

Emergency Account.” The District currently maintains a balance of \$10,350,340 (\$8,796,340.00 for fiscal year 2023-24 and \$1,554,000 for fiscal year 2024-25) in its capital project account, meeting the minimum target level required for both fiscal years. CLA was able to confirm that the District is in adherence with the minimum target level requirement as of June 30, 2024 by comparing the board-approved Fiscal Year 2023-24 Capital Improvement Budget which indicates a total CIP for fiscal year 2023-24 of \$8,796,340.00. The reserve policy only requires the district to maintain 25% of the amount estimated to be needed the following fiscal year 2024-25 which amounts to \$1,554,000, therefore, the District meets the requirement indicated in its 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, 2024, general ledger detail reporting provided by the District’s accounting staff, CLA was able to confirm that the District’s net assets total \$164,368,467.71. As of June 30, 2024, the emergency account represents a balance of \$1,643,684.68 or 1% of total net assets, allowing the District to meet its requirements for the 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 45 days of the District’s budgeted total operating expenses. Per the FY 2023-24 board-approved budget, the District anticipates operating expense of \$32,466,172.00 for the current fiscal year. The District’s current balance of \$4,058,271.50 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 90 days of the District’s budgeted total operating expenses in this account. Per the FY 2023-24 board-approved budget, CLA can confirm the District has an operating expenses budget of \$32,466,172.00. As of June 30, 2024, the operating reserve account maintains a balance of \$8,116,543.00, which satisfies the requirements of the District’s 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, 2024, the District had a total of \$125,271,520.01 in various institutional accounts. The required reserve balances by type total \$60,365,971.07 and are categorized as follows:

- Restricted Funds- \$34,484,501.25
- Capital Reserve Funds- \$8,706,655.32

## West Valley Water District Reserve Memo – June 2024

- Liquidity Funds- \$12,174,814.50
- Other Reserves- \$5,000,000.00

Based on the District's Treasurer's Report, which indicates a total cash and investment balance of \$125,271,520.01 and fund requirements of \$60,365,971.07 the fund balance available for daily operations reconciles to the June 2024 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 2024 Treasurer's Report. The Treasurer's Report indicates that West Valley Water District's total cash, investment, and reserve balances as of June 30, 2024, total \$125,271,520.01. 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  
06/30/2024

U.S. Bank - Chandler Asset Management		
Money Market	86,900.28	A
Commercial Paper	-	A
Federal Agency Obligations	11,019,016.95	A
U.S. Government	97,713,633.10	A
Corporate Bonds	9,526,827.85	A
Municipal Bonds	307,830.00	A
Supranational	1,427,168.50	A
Negotiable CD	-	A
<b>Total U.S. Bank - Chandler Asset Management Funds</b>	<b>120,081,376.68</b>	

Checking and Savings		
Bank of Hope	-	B
Chase-1653 (Operating Account)	4,809,386.67	B
Chase-1368	5,000.56	B
Chase-1392	48,636.50	B
Chase-5993 (Rebate Account)	-	B
2016A Bond - Principal & Payment Funds	192.55	B
2016A Bond - Interest Fund	1.45	B
District Cash Drawers	4,300.00	C
<b>Total Checking and Savings</b>	<b>4,867,517.73</b>	

CalTRUST Short Term Fund	-	A
CalTRUST Medium Term Fund	-	A
LAIF	322,625.60	A

**Total June 30, 2024 District Funds** **125,271,520.01**

The balances indicated above are as of June 30, 2024

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 06/30/24, West Valley Water District is in

Security Type	Maximum per Investment Policy	Balance
Commercial Paper	25%	-
Federal Agency Obligations	30%	11,019,016.95
U.S. Government	No Limit	97,713,633.10
Municipal Bonds	20%	307,830.00
LAIF	No Limit	322,625.60
CalTRUST	No Limit	-
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	9,526,827.85
Money Market	20%	86,900.28
Bank Deposits	No Limit	4,867,517.73
Supranational	30%	1,427,168.50
		125,271,520.01
<b>Funds Excluded from Policy</b>	2016A	-
<b>Total June 30, 2024 District Funds</b>		<b>125,271,520.01</b>

Asset Class	June 2024	
	(% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.00%	25%
Federal Agency Obligations	8.80%	30%
U.S. Government	78.00%	No Limit
Municipal Bonds	0.25%	20%
LAIF	0.26%	No Limit
CalTRUST	0.00%	No Limit
Negotiable CD	0.00%	30%
Medium Term Notes (Corporate Bonds)	7.60%	30%
Money Market	0.07%	20%
Bank Deposits	3.89%	No Limit
Supranational	1.14%	30%



West Valley Water District  
Bond Analysis  
June 30, 2024

**Liquidity Fund**

Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
U S Treasury Bill - 912797KN6	16,480,860.00	P-1	Yes	3/20/2024	7/9/2024	0.3
U S Treasury Bill - 912797KB2	9,934,500.00	P-1	Yes	5/21/2024	8/15/2024	0.2
U S Treasury Bill - 912796Y52	11,992,920.00	P-1	Yes	4/24/2024	7/5/2024	0.2
U S Treasury Bill - 912797LT2	21,662,960.00	P-1	Yes	6/18/2024	10/15/2024	0.3
U S Treasury Bill - 912797LG0	5,938,020.00	P-1	Yes	5/13/2024	9/10/2024	0.3
U S Treasury Bill - 912797LU9	18,689,350.00	P-1	Yes	6/26/2024	10/22/2024	0.3
First American Govt Obligation Fund Class Y - 31846V203	48,507.52	Aaa	Yes	various		
<b>Total Liquidity Fund</b>	<b>84,747,117.52</b>					

**Money Market Fund**

Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
First American Govt Obligation Fund Class Y - 31846V203	38,392.76	Aaa	Yes	various		
<b>Total Money Market</b>	<b>38,392.76</b>					

**Federal Agency Obligations**

Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
FFCB- 3133EKP75	247,892.50	Aaa	Yes	10/15/2019	9/17/2024	4.9
Federal Farm Credit Bks - 3133ENZ94	497,940.00	Aaa	Yes	11/16/2022	11/18/2027	4.9
F N M A - 3135G0X24	93,227.30	Aaa	Yes	1/8/2020	1/7/2025	4.9
Federal Farm Credit Bks - 3133ENZ37	498,930.00	Aaa	Yes	11/3/2022	1/10/2025	2.2
Federal Home Loan Mortgage Company - 3137EAEPO	278,442.15	Aaa	Yes	2/13/2020	2/12/2025	4.9
F N M A Deb - 3135G03U5	163,924.20	Aaa	Yes	4/22/2020	4/22/2025	4.9
F N M A - 3135G04Z3	272,642.40	Aaa	Yes	6/17/2020	6/17/2025	4.9
F H L M C - 3137EAEU9	333,462.50	Aaa	Yes	7/21/2020	7/21/2025	4.9
F N M A - 3135G05X7	483,531.00	Aaa	Yes	10/6/2020	8/25/2025	4.8
Federal Home Loan Bks - 3130AJXA2	283,926.00	Aaa	Yes	10/7/2020	9/12/2025	4.9
FHLMC MTN - 3137EAEX3	207,926.40	Aaa	Yes	9/23/2020	9/23/2025	4.9
F N M A - 3135G06G3	471,125.00	Aaa	Yes	11/1/2020	11/7/2025	4.9
Federal Home Loan Bks - 3130AKFA9	469,065.00	Aaa	Yes	12/16/2020	12/12/2025	4.9
Federal Home Loan Bks - 3130ATUS4	495,560.00	Aaa	Yes	1/31/2023	12/10/2027	4.8
FHLMC Multiclass Mtg Partn - 3137FG6X8	482,200.00	Aaa	Yes	1/23/2024	5/25/2028	4.3
Federal Home Loans Bks - 3130AWMN7	497,910.00	Aaa	Yes	7/26/2023	6/9/2028	4.8
Federal Home Loans Bks - 3130AWN63	486,030.00	Aaa	Yes	8/16/2023	6/30/2028	4.8
Federal Home Loans Bks - 3130AWTR1	747,480.00	Aaa	Yes	9/7/2023	9/8/2028	4.9
Federal Farm Credit Bks - 3133EPC45	503,270.00	Aaa	Yes	11/27/2023	11/13/2028	4.9
Federal Home Loans Bks - 3130AXQK7	506,920.00	Aaa	Yes	12/7/2023	12/8/2028	4.9
Federal Farm Credit Bks - 3133EPN50	744,765.00	Aaa	Yes	1/3/2024	12/15/2028	4.9
F H L M C Multiclass Mtg Partn - 3137FKUP9	287,625.00	Aaa	Yes	1/3/2024	12/25/2028	4.9
Federal Farm Credit Bks - 3133EPW84	734,512.50	Aaa	Yes	2/5/2024	1/18/2029	4.9
F H L M C Multiclass Mtg Partn - 3137FKZZ2	477,560.00	Aaa	Yes	1/18/2024	1/25/2029	5.0
Federal Home Loan Bks - 3130AVBD3	753,150.00	Aaa	Yes	4/25/2024	3/9/2029	4.8
<b>Total Federal Agency Obligations</b>	<b>11,019,016.95</b>					

**Negotiable Certificate of Deposit**

Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
<b>Total Negotiable Certificates of Deposit</b>	<b>-</b>					

Commercial Paper						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
<b>Total Commercial Paper</b>						

Municipal Bonds						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
California ST Taxable Vr Purp Go - 13063D7D4	307,830.00	Aa2	Yes	10/4/2023	10/1/2028	4.9
<b>Total Municipal Bonds</b>	<b>307,830.00</b>					

Supranational						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
International Finance Corp - 45950KCR9	247,065.00	Aaa	Yes	7/12/2021	10/16/2024	3.2
International Bank M T N - 459058JL8	188,514.00	Aaa	Yes	10/22/2020	10/28/2025	4.9
Inter American Devel Bk - 4581X0DV7	465,745.00	Aaa	Yes	4/13/2021	4/20/2026	5.0
International Bank M T N - 459058KT9	289,062.00	Aaa	Yes	7/18/2023	7/12/2028	4.9
Inter American Devel Bk - 4581X0DC9	236,782.50	Aaa	Yes	12/8/2023	9/18/2028	4.7
<b>Total Supranational</b>	<b>1,427,168.50</b>					

U.S. Corporate						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
Caterpillar Fini Service - 14913RUAJ9	450,108.00	A2	Yes	3/18/2024	2/27/2029	4.9
Cisco Sys Inc - 17275RBR2	399,928.00	A1	Yes	3/13/2024	2/26/2029	4.9
US Bancorp - 91159HHX1	149,583.00	A3	Yes	2/5/2021	7/30/2024	3.4
Paccar Financial Corp - 69371RR40	119,382.00	A1	Yes	8/3/2021	8/9/2024	3.0
Paccar Financial Corp - 69371RR73	230,321.15	A1	Yes	3/31/2022	4/7/2025	3.0
Pfizer Inc Sr Glbl Nto - 717081EX7	119,988.75	A2	Yes	6/3/2020	5/28/2025	4.9
Microsoft Corp - 594918BJ2	390,084.00	Aaa	Yes	1/20/2023	11/3/2025	2.7
State Str Corp - 857477BR3	78,058.40	A1	Yes	2/27/2022	2/6/2026	3.9
Apple Inc. - 037833EB2	163,427.25	Aaa	Yes	2/5/2021	2/8/2026	4.9
Unitedhealth Group Inc. - 91324PEC2	55,774.20	A2	Yes	6/16/2021	5/15/2026	4.8
Walmart Inc - 931142ERO	55,310.40	Aa2	Yes	9/8/2021	9/17/2026	5.0
Honeywell International - 438516BL9	283,539.00	A2	Yes	12/13/2022	11/1/2026	3.8
Duke Energy Carolinas - 26442CAS3	285,822.00	Aa3	Yes	10/28/2022	12/1/2026	4.0
Target Corp - 87612EBM7	130,284.00	A2	Yes	1/19/2022	1/15/2027	4.9
Procter Gamble Co The - 742718FV6	279,234.00	Aa3	Yes	2/1/2022	2/1/2027	4.9
Charles Schwab Corp - 808513BY0	88,602.70	A2	Yes	3/1/2022	3/3/2027	4.9
Berkshire Hathaway Fin - 084664CZ2	262,463.60	Aa2	Yes	3/7/2022	3/15/2027	5.0
Blackrock Inc - 09247XAN1	240,107.50	Aa3	Yes	4/27/2022	3/15/2027	4.8
Northern Tr Corp Sr Nt - 665859AW4	292,842.00	A2	Yes	5/5/2022	5/10/2027	4.9
Unitedhealth Group Inc - 91324PEG3	295,154.60	A2	Yes	5/17/2022	5/15/2027	4.9
Walmart Inc - 931142EX7	244,260.00	Aa2	Yes	9/12/2022	9/9/2027	4.9
Apple Inc - 037833DK3	236,862.50	Aaa	Yes	2/1/2023	11/13/2027	4.7
Toyota Mtr Cr Corp - 89236TKQ7	351,652.35	A1	Yes	1/9/2023	1/12/2028	4.9
Mastercard Incorporated - 57636QAW4	402,136.00	Aa3	Yes	3/9/2023	3/9/2028	4.9
Public Service Electric - 74456QBU9	335,132.00	A1	Yes	6/22/2023	5/1/2028	4.8
Florida Pwr Lt Co - 341081GN1	343,759.50	Aa2	Yes	6/22/2023	5/15/2028	4.8
Merck Co Inc - 58933YBH7	391,588.00	A1	Yes	5/17/2023	5/17/2028	4.9
Prologis L P - 74340XCG4	248,777.50	A3	Yes	6/27/2023	6/15/2028	4.9
National Rural Util Coop - 63743HFN7	248,500.00	A2	Yes	2/5/2024	2/7/2029	4.9
Air Products and Chemicals Inc - 009158BH8	395,920.00	A2	Yes	5/17/2024	2/8/2029	4.7
Eli Lilly Co - 532457CK2	262,766.05	A1	Yes	2/7/2024	2/9/2029	4.9
John Deere Capital Corporation - 24422EXT1	418,643.40	A1	Yes	6/11/2024	6/11/2029	4.9
Home Depot Inc - 437076DC3	397,672.00	A2	Yes	6/25/2024	6/25/2029	4.9
Toronto Dominion Bank - 89115A2Y7	396,584.00	A1	Yes	4/10/2024	4/5/2029	4.9
Bank of Montreal - 06367WB85	242,500.00	A2	Yes	8/6/2021	5/1/2025	3.7
Royal Bank of Canada - 78015K7H1	240,060.00	A1	Yes	5/20/2021	6/10/2025	4.0
<b>Total U.S. Corporate</b>	<b>9,526,827.85</b>					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 02/29/2024	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 912828YM6	296,148.00	Aaa	Yes	12/9/2020	10/31/2024	3.8
U.S. Treasury Note - 912828YV6	246,080.00	Aaa	Yes	12/11/2019	11/30/2024	4.9
U.S. Treasury Note - 912828Z52	488,800.00	Aaa	Yes	5/9/2021	1/31/2025	3.7
U.S. Treasury Note- 912828ZF0	482,855.00	Aaa	Yes	2/24/2021	3/31/2025	4.0
U.S. Treasury Note - 912828ZL7	480,590.00	Aaa	Yes	1/13/2021	4/30/2025	4.2
U.S. Treasury Note - 912828ZT0	478,110.00	Aaa	Yes	12/16/2020	5/31/2025	4.4
U.S. Treasury Note - 91282CAB7	474,825.00	Aaa	Yes	12/16/2020	7/31/2025	4.6
U.S. Treasury Note - 91282CAJ0	473,065.00	Aaa	Yes	12/1/2020	8/31/2025	4.7
U.S. Treasury Note - 91282CAT8	469,905.00	Aaa	Yes	12/1/2020	10/31/2025	4.8
U.S. Treasury Note - 91282CBC4	467,600.00	Aaa	Yes	1/8/2021	12/31/2025	4.9
U.S. Treasury Note - 91282CBH3	465,995.00	Aaa	Yes	2/16/2021	1/31/2026	4.9
U.S. Treasury Note - 91282CBQ3	465,585.00	Aaa	Yes	3/4/2021	2/28/2026	4.9
U.S. Treasury Note - 91282CCF6	231,845.00	Aaa	Yes	6/28/2021	5/31/2026	4.9
U.S. Treasury Note- 91282CCP4	459,960.00	Aaa	Yes	9/17/2021	7/31/2026	4.8
U.S. Treasury Note - 91282CCW9	459,845.00	Aaa	Yes	11/29/2021	8/31/2026	4.7
U.S. Treasury Note- 91282CCZ2	460,175.00	Aaa	Yes	12/15/2021	9/30/2026	4.7
U S Treasury Note - 91282CDK4	461,780.00	Aaa	Yes	10/20/2022	11/30/2026	4.1
U S Treasury Note - 91282CEF4	473,925.00	Aaa	Yes	11/2/2022	3/31/2027	4.4
U.S. Treasury Note - 91282CEN7	476,365.00	Aaa	Yes	6/6/2022	4/30/2027	4.8
U S Treasury Note - 91282CET4	426,762.00	Aaa	Yes	7/8/2022	5/31/2027	4.8
U S Treasury Note - 91282CEW7	482,440.00	Aaa	Yes	10/20/2022	6/30/2027	4.6
U S Treasury Note - 91282CFH9	235,048.10	Aaa	Yes	10/6/2022	8/31/2027	4.8
U S Treasury Note - 91282CFM8	494,335.00	Aaa	Yes	10/24/2022	9/30/2027	4.9
U S Treasury Note - 91282CFU0	494,395.00	Aaa	Yes	11/18/2022	10/31/2027	4.9
U S Treasury Note - 9128283F5	465,115.00	Aaa	Yes	11/28/2022	11/15/2027	4.9
U S Treasury Note - 91282CGC9	588,492.00	Aaa	Yes	1/26/2023	12/31/2027	4.9
U S Treasury Note - 91282CHX2	599,298.00	Aaa	Yes	9/27/2023	8/31/2028	4.9
U S Treasury Note - 91282CDF5	440,900.00	Aaa	Yes	1/30/2024	10/31/2028	4.7
U S Treasury Note - 9128285M8	474,785.00	Aaa	Yes	1/19/2024	11/15/2028	4.8
<b>Total U.S. Government</b>	<b>13,015,023.10</b>					

US Bank - Chandler Asset Mgmt  
 June 2024 Bond Total per Treasurer's Report 35,334,259.16  
 Total Per June 2024 Chandler Statement 35,334,259.16  
 Variance -

US Bank - Chandler Liquidity Fund  
 June 2024 Bond Total per Treasurer's Report 84,747,117.52  
 Total Per June 2024 Chandler Statement 84,747,117.52  
 Variance -



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** William Fox, Chief Financial Officer  
**SUBJECT:** JUNE 2024 TRANSFER REPORT

---

**MEETING HISTORY:**

07/24/24 Finance Committee REFERRED TO BOARD

**BACKGROUND:**

At the August 20, 2020, Board of Directors meeting, the 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 provide 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.

**DISCUSSION:**

Following the Board's request for monthly updates on transfers related to investments is the June 2024 Funds Transfer Report. This is located at Exhibit A. There was one transfer during the month made from the Chase General Checking Account of \$18,500,000 going into the Local Agency Investment Fund (LAIF) account. This large transfer was the result of receiving a loan payment from the State of California SRF loan for construction reimbursements on the Roemer Expansion Project. The funds were placed into the LAIF account temporarily to capture interest and then were subsequently invested in Treasury Bills and to pay an outstanding PCL Construction invoice for the Roemer Expansion Project.

**FISCAL IMPACT:**

The impact of placing funds into the LAIF account produced additional interest income for the District.

**STAFF RECOMMENDATION:**

That the Board of Directors approve the June 2024 Funds Transfer Report.

**ATTACHMENT(S):**

1. Exhibit A - 2024 June Transfer Form

# EXHIBIT A

**Fund Transfer Detail June 2024**

Date	Beginning Balances	Amount
6/25/2024	Chase Gen Checking	26,551,193.23
6/25/2024	LAIF	322,625.60

Date	Transfers	Amount
6/25/2024	Chase Gen Checking → LAIF	18,500,000.00

Date	Ending Balances (After Transfers) <sup>1</sup>	Amount
6/25/2024	Chase Gen Checking	7,840,703.36
6/25/2024	LAIF	18,822,625.60

(1) Ending balances may include other credits/deposits besides transfer amounts.



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** William Fox, Chief Financial Officer  
**SUBJECT:** FISCAL YEAR 2024-25 LABOR AND EQUIPMENT RATES

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**MEETING HISTORY:**

07/24/24 Finance Committee REFERRED TO BOARD

**BACKGROUND**

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

**DISCUSSION:**

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

- 2023 HOURLY LABOR RATE. Hourly labor rates are adjusted on an annual basis by averaging Employees’ salaries and benefits. (**Exhibit A**).
- 2024 VEHICLE/EQUIPMENT HOURLY RATE. The hourly rate is established utilizing the State of California Surcharge and Equipment Rental Rate on an annual basis, prior to the Beginning of the fiscal year. (**Exhibit B**).

**FISCAL IMPACT:**

There is no fiscal impact to this action.

**STAFF RECOMMENDATION**

That the Board of Directors approve a Resolution (Exhibit C) amending Article 20, Schedule of Charges per Water Service Regulations.

**ATTACHMENT(S):**

1. Exhibit A - FY 2025 Labor Billing Rates
2. Exhibit B - FY 2025 Vehicle Equipment Rates
3. Exhibit C - Resolution FY 2024-25 Amending Schedule of Charges

**Water Service Regulations - Article 2023**  
**Hourly Labor Rate**  
**Exhibit "A"**

**Fiscal Year 2024-2025**

Description	District Totals		Hourly Averages	
	Annual	Hourly	Annual	Hourly
Salary & Wages	5,025,500.89	2,416.11	102,561.24	49.31
FICA Tax	309,541.54	148.82	6,317.17	3.04
Medicare Tax	74,579.68	35.86	1,522.03	0.73
Longevity Pay	9,375.00	4.51	191.33	0.09
Bilingual & Class A Stipend Pay	13,000.00	6.25	265.31	0.13
Deferred Comp Match	95,550.00	45.94	1,950.00	0.94
Health Insurance	1,130,501.70	543.51	23,071.46	11.09
Dental Insurance	71,484.61	34.37	1,458.87	0.70
Vision Insurance	12,578.38	6.05	256.70	0.12
Life/LTD Insurance	38,014.56	18.28	775.81	0.37
Employee Assistance Program	1,458.24	0.70	29.76	0.01
PERS EPMC	178,968.49	86.04	3,652.42	1.76
PERS Employer Contributions	497,031.66	238.96	10,143.50	4.88
PERS UAL Prepayment	421,152.67	202.48	8,594.95	4.13
Workers' Compensation Insurance	181,670.50	87.34	3,707.56	1.78
Sub-total Benefits	<u>3,034,907.03</u>	<u>1,459.11</u>	<u>61,936.88</u>	<u>29.77</u>
Total Salary & Benefits	<u>8,060,407.92</u>	<u>3,875.22</u>	<u>164,498.12</u>	<u>79.08</u>

**Note: Hourly rates based upon dividing annual amounts by 2,080 hours**

**Note: Salary & Wages are budgeted amounts for field and support personnel**



**Water Service Regulations - Article 2023**  
**Overtime Labor Rate**  
**Exhibit "A"**

**Fiscal Year 2024-2025**

Description	District Totals		Hourly Averages	
	Annual	Hourly	Annual	Hourly
Salary & Wages	7,538,251.34	3,624.16	153,841.86	73.96
FICA Tax	464,312.31	223.23	9,475.76	4.56
Medicare Tax	111,869.52	53.78	2,283.05	1.10
Workers' Compensation Insurance	181,670.50	87.34	3,707.56	1.78
Sub-total Benefits	<u>757,852.33</u>	<u>364.35</u>	<u>15,466.37</u>	<u>7.44</u>
Total Salary & Benefits	<u><u>8,296,103.67</u></u>	<u><u>3,988.51</u></u>	<u><u>169,308.24</u></u>	<u><u>81.40</u></u>

**Note: Overtime Labor Rates are not subject to employee benefits with the exception of FICA Tax, Medicare Tax and Workers' Compensation Insurance**

# Exhibit B

**Water Service Regulations - Article 2024  
Vehicle/Equipment Hourly Rate  
Exhibit "B"  
Fiscal Year 2024 - 2025**

(All Rates from the **State of California, Labor Surcharge & Equipment Rental Rates**, Effective April 1, 2024 through March 31, 2025)

Cal Trans Pg #	Class	Make	Code	CalTrans Equipment Description	WVWD Equipment Description	Hourly Rate	*O.T. Factor	O.T. Rate
1	AIRCP	PORT	004-016	Air Compressor 40 - 160 C.F.M.	Air Compressor 150 C.F.S.	25.49	0.89	22.69
1	AIRTO	ATOL	60	Air tools 60 lbs & over	Jack Hammer (60lb. & Over)	1.77	0.40	0.71
1	AIRTO	ATOL	40-60	Air tools 40 - 60 lbs	Jack Hammer (40lb. To 60lb.)	1.25	0.40	0.50
4	BRMSW	SWSP	6-9	Sweepers - Self Propelled	Street Sweeper Ride Along	212.85	0.87	185.18
4	COMHG	COMP	0-250	Hand guided compactor 0 - 250 lbs	Gas powered Tamper	5.38	0.84	4.52
4	COMHG	COMP	250	Hand guided compactor 250 & Higher	Vibratory Plate Compactor	12.67	0.84	10.64
5	CONMX	SORP	0-3.5	Concrete Mixer 0 - 3.5 cu.ft.	Concrete Mixer	3.02	0.90	2.72
6	ELGEN	GEN	003-008	Generator 3 - 7.5 kW	Generator (4kw)	5.52	0.89	4.91
6	ELGEN	GEN	200-300	Generator 200 - 300 kW	200 kw Generator (Port.)	122.26	0.89	108.81
6	ELGEN	GEN	300-400	Generator 300 - 400 kW	300 kw Generator (Port.)	166.41	0.89	148.10
6	ELGEN	LITE	2 Light	Two (2) Light Stands	Two (2) Light Stands	5.46	0.89	4.86
6	ELTOL	TOOL	045-060	Electric Powered Hand Tools over 450 to 600	Electric Powered Hand Tools	0.36	0.40	0.14
17	LDRRT	CASE	1677	480LL	480LL Skip Loader	55.75	0.90	50.18
17	LDRRT	CASE	1742	580 Super K w/ backhoe	580K Case Backhoe (new)	55.31	0.90	49.78
17	LDRRT	CAT	1861M4	420D 4WD w/ backhoe	420 E 4WD w/Backhoe	66.46	0.90	59.81
21	NONOP	MISC	0220	Plate, 25mm thick, per 9.3 sm (Plate, 1" thick, per 100 sf)	Road Plates (1") per day	1.75	1.00	1.75
23	PUMWA	APMP	030-050	Water hose pump 30K - 50K gallons/hr	Portable Water Pump	31.66	0.67	21.21
23	PUMWA	OUHS	0-2.5	50 lengths of hose, 0 - 2.5 inches in diameter	Fire hose 2 1/2" x 50'	0.06	0.67	0.04
29	SAWCO	ABOP	10-20	Concrete & Masonry Saw 10 - 20 hp	Concrete Saw	9.77	0.87	8.50
32	TRAFA	FLAS	RM	Flashing Arrow Sign (roof mounted)	Flashing Arrow Sign (roof mounted)	1.14	0.68	0.78
32	TRAFA	FLAS	TM	Flashing Arrow Sign (trailer mounted)	Flashing Arrow Sign (trailer mounted)	4.47	0.68	3.04
32	TRAFB	1BAR	A1	Barricades with flasher	Barricades with flasher	0.54	1.00	0.54
32	TRAFB	3DEL	100	Portable Delineator	Delineator	28.22	1.00	28.22
32	TRAFB	6FSS	EACH	Flag/Sign Stand	Sign Stands	3.19	1.00	3.19
33	TRAIL	LB-A	100	Trailer two (2) Axles - four (4) tires per axle.	Trailer two (2) Axles LB-A	18.97	0.62	11.76
33	TRAIT	TB-2	18-20	Tilt Bed 2 axle trailer 18 - 20 Tons	*Tilt Bed two (2) Axle Trailers	7.47	0.62	4.63
34	TRUCK	T&TT	06-12	Cars, Trucks 7,000 - 12,000 lbs	1 Ton Service Truck	41.96	0.90	37.76
34	TRUCK	T&TT	06-12	Cars, Trucks 7,000 - 12,000 lbs	2000 Gallon Water Truck	41.96	0.90	37.76
34	TRUCK	T&TT	00-06	Cars, Trucks 1,500 lbs and lighter	Field Service Truck	37.19	0.90	33.47
35	TRUON	TRUN	2AXL	Trucks, Dump, On-Highway 2 axles	Two (2) Axles Dump Trucks	73.10	0.85	62.14
35	WELD	AWM	0-250	Arc Welder 0-250 amps	Arc Welder 0-250	8.01	0.83	6.65
35	WELD	GWO	ALL	Gas Welding Outfit (all)	Gas Welder (torches)	0.35	0.83	0.29

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

# Exhibit C

**RESOLUTION NO. 2024-XX  
A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE WEST VALLEY WATER DISTRICT AMENDING ARTICLE 20, SCHEDULE OF  
CHARGES OF RESOLUTION NO. 2023-12**

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

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

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

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

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

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

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

**BE IT RESOLVED** that said Resolution shall be effective August 1, 2024.

**ADOPTED, SIGNED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024 BY THE FOLLOWING VOTE:**

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

\_\_\_\_\_  
Gregory Young  
President of the Board of Directors  
West Valley Water District

ATTEST:

\_\_\_\_\_  
Elvia Dominguez  
Board Secretary



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** Rocky Welborn, Director of Engineering  
**SUBJECT:** APPROVE A JOINT COMMUNITY FACILITIES AGREEMENT FOR EAST SYCAMORE FLATS TRACT 20407 AND ADOPT RESOLUTION APPROVING AGREEMENT

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**MEETING HISTORY:**

07/25/24      Engineering, Operations and Planning Committee      REFERRED TO BOARD

**DISCUSSION:**

Pharris Sycamore Flats, LLC (“Developer”), is the owner of land located east of Clearwater Parkway, and south of Glen Helen Parkway, as shown in **“Exhibit A”**. The Developer has petitioned the San Bernardino City Unified School District (“SBCUSD”) to create a Community Facilities District (“CFD”) through proceedings under the Mello-Roos Community Facilities Act of 1982. The CFD No. 2024-1 would finance the purchase, construction, modification, expansion, improvement or rehabilitation of public facilities and the payment of development impact (capacity charges) and other fees. SBCUSD would act as the lead agency and would form the CFD and issue the bonds for the proposed CFD with the repayment of the bonds secured by special tax levied on taxable property.

The special tax levied through the CFD would be used to finance certain public facilities including facilities to be owned, operated and maintained by West Valley Water District (“WVWD”). The WVWD facilities include certain fees and charges included in WVWD’s capacity and connection fee program and used to fund master planned water facilities necessary to provide service to the property and other facilities to be constructed by or on behalf of the Developer. Upon the construction of the facilities and the inspection and acceptance by WVWD, the facilities will be conveyed to WVWD.

A CFD can finance facilities to be owned or operated by an entity other than the agency that created the CFD only pursuant to a Joint Community Facilities Agreement (“JCFA”). Attached, as **“Exhibit B”** is a copy of the JCFA with the SBCUSD, the Developer and WVWD for CFD No. 2024-1. The purpose of this Agreement is to provide a mechanism by which the CFD may levy special tax and issue bonds to provide a source of funds to finance, in whole or in part, WVWD fees and the acquisition of facilities.

WVWD will receive all capacity charges and fees from the Developer before the project begins

construction and will enter into a Water System Infrastructure Installation and Conveyance Agreement to establish the terms by which the water district facilities are to be constructed, conveyed and accepted by WVWD.

Attached as “**Exhibit C**” is a copy of the Resolution of the Board of Directors of the West Valley Water District adopting the Joint Community Facilities Agreement as required in the JCFA.

**FISCAL IMPACT:**

No fiscal impact.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors:

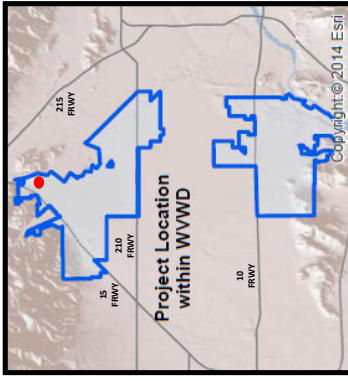
1. Approve the Joint Community Facilities Agreement between the San Bernardino City Unified School District, Pharris Sycamore Flats, LLC and West Valley Water District for Community Facilities District No. 2024-1 and;
2. Adopt a Resolution of the Board of Directors of the West Valley Water District for the Joint Community Facilities Agreement and;
3. Authorize the General Manager to execute all necessary documents, subject to non-substantiative changes, related to the agreement.

**ATTACHMENT(S):**

1. Exhibit A - Project Location
2. Exhibit B - Joint Community Facilities Agreement for CFD No. 2024-1
3. Exhibit C - Resolution for Communities Facilities District No. 2024-1

# EXHIBIT A





**Exhibit A**  
**East Sycamore Flats Tract 20407**

# EXHIBIT B

**JOINT COMMUNITY FACILITIES AGREEMENT  
(WEST VALLEY WATER DISTRICT)**

THIS JOINT COMMUNITY FACILITIES AGREEMENT (the “Facilities Agreement”) is made and entered into as of \_\_\_\_\_, 2024 by and among the San Bernardino City Unified School District (“School District”), for and on behalf of Community Facilities District No. 2024-1 of the San Bernardino City Unified School District (the “Community Facilities District”), the West Valley Water District (the “Water District”), and Pharris Sycamore Flats LLC (the “Owner”).

**WITNESSETH:**

**WHEREAS**, the Board of Education of the School District (the “Board”) has initiated proceedings under the Mello-Roos Community Facilities Act of 1982 (the “Act”) to create the Community Facilities District, to authorize the levy of special taxes (the “Special Taxes”) upon the land within the Community Facilities District and to issue bonds (the “Bonds”) secured by the Special Taxes, the proceeds of which are to be used to finance certain public facilities;

**WHEREAS**, the Owner is the owner of all of the property (the “Property”) within the proposed boundaries of the Community Facilities District, which Property and Community Facilities District are depicted on Exhibit “E” attached hereto;

**WHEREAS**, the facilities proposed to be financed by the Community Facilities District include certain facilities to be owned, operated and maintained by the Water District (the “Water District Facilities”), as well as facilities to be owned, operated or maintained by the School District (the “School Facilities”);

**WHEREAS**, the Water District Facilities include (i) certain fees and charges included in the Water District’s capacity and connection fee program and used to fund master plan water facilities necessary to provide service to the Property (the “Water District Fees”), which fees, as of the date of this Facilities Agreement, are estimated to total \$3,342,394 and (ii) certain other master planned facilities to be constructed by or on behalf of Owner and acquired by Water District for their actual cost, together with appurtenances and appurtenant work, and incidental expenses related thereto (each, a “Water District Acquisition Facility,” and collectively, the “Water District Acquisition Facilities”);

**WHEREAS**, upon the construction of the Water District Acquisition Facilities by or on behalf of Owner and the inspection and acceptance thereof by Water District, the Water District Acquisition Facilities will be conveyed to and accepted by Water District;

**WHEREAS**, Section 53316.2 of the Act provides that a community facilities district may finance facilities to be owned or operated by an entity other than the agency that created the community facilities district only pursuant to a joint community facilities agreement or a joint exercise of powers agreement adopted pursuant to said Section;

**WHEREAS**, Section 53316.2 of the Act further provides that at any time prior to the adoption of the resolution of formation creating a community facilities district or resolution of issuance, the legislative bodies of two or more local agencies may enter into a joint community facilities agreement pursuant to said Section and Sections 53316.4 and 53316.6 of the Act to exercise any power authorized by the Act with respect to the community facilities district being created if the legislative body of each entity adopts a resolution declaring that such a joint agreement would be beneficial to the residents of that entity;

**WHEREAS**, the Board and the Board of the Water District will each adopt such a resolution;

**WHEREAS**, subsection (e) of Section 53316.2 of the Act permits the School District to have primary responsibility for formation of a community facilities district;

**WHEREAS**, the School District, the Water District and the Owner desire to enter into this Facilities Agreement in accordance with Sections 53316.2, 53316.4 and 53316.6 of the Act in order to provide for the financing of the Water District Facilities through the levy of Special Taxes and issuance of Bonds by the Community Facilities District;

**NOW, THEREFORE**, for and in consideration of the mutual promises and covenants herein contained, the parties hereto agree as follows:

**Section 1. Water District Facilities.** The Water District Facilities, including any real or tangible property which is to be purchased, constructed, expanded or rehabilitated, are described in Exhibit "A" attached hereto.

**Section 2. Financing of Water District Facilities.** It is anticipated that the Community Facilities District will levy Special Taxes to pay directly for School Facilities and Water District Facilities and issue Bonds in one or more series secured by Special Taxes to finance the acquisition, construction and installation of the Water District Facilities and the School Facilities. The proceeds of such Special Taxes and Bonds available for School Facilities and Water District Facilities shall be referred to as "CFD Proceeds." Under the terms set forth herein, the Community Facilities District may provide CFD Proceeds to finance the acquisition, construction and installation of all or a portion of the Water District Facilities. Notwithstanding any other provision of this Facilities Agreement, the fact that there may not be sufficient CFD Proceeds available to pay for the Water District Facilities shall not relieve Owner, or its successors and assigns, of its obligation to pay to Water District the Water District Fees described in Exhibit "A" hereto required to be paid in connection with the development of the Property or to otherwise construct any Water District Facilities that are required as a condition to development of the Property. The purpose of this Facilities Agreement is to provide a mechanism by which the Community Facilities District may levy Special Taxes and issue Bonds to provide a source of funds to finance, in whole or in part, the Water District Fees and the acquisition prices of Water District Acquisition Facilities.

The Community Facilities District shall proceed with the levy of Special Taxes and the issuance and sale of Bonds at such time and in such amounts as are determined by the School District to be appropriate to finance the acquisition, construction and installation of the Water

District Facilities and the School Facilities. Upon the receipt by the School District of a written requisition executed by the Water District and Owner in the form attached here to Exhibit "D-2," the School District shall cause the Community Facilities District to disburse and deliver to the Water District the amount of CFD Proceeds requested in the requisition to fund Water District Facilities in satisfaction of Water District Fees, not to exceed the amount determined to be available for financing Water District Facilities by the Community Facilities District. As CFD Proceeds are transferred to Water District to fund Water District Facilities in satisfaction of Water District Fees, Owner shall receive a credit, in an amount equal to the amount of such CFD Proceeds so received, against the Water District Fees required to be paid by the Owner in connection with the development of the Property. Nothing herein shall supersede the obligation of any owner of the Property to pay Water District Fees to Water District when due or to pay any increase in the amount of Water District Fees when due.

Owner may advance Water District Fees to the Water District prior to the availability of sufficient CFD Proceeds. Each such cash advance shall be referred to as a "Deposit." In the event Owner makes a Deposit with the Water District, the full amount of such Deposits shall be reimbursed to Owner by Water District when Water District receives an equal or greater amount of CFD Proceeds for Water District Facilities. Notwithstanding the foregoing, if CFD Proceeds are insufficient to fund the entire amount of Water District Fees and Owner is required to provide one or more Deposits pursuant to this Section 2, such Deposits shall be retained by the Water District and the Water District shall have no obligation to reimburse them except to the extent CFD Proceeds subsequently become available.

The School District shall cause the Community Facilities District to maintain or cause, to be maintained records relating to the disbursements of proceeds of the sale of the Bonds, including all amounts expended from the Acquisition and Construction Fund (defined below). The School District or the Community Facilities District will, upon request, provide Water District and Owner with access to such records during regular office hours.

**Section 3. Use of Bond Proceeds; Investment Earnings; Records.** The Water District shall deposit any CFD Proceeds received from the Community Facilities District pursuant hereto in an account of the Water District and shall use such proceeds only for the costs of the acquisition, construction and installation of the Water District Facilities.

The Water District shall keep accurate records of the investment earnings on investments made by the Water District with any portion of the Bond proceeds received from the Community Facilities District pursuant hereto. In addition Water District shall keep records of all expenditures related to Bond proceeds or Deposits, and provide such information to the School District upon request within a reasonable time. No later than sixty (60) days after the end of each fiscal year, the Water District shall provide to the School District such records and documents with respect to such investments as the School District may reasonably request in order to enable the School District to determine the nature of any such investment; and the interest earnings thereon for purposes of determining whether any amounts are required to be paid to the United States Treasury as rebatable arbitrage earnings under the Internal Revenue Code of 1986 and the Treasury Regulations promulgated thereunder. The Water District shall have no responsibility or obligation to make any such rebate payments to the United States Treasury or to any other entity. Water District shall submit an invoice to the School District for its actual costs and expenses incurred by

Water District to provide such records and documents with respect to such investments. Such costs and expenses may be included in the administrative expenses of the Community Facilities District and shall be reimbursed to the Water District from Special Taxes collected for such administrative costs.

**Section 4. Water District Acquisition Facilities.** The parties acknowledge that Water District may require Owner, pursuant to its rules and regulations, to design, construct and dedicate to Water District the Water District Acquisition Facilities as a condition to development of the Property. Except as otherwise provided herein, School District, Water District and the Community Facilities District shall have no responsibility whatsoever for the bidding, contracting the construction of the Water District Acquisition Facilities. The Owner shall construct and install all Water District Acquisition Facilities in accordance with the provisions of this Section 4.

In the event CFD Proceeds are available to finance Water District Acquisition Facilities, such proceeds shall be held or transferred by the Community Facilities District as determined by the Community Facilities District to a special account (together or separate from other CFD Proceeds) (the “Acquisition and Construction Fund”). The Community Facilities District shall make disbursements from the Acquisition and Construction Fund in accordance with the terms of this Section 4. The following provisions of this Section 4 shall apply solely with respect to those Water District Acquisition Facilities to be constructed by Owner that are acquired by Water District with CFD Proceeds.

**(a) Construction and Acquisition of Water District Acquisition Facilities.**

(i) Owner shall, at no cost to Water District, be responsible for the preparation of the plans and specifications for the construction of the Water District Acquisition Facilities (the “Plans and Specifications”). The Plans and Specifications shall conform to the requirements of Water District for such facilities and shall be subject to the review and approval by Water District. All cost and expense of Water District review (including, but not limited to, Water District’s agents, employees and independent contractors) shall be paid by Owner and shall be deemed eligible costs available for reimbursement from the Acquisition and Construction Fund to the extent reasonable. Owner represents that the Plans and Specifications will conform to all applicable federal, state and local governmental rules, ordinances and regulations and all applicable environmental protection laws. Owner’s submission of the Plans and Specifications to Water District shall evidence Owner’s representation and warranty to Water District that the Plans and Specifications are complete, accurate, workable and in compliance with all governmental requirements with respect thereto. Owner, at its cost and expense, shall, except as otherwise provided herein, pay all permit fees, connection fees and other fees customarily charged by Water District as may now exist or may be charged in the future arising out of the planning, engineering or construction of the Water District Acquisition Facilities, and such fees shall be deemed eligible costs available for reimbursement from amounts deposited in the Acquisition and Construction Fund.

(ii) The School District and the Community Facilities District shall have no responsibility or obligation with regard to the construction, acquisition, bidding, or contracting for the Water District Acquisition Facilities or any of the Water District Facilities.

(iii) The Water District Acquisition Facilities must be constructed in strict accordance with the Plans and Specifications as approved by Water District. Any deviations from the approved Plans and Specifications must be approved by the Water District, in writing. Owner shall be solely responsible for the bidding, contracting and construction of the Water District Acquisition Facilities to be acquired with Bond proceeds in accordance with the requirements set forth in Exhibit “B” hereto. Except as otherwise provided herein, the School District, Water District and the Community Facilities District shall have no responsibility whatsoever for the bidding, contracting the construction of the Water District Acquisition Facilities. The Owner shall construct and install all Water District Acquisition Facilities on the following terms and conditions:

(A) The Owner shall construct and complete the Water District Acquisition Facilities (or subject portion thereof) at no cost or expense to Water District and in accordance with the laws, rules and regulations of all governmental bodies and agencies having jurisdiction over the Water District Acquisition Facilities (or subject portion thereof).

(B) The Owner shall be required to furnish labor and material payment bonds and contract performance bonds in an amount equal to one hundred percent (100%) of the contract price for the Water District Acquisition Facilities (or such portion thereof) naming the Owner, School District, Community Facilities District and Water District as obligees and issued by insurance or surety companies approved by the Water District. All such bonds shall be in a form approved by the Water District.

(C) The Owner shall deliver to Water District a Certificate of Insurance evidencing coverage for “builder’s risk,” evidence of employer liability insurance with limits of at least One Million Dollars per occurrence and evidence of comprehensive liability insurance (automobile and general liability) with limits of at least Five Million Dollars per occurrence. The Owner shall maintain, keep in force and pay all premiums required to maintain and keep in force all insurance at all times during which such work is in progress. The general liability insurance to be obtained by the Owner shall name School District, Community Facilities District and Water District as additional insureds. The Owner shall further maintain and provide evidence of workers’ compensation insurance coverage as provided by law.

(D) The Owner shall comply with such other requirements relating to the construction of the Water District Acquisition Facilities (or subject portion thereof) which Water District may impose by written notification delivered to the Owner at any time, either prior to the receipt of bids by the Owner for the construction of the Water District Acquisition Facilities (or subject portion thereof) or, to the extent required as a result of changes in applicable laws, during the progress of construction thereof. As set forth above, the Owner shall be deemed the awarding body and shall be solely responsible for compliance and enforcement of the provisions of the Labor Code, Government Code and Public Contract Code to the extent expressly applicable to a non-governmental entity constructing infrastructure to be acquired by a public entity. Owner shall pay or cause its construction contractors to pay prevailing wages with respect to the Water District Acquisition Facilities and any other facilities constructed by Owner as required by the Labor Code.

(E) Water District shall have access to inspect the Water District Acquisition Facilities during normal business hours by making reasonable advance arrangements with Owner. It is understood and agreed that Water District's inspection personnel shall have the authority to enforce the Plans and Specifications, which authority shall include requiring that all unacceptable material, workmanship installation be replaced, repaired or corrected by the Owner. All cost and expense of Water District's inspection (including, but not limited to, Water District's agents, employees and independent contractors) shall be paid by Owner and be eligible for reimbursement with CFD Proceeds. Other than the final inspection and approval of the Water District Acquisition Facilities (or subject portion thereof), any inspection completed by Water District shall be for the sole use and benefit of Water District and neither the Owner nor any third party shall be entitled to rely thereon for any purpose. Water District does not undertake or assume any responsibility for or owe a duty to select, review or supervise the creation of the Water District Acquisition Facilities (or subject portion thereof). Upon completion of the construction of the Water District Acquisition Facilities (or subject portion thereof) to the satisfaction of Water District's inspectors, the Owner shall notify Water District in writing that the construction of the Water District Acquisition Facilities (or subject portion thereof) has been completed in accordance with the Plans and Specifications.

(F) Upon satisfactory completion of the Water District Acquisition Facilities (or subject portion thereof) in accordance with the Plans and Specifications and Water District's standard requirements, in accordance with the terms thereof, the Owner shall forthwith file with the County Recorder of the County of San Bernardino, a Notice of Completion pursuant to the provisions of the Civil Code. The Owner shall furnish to Water District a duplicate copy of each such Notice of Completion showing thereon the date of filing with the County Recorder. Any actual costs reasonably incurred by Water District in inspecting and approving the construction of the Water District Acquisition Facilities (or subject portion thereof) not previously paid by the Owner or funded with CFD Proceeds shall be paid by Owner.

(G) The Owner shall provide to Water District such evidence as Water District shall require that all persons, firms and corporations supplying work, labor, materials, supplies and equipment for the construction of the Water District Acquisition Facilities (or subject portion thereof) have been paid, and that no claims on behalf of any such person, firm or corporation are outstanding.

(H) The Owner shall, at the time Water District acquires the Water District Acquisition Facilities (or subject portion thereof), grant to Water District, by appropriate instruments prescribed by Water District, all easements across private property, fee title, ownership deeds, public access or rights-of-way which may be necessary for the proper operation and maintenance of the Water District Acquisition Facilities (or subject portion thereof), or any part thereof. The Owner shall insure that all deeds of trust and mortgages are subordinated to the easements and reconveyed as to the fee title ownership.

(I) Upon completion of the Water District Acquisition Facilities (or subject portion thereof) and completion of the final inspection, testing and written assurance thereof by Water District, the Owner shall execute and deliver a Bill of Sale in the form and content acceptable to Water District. The Bill of Sale shall convey title of the Water District Acquisition



Facilities (or subject portion thereof) to Water District. The Water District Acquisition Facilities (or subject portion thereof) shall be transferred to Water District free of all liens and encumbrances.

(J) Prior to the transfer of ownership of the Water District Acquisition Facilities (or subject portion thereof) by the Owner to Water District, the Owner shall be responsible for the maintenance thereof and shall maintain and transfer the Water District Acquisition Facilities (or subject portion thereof) to Water District in as good condition as the Water District Acquisition Facilities (or subject portion thereof) were in at the time the Owner notified Water District that construction of same had been completed in accordance with the Plans and Specifications. The Owner shall provide to Water District, a two-year performance bond (following date of final acceptance by Water District of the Water District Acquisition Facilities (or subject portion thereof)) for materials and workmanship guarantee providing that Owner will repair, at its expense, all failures of or to the Water District Acquisition Facilities (or subject portion thereof) which was furnished, installed and/or constructed due to faulty materials or installation, within said two-year period. In the event Owner or the surety fails to cause satisfactory repair, as determined by Water District, within ten (10) business days following written notice or such longer period of time as Water District may reasonably determine, Water District may cause such repairs to be completed at Owner's surety's cost and expense. Notwithstanding the above-referenced ten (10) business day or other specified repair period, Water District shall have the unqualified right to immediately make any emergency repairs necessary to eliminate any threat to the public's health, safety or welfare, at Owner's and/or surety's cost and expense. Nothing in this subparagraph shall limit or abrogate any other claims, demands or actions Water District may have against Owner and/or Owner's surety on account of damages sustained by reason of such defect, nor shall the provisions of this subparagraph limit, abrogate or affect any warranties in favor of Water District which are expressed or implied by law.

(K) Water District shall have the right to review all books and records of the Owner pertaining to costs and expenses incurred by the Owner for the design and construction of the Water District Acquisition Facilities (or subject portion thereof) during normal business hours by making reasonable advance arrangements with Owner.

(L) Upon the written request of Owner, Water District shall notify School District and Owner in writing when a Water District Acquisition Facility has been substantially completed in accordance with its Plans and Specifications and when a Water District Acquisition Facility has been finally completed and is ready for acceptance by Water District.

(iv) For purposes of this Agreement, a Water District Acquisition Facility shall be deemed "substantially completed" when Owner has notified Water District that the Water District Acquisition Facility has been completed in accordance with its Plans and Specifications, Water District's inspector has inspected the facility, prepared a final "punch list" and has determined that the only punch list items required to be completed are items not required for the safe operation of the Water District Acquisition Facility and can therefore be completed after the Water District Acquisition Facility has been opened to or made available for public use. For purposes of this Agreement, a Water District Acquisition Facility shall be deemed "finally completed" when all punch list items have been completed to the satisfaction of Water District, and Water District has accepted the Water District Acquisition Facilities pursuant to subparagraph (a) above.

**(b) Acquisition and Ownership of Water District Acquisition Facilities.**

(i) For purposes of determining the acquisition price to be paid by the Community Facilities District for the acquisition of each Water District Acquisition Facility, the value of such facility shall be based on the “Actual Costs” submitted by the Owner, as that term is defined in Exhibit “C” attached hereto and incorporated herein by reference. Upon the transfer of ownership of the Water District Acquisition Facilities to Water District, Water District shall be responsible for the maintenance of the Water District Acquisition Facilities.

(ii) Upon acceptance of the Water District Acquisition Facilities by Water District, Water District shall incorporate the Water District Acquisition Facilities in Water District’s system. Following the expiration of any warranty period applicable to the construction of the Water District Acquisition Facilities during which time Owner shall be responsible for the maintenance of the Water District Acquisition Facilities, Water District shall thereafter be responsible for maintenance of the Water District Acquisition Facilities in accordance with all applicable Water District procedures and practices.

(iii) The School District and the Community Facilities District shall have no responsibility or obligation with regard to the acquisition and ownership of the Water District Acquisition Facilities or any of the Water District Facilities.

**(c) Payment Requests.**

(i) Notwithstanding the timing of substantial completion or final completion and acceptance of the Water District Acquisition Facilities, Owner may submit a payment request upon substantial or final completion of a Water District Acquisition Facility. The form of payment request to be submitted to Water District by Owner in requesting payment by the Community Facilities District of the acquisition price of the Water District Acquisition Facility, shall be substantially in the form of Exhibit “D-1” hereto. Within ten (10) business days of Owner’s submission to Water District of a payment request, Water District shall determine if the Water District Acquisition Facility has been substantially completed and shall either deny or approve the payment request, which approval shall not be unreasonably withheld. If Water District denies any payment request it shall provide Owner a detailed written explanation describing the reasons or rational for such denial. All denied payment requests may be resubmitted for approval. Owner shall reimburse Water District for its actual costs incurred in connection with the processing of such payment requests, including the inspection of the Water District Acquisition Facilities and such amounts shall be included in the acquisition price paid by the Community Facilities District.

(ii) In connection with Water District’s approval of a payment request, Water District and Owner shall authorize the Community Facilities District to disburse the acquisition price with respect to the approved Water District Acquisition Facilities pursuant to a disbursement request, which shall be substantially in the of Exhibit “D-2” hereto. The sole source of funds for payment of the acquisition price or funding with respect to the approved Water District Acquisition Facilities shall be the CFD Proceeds made available by the Community Facilities District for Water District Facilities. Within a reasonable time of School District’s receipt of a signed disbursement request, School District shall authorize payment of the disbursement request by the trustee or fiscal agent for the Bonds.

**Section 5. Construction, Ownership and Maintenance of School District Facilities and Water District Acquisition Facilities.** The Owner and School District, as applicable, shall be solely responsible for the design, acquisition, construction and installation of the School Facilities, and the Water District shall have no responsibility therefor or liability with respect thereto. The School Facilities shall be and remain the sole and separate property of the School District and shall be operated, maintained and utilized by the School District. The Water District shall not have any ownership interest in the School Facilities, and the Water District shall have no responsibility for the operation or maintenance of the School Facilities or any liability with respect thereto.

The Owner shall be solely responsible for the design, acquisition, construction and installation of the Water District Acquisition Facilities, and the School District, the Community Facilities District, and Water District shall have no responsibility therefor or liability with respect thereto. Upon acquisition of the Water District Acquisition Facilities by the Water District, the Water District Acquisition Facilities shall be and remain the sole and separate property of the Water District and, except as otherwise provided herein, shall be operated, maintained and utilized by the Water District. The School District and Community Facilities District shall not have any ownership interest in the Water District Acquisition Facilities, and the School District and Community Facilities District shall have no responsibility for the operation or maintenance of the Water Acquisition District Facilities or any liability with respect thereto.

**Section 6. No Water District Liability.** The School District, the Water District and the Owner acknowledge and agree that the Water District shall have no responsibility or liability to the School District or the Owner for the establishment of the Community Facilities District, the levy of the Special Taxes, the issuance of the Bonds, the financing, acquisition, construction and installation of the School Facilities, the financing, construction and installation of the Water District Acquisition Facilities, any disclosure made in connection with the offering and sale of the Bonds or any continuing disclosure made at any time with respect to the Bonds.

**Section 7. Indemnification.** The Owner shall assume the defense of, and hold harmless the Water District and their officers, directors, officials, employees and agents, and each of them, from and against all actions, damages, claims, losses or expenses, including reasonable attorneys' fees and costs, of every type and description to which they may be subjected or put, by reason of, or resulting from, (i) any act or omission of Owner under this Facilities Agreement, (ii) the design, engineering, construction and installation of the Water District Acquisition Facilities to be constructed by Owner, including its consultants, contractors, subcontractors, and anyone directly or indirectly employed by Owner or anyone for whose acts any of them may be liable in connection with the construction of the Water District Acquisition Facilities, the establishment of the Community Facilities District, (iii) the levy of Special Taxes, the issuance of the Bonds, (iv) the financing of all or a portion of the School Facilities and Water District Acquisition Facilities from Bond proceeds or special taxes, and (v) any disclosure made by Owner in connection with the offering and sale of the Bonds or any continuing disclosure made at any time by Owner with respect to the Bonds, or any matters relating thereto. If the Owner fails to do so, the Water District shall have the right, but not the obligation, to defend the same and charge all of the direct or incidental costs of such defense, including any fees or costs, to, and recover the same from, the Owner.

Moreover, the Owner shall assume the defense of, and hold harmless, the School District and the Community Facilities District, and their respective officers, employees and agents, and each of them, from and against all actions, damages, claims, losses or expenses, including reasonable attorneys' fees and costs, of every type and description to which they may be subjected or put, by reason of, or resulting of any act or omission of Owner with respect to this Facilities Agreement. If Owner fails to do so, the School District and the Community Facilities District shall have the right, but not the obligation, to defend the same and charge all of the direct or incidental costs of such defense, including any fees or costs, to, and recover the same from, the Owner.

The Water District agrees to assume the defense of, and hold harmless, the School District and the Community Facilities District, and their respective officers, employees and agents, and each of them, from and against all actions, damages, claims, losses or expenses, including reasonable attorneys' fees and costs, of every type and description to which they may be subjected or put, by reason of, or resulting of the acquisition, construction, installation, operation, maintenance or utilization of the Water District Facilities, including the use of CFD Proceeds. If the Water District fails to do so, the School District and the Community Facilities District shall have the right, but not the obligation, to defend the same and charge all of the direct or incidental costs of such defense, including any fees or costs, to, and recover the same from, the Water District.

Moreover, the School District and the Community Facilities District shall assume the defense of, and hold harmless, the Water District, and their respective officers, employees and agents, and each of them, from and against all actions, damages, claims, losses or expenses, including reasonable attorneys' fees and costs, of every type and description to which the Water District may be subjected or put, by reason of, or resulting of any act or omission of the School District and/or the Community Facilities District with respect to this Facilities Agreement. If the School District and/or the Community Facilities District fail to do so, the Water District shall have the right, but not the obligation, to defend the same and charge all of the direct or incidental costs of such defense, including any fees or costs, to, and recover the same from, the School District and/or the Community Facilities District.

**Section 8. Nature of Allocation of Special Taxes.** This Facilities Agreement shall constitute a joint community facilities agreement entered into pursuant to Sections 53316.2, 53316.4 and 53316.6 of the Act. The entire amount of the proceeds of the Special Taxes shall be allocated and distributed to the School District.

**Section 9. Notices.** All Written notices to be given hereunder shall be given to the party entitled thereto at its address set forth below, or at such other address as such party may provide to the parties in writing time to time, namely:

**If to the School District/  
Community Facilities District:**

San Bernardino City Unified School District  
777 North F Street  
San Bernardino, California 92410  
Email: terry.comnick@sbcusd.k12.ca.us  
Attention: Associate Superintendent of  
Business Facilities and Operations

**If to the Water District:**

West Valley Water District  
 Post Office Box 920  
 Rialto, California 92377-0920  
 Email: jthiel@wvwd.org  
 Attention: General Manager

**If to the Owner:**

Pharris Sycamore Flats LLC  
 150 Paularino Avenue, Suite D250  
 Costa Mesa, California 92626  
 Email: klynch@lytlede.com  
 Attention: Kevin Lynch

Each such notice, statement, demand, consent, authorization, offer, designation, request or other hereunder shall be deemed delivered to the party to whom it is addressed (a) if personally served or delivered, upon delivery, (b) if given by electronic communication, whether by telex, telegram, electronic mail or telecopier, upon the sender's receipt of an appropriate answerback or other written acknowledgment, (c) if given by registered or certified mail, return receipt requested, deposited with the United States postage prepaid, 72 hours after such notice is deposited with the United States mail, (d) if given by overnight courier, with courier charges prepaid, 24 hours after delivery to said overnight courier, or (e) if given by any other means, upon delivery at the address specified in this Section.

**Section 10. California Law.** This Facilities Agreement shall be governed and construed in accordance with the laws of the State of California.

**Section 11. Attorney Fees.** In the event of any legal action or proceeding arising from or related in any way to a breach of or enforcement or interpretation of this Facilities Agreement, each party shall be responsible for its own attorneys' fees and costs.

**Section 12. Severability.** If any part of this Facilities Agreement is held to be illegal or unenforceable by a court of competent jurisdiction, the remainder of this Facilities Agreement shall be given effect to the fullest extent reasonably possible.

**Section 13. Successors and Assigns.** This Facilities Agreement shall be binding upon and inure to the benefit of the successors and assigns of the parties hereto.

**Section 14. No Third Party Beneficiaries.** Except as provided explicitly in this Facilities Agreement, no person or entity shall be deemed to be a third-party beneficiary hereof, and nothing in this Facilities Agreement (either express or implied) is intended to confer upon any person or entity other than the Water District, School District, Community Facilities District and Owner any rights, remedies, obligations or liabilities under or by reason of this Facilities Agreement. Owner expects to assign this Facilities Agreement, in whole or in part, to one or more merchant builders that acquires property within the Community Facilities District. This Facilities Agreement may be assigned by Owner to a third party upon the consent of Water District and School District, which consent shall not be unreasonably withheld or delayed.

**Section 15. Counterparts.** This Facilities Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute but one and the same instrument.

**Section 16. Independent Contractor.** In performing this Facilities Agreement, Owner is an independent contractor and not the agent of Water District, School District, or Community Facilities District. Except as provided herein, Water District, School District, and or Community Facilities District shall have no responsibility for payment to any contractor or supplier of Owner. It is not intended by the parties that this Facilities Agreement create a partnership or joint venture among them and this Facilities Agreement shall not otherwise be construed.

IN WITNESS WHEREOF, the parties hereto have executed this Facilities Agreement as of the date first written above.

**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT**, a California public school district

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Clerk, Board of Education of the San Bernardino City Unified School District

**APPROVED AS TO FORM:**

**Atkinson, Andelson, Loya, Ruud & Romo, Legal Counsel**

By: \_\_\_\_\_  
Andreas C. Chialtas

**WEST VALLEY WATER DISTRICT**, a public agency of the State of California

By: \_\_\_\_\_  
John Thiel, General Manager

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Jeff Ferre  
Best, Best and Krieger, LLP

By: \_\_\_\_\_  
Greg Young  
President of the Board of Directors

**PHARRIS SYCAMORE FLATS LLC**, a California limited liability company

By: \_\_\_\_\_

**EXHIBIT “A”**

**DESCRIPTION OF WATER DISTRICT FACILITIES**

**Water District Fees<sup>1</sup>**

1.	Capacity Charge	\$15,818 per DU
2.	Fire Service Charge	\$1,558 per DU
3.	Meter Service Installation Charge	\$568 per DU
4.	Irrigation Meter 1 ½”	\$52,674 per Meter
5.	Irrigation Meter 2”	\$84,311 per Meter

**Water District Acquisition Facilities**

The type of Water District Acquisition Facilities eligible to be financed by the Community Facilities District under the Act are as follows:

Tract No. 20407 intract water system improvements, including, but not limited to, approximately 9,280 linear feet of 8” water line improvements (including all related pipeline, fittings, service assesmbly, fire hydrants, manholes, gate vales, pressure regulators, and all related appurtenances)

The descriptions of the Water District Acquisition Facilities are preliminary. The final location, scope, nature and specification, of the Water District Acquisition Facilities shall be determined by reference to the final Water District-approved Plans and Specifications for each facility.

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<sup>1</sup> Amounts stated for each fee are as of the date of this Facilities Agreement. The amounts eligible to be financed shall be the current amounts payable whenever payment is required pursuant to Water District policies.



**EXHIBIT “B”****BIDDING, CONTRACTING AND CONSTRUCTION REQUIREMENTS**

1. Bids shall be solicited at least three (3) qualified contractors from the Water District’s approved pipeline contractors list, provided at least three **(3)** qualified contractors are reasonably available. Owner may also directly solicit bids.
2. The bidding response time shall be not less than ten (10) working days.
3. An authorized representative of Water District shall be provided a copy of the tabulation of bid results.
4. Contract(s) the construction of the Water District Acquisition Facilities shall be awarded to the qualified bidder submitting the lowest responsible bid, as determined by Owner.
5. The contractor to whom a contract is awarded shall be required to pay not less than the prevailing rates of wages pursuant to Labor Code Sections 1770,1773 and 1773.1. A current copy of applicable wage rates shall be on file in the Office of the Water District Engineer, as required by Labor Code Section 1773.2.

**EXHIBIT “C”**  
**ACTUAL COSTS**

The eligible costs for the Water District Acquisition Facilities shall include all of the actual costs and expenses, directly or indirectly related to the design, planning, engineering, construction, installation and testing of the Water District Acquisition Facilities (the “Actual Costs”). Actual Costs shall include without limitation, the following:

1. Costs for the construction of the Water District Acquisition Facilities, including, without limitation, costs incurred in the employment of licensed contractors to construct, install, complete and test the Water District Acquisition Facilities.
2. Allocated grading costs based upon the square footage of grading area for the Water District Acquisition Facilities and the grading of slope areas relating to the Water District Acquisition Facilities as a percentage of the total graded area under the applicable grading contract, if separable.
3. All permit fees, inspection fees and other fees actually charged by governmental agencies or other entities, including Water District, arising out of or in connection with the design, planning, engineering, construction, installation or testing of the Water District Acquisition Facilities.
4. Costs of tests, inspections, studies, reports and surveys, including, without limitation, any environmental, archaeological, biological or cultural studies or any mitigation requirements that may be requested by federal, state or local agencies evaluations attributable to the Water District Acquisition Facilities.
5. Professional costs and fees associated with design, engineering, accounting, inspection, construction staking, materials testing, legal and accounting and other similar services.
6. Costs of labor and material payment bonds and contract performance and maintenance bonds.
7. Builder’s risk insurance, employer’s liability insurance and comprehensive liability insurance obtained with respect to the Water District Acquisition Facilities.
8. Costs of acquiring from unrelated third parties any fee or easement interest in real property or licenses or encroachment permits to install the Water District Acquisition Facilities, including, without limitation, temporary construction easements, haul road and maintenance easements, the cost to prepare surveys, deeds and easement documents, and professional and escrow fees.
9. Construction and project management and supervision not to exceed 5% of the costs of construction of the related Water District Acquisition Facilities.

10. Costs and expenses of Water District in connection with the performance of its obligations under this Facilities Agreement, including, but not limited to, (i) attorneys, accountants and other professionals retained in connection with Water District's compliance with this Facilities Agreement or any matter related to the design, planning, engineering, construction, installation or testing of the Water District Acquisition Facilities, and (ii) employee time to review the Plans and Specifications, inspect the construction and installation of the Water District Acquisition Facilities and process payment requests. All costs must be properly documented and reasonable to be reimbursed.

**EXHIBIT “D-1”****FORM OF PAYMENT REQUEST**

The undersigned hereby requests payment from the Acquisition and Construction Fund, or any applicable account or subaccount thereof, established by Community Facilities District No. 2024-1 of the San Bernardino City Unified School District (the “CFD), an amount equal to \$\_\_\_\_\_ for the Water District Acquisition Facilities (as defined in the Joint Community Facilities Agreement by and among the San Bernardino City Unified School District (“School District”), West Valley Water District (“Water District”) and Pharris Sycamore Flats LLC (“Owner”), dated \_\_\_\_\_, 2024 (the “Facilities Agreement”)), all as more fully described in Attachment 1 hereto. In connection with this Payment the undersigned hereby represents and warrants to Water District as follows:

1. He(she) is a duly authorized officer or representative of the undersigned, qualified to execute this Payment Request for payment on behalf of the undersigned and is knowledgeable as to the matters set forth herein.
2. All costs of the Water District Acquisition Facilities for which payment is requested hereby are those Actual Costs (as described in Exhibit “C” to the Facilities Agreement) and have not been inflated in any respect. The Eligible Costs for which payment is requested have not been the subject of any prior disbursement request submitted to the CFD.
3. Supporting documentation (such as third party invoices, lien releases and cancelled checks or other evidence of payment) is attached with respect to each cost for which payment is requested.
4. The Water District Acquisition Facilities for which payment is requested was constructed in accordance with the requirements of the Facilities Agreement.
5. The undersigned is in compliance with the terms and provisions of the Facilities Agreement and no portion of the amount being requested to be paid was previously paid.
6. The acquisition price for the Water District Acquisition Facilities (a detailed calculation of which is shown in Attachment 1 hereto) has been calculated in conformance with the terms of the Facilities Agreement.
7. The Water District Acquisition Facilities have been transferred to the Water District or provision for transfer has been made to the satisfaction of the Water District.
8. All provisions of the Facilities Agreement have been complied with.
9. Please authorize payment of the acquisition price by the CFD to the following if other than the undersigned, in the amounts or percentages indicated:

[Insert names of payees and amounts or percentages]

I declare under penalty of perjury that the above representations and warranties are true and connect.

Date: \_\_\_\_\_

[OWNER]

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

ACCEPTED AND APPROVED BY  
WEST VALLEY WATER DISTRICT

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ATTACHMENT 1**

**SUMMARY OF WATER DISTRICT ACQUISITION FACILITIES  
TO BE ACQUIRED AS PART OF PAYMENT REQUEST**

Water District  
Acquisition Facilities

Eligible Costs

Disbursement  
Requested

[List here Water District Acquisition Facilities which payment is requested, and attach support documentation]

**EXHIBIT "D-2"  
DISBURSEMENT REQUEST FORM**

**(Acquisition Facilities/Water District Fees)  
Community Facilities District No. 2024-1**

Community Facilities District No. 2024-1 of the San Bernardino City Unified School District (the "CFD") is hereby requested to pay from the Acquisition and Construction Fund, or any applicable account or subaccount thereof, established by the CFD, the sum set forth below and as set forth in the attached payment request:

\$ \_\_\_\_\_ (the "Requested Amount")

The undersigned certifies that the amount requested hereunder has been expended or encumbered for capital costs related to the construction and acquisition of the following [Water District Acquisition Facilities/Water District Fees]:

<b>Water District Acquisition Facilities/Water District Fees</b>	<b>Disbursement Requested</b>

The Requested Amount is due and payable and has not formed the basis of prior request or payment.

The Requested Amount is authorized and payable pursuant to the terms of the Joint Community Facilities Agreement by and among the San Bernardino City Unified School District, the West Valley Water District ("Water District") and Pharris Sycamore Flats LLC ("Owner"), dated \_\_\_\_\_, 2024 (the "Facilities Agreement").

The Requested Amount shall be paid to the following Payee:

**[Insert name and wire instruction for Payee]**

Capitalized terms not defined herein shall have the meaning set forth in the Facilities Agreement.

OWNER

WEST VALLEY WATER DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT “E”  
CFD BOUNDARY MAP**

**[Attached]**



# EXHIBIT C

**RESOLUTION NO. 2024-XX  
RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
WEST VALLEY WATER DISTRICT  
ADOPTING A JOINT COMMUNITY FACILITIES AGREEMENT  
WITH THE SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
AND COMMUNITY FACILITIES DISTRICT NO. 2024-1**

**WHEREAS**, the San Bernardino City Unified School District will be initiating proceedings under the Mello-Roos Community Facilities Act of 1982 (the “Act”) to create Community Facilities District No. 2024-1 of the San Bernardino City Unified School District (East Sycamore Flats Tract 20407) (the “Community Facilities District”), to authorize the levy of special tax (the “Special Tax”) upon the land within the improvement areas of the Community Facilities District (“Improvement Area”) and to issue bonds (the “Bonds”) secured by the Special Tax, the proceeds of which are to be used to finance certain public facilities; and

**WHEREAS**, the Pharris Sycamore Flats, LLC (“Owner”) is the owner of all of the property (the “Property”) within the proposed boundaries of the Community Facilities District; and

**WHEREAS**, the facilities proposed to be financed by the Community Facilities District include certain facilities to be owned, operated and maintained by West Valley Water District (the “Water District Facilities”), as well as facilities to be owned, operated or maintained by the School District (the “School Facilities”);

**WHEREAS**, the Water District Facilities include (i) certain fees and charges included in the Water District’s capacity and connection fee program and used to fund master plan water facilities necessary to provide service to the Property (the “Water District Fees”), which fees, as of the date of this Facilities Agreement, are estimated to total \$3,342,394 and (ii) certain other master planned facilities to be constructed by or on behalf of Owner and acquired by Water District for their actual cost, together with appurtenances and appurtenant work, and incidental expenses related thereto (each, a “Water District Acquisition Facility,” and collectively, the “Water District Acquisition Facilities”);

**WHEREAS**, upon the construction of the Water District Acquisition Facilities by or on behalf of Owner and the inspection and acceptance thereof by Water District, the Water District Acquisition Facilities will be conveyed to and accepted by Water District;

**WHEREAS**, Section 53316.2 of the Act provides that a community facilities district may finance facilities to be owned or operated by an entity other than the agency that created the community facilities district only pursuant to a joint community facilities agreement or a joint exercise of powers agreement adopted pursuant to said Section;

**WHEREAS**, Section 53316.2 of the Act further provides that at any time prior to the adoption of the resolution of formation creating a community facilities district or resolution of issuance, the legislative bodies of two or more local agencies may enter into a joint community facilities agreement pursuant to said Section and Sections 53316.4 and 53316.6 of the Act to exercise any power authorized by the Act with respect to the community facilities district

created if the legislative body of each entity adopts a resolution declaring that such a joint agreement would be beneficial to the residents of that entity;

**WHEREAS**, the Board and the Board of the Water District will each adopt such a resolution;

**WHEREAS**, subsection (e) of Section 53316.2 of the Act permits the School District to have primary responsibility for formation of a community facilities district;

**WHEREAS**, the School District, the Water District and the Owner desire to enter into this Facilities Agreement in accordance with Sections 53316.2, 53316.4 and 53316.6 of the Act in order to provide for the financing of the Water District Facilities through the levy of Special Taxes and issuance of Bonds by the Community Facilities District;

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

The Joint Community Facilities Agreement, presented at this meeting, is hereby approved and adopted.

**ADOPTED, SIGNED, AND APPROVED THIS 1st DAY OF AUGUST, 2024.**

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>

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Greg Young,  
 President of the Board of Directors  
 of West Valley Water District

**ATTEST:**

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Elvia Dominguez  
 Board Secretary



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** Rocky Welborn, Director of Engineering  
**SUBJECT:** CHANGE ORDER NO. 5 WITH PCL CONSTRUCTION, INC. FOR THE OLIVER P. ROEMER WATER FILTRATION FACILITY UPGRADE AND EXPANSION PROJECT

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**MEETING HISTORY:**

07/25/24 Engineering, Operations and Planning Committee REFERRED TO BOARD

**BACKGROUND:**

In February 2023, the Board of Directors approved a \$3,000,000 construction contingency for the Oliver P. Roemer Water Filtration Facility Upgrade and Expansion project for potential changes identified during the construction activities of the project. Construction contingency is a form of risk management used to maintain project efficiencies, maintain the project's schedule and help to ensure material and workmanship quality. It is also used to cover other costs such as:

- Addressing conflicts resulting from unidentified conflicts
- Unforeseen changes in the scope of work
- Owner-requested changes and/or design upgrades and modifications

Attached as Exhibit A is Change Order No. 5 for the above referenced project. This change order includes “extra” items of work arising from unexpected utility conflicts with proposed improvements, lack of accurate as-built records and/or malfunctioning existing equipment. A brief description of each “extra” item of work listed in the change order is provided below:

1. Additional Safety Handrailing System for Filter Building No. 1: Due to the deletion of the existing filter building's vertical steel panels (siding) to merge both filter buildings 1 and 2 near the existing stairs leading to the basement of filter building 1 ultraviolet reactors, the District requested the contractor install new handrails along the deleted siding of filter building 1 to address fall hazards.
2. Backwash Recycle Waterline Reroute near Pretreatment Structure: In order to convey the decanted water from decant ponds 1 through 6 during filter backwash cycles to the pretreatment structure for reuse, the proposed 12-inch waterline and its appurtenances conflicted with an unidentified utility duct banks near the pretreatment structure, thus requiring reroute of the proposed 12-inch backwash recycle waterline.

3. Retaining Wall Reroute: An unidentified fiber optic vault and interconnecting duct bank was in conflict with the proposed retaining wall near filter building 1. To protect this duct bank, which is a source of telemetry communication between filter building 1 and the “afterbay” structure located across N. Riverside Avenue, necessary modifications were made to the proposed retaining wall alignment layout.
4. Unidentified Utilities between Reservoir R5-2 and Pump Station PS6-1: Unidentified electrical and water related appurtenances were encountered during trenching and installation of a new electrical duct bank between reservoir R5-2 and pumpstation PS6-1, which required additional work to protect the existing utilities in-place during course of proposed improvements.
5. Pretreatment Effluent Sample Pump Unforeseen Conditions: The location of the electrical duct bank supplying power to the pretreatment structure’s effluent sampling pump and the waterline conveying effluent water sample to the analyzers located in the adjacent chemical building differed from the record-drawings. These utilities needed to be relocated as they were in conflict with the proposed electrical transformer slab box.
6. Impacts to the Proposed 30-inch Waterline to Reservoir R5-2: Unidentified large and small diameter waterlines were encountered along Linden Ave during potholing operations for the proposed 30-inch waterline installation, which will convey the additional 7.2 MGD of treated (potable) water from the Roemer expansion project. These utility conflicts along with trenching operations adjacent to District’s existing asbestos-cement (transite) distribution pipe in Via Bello Drive required modifications to the original proposed alignment which resulted in additional potholing, traffic control, installation depth, shoring, and permanent pavement repairs. This item of work also includes full-width pavement repairs of Via Bello Drive.
7. Troubleshooting Air-Blowers in Filter Building 1: During the commissioning of newly installed (replaced) air blowers by PCL, it was discovered that filter number 5 was not receiving sufficient volume of air to its contact-adsorption-clarifier module. PCL’s staff assisted District’s onsite operations staff in identifying a malfunctioning double leaf check valve.
8. Operations Building: The District requested PCL to expedite the construction schedule of the new operations building which resulted in cost impacts due to overtime work.
9. Credit for Turbidity Meter at Lytle Creek Water Intake Building: District determined that a new turbidity meter at the Lytle Creek Intake location is not necessary since one is already in place and functioning; therefore, the District directed PCL to provide credit for this turbidity meter.

No time impacts to the project schedule is expected from this change order.

#### **FISCAL IMPACT:**

The cost to perform the additional work as outlined in Change Order No. 5 is \$475,432.58. The cost for this change order is to be covered through the existing construction contingency which will leave \$2,000,550.22 available for any future change orders if needed. This change order will increase

the contract amount to \$60,116,320.78.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Approve Change Order No. 5 with PCL Construction, Inc. in the amount of \$475,432.58 for the Oliver P. Roemer WFF Upgrade and Expansion Project and;
2. Authorize the General Manager to execute all necessary documents.

**ATTACHMENT(S):**

1. Exhibit A - PCL Construction Inc. Change Order No. 5

# EXHIBIT A

WEST VALLEY WATER DISTRICT

**CHANGE ORDER**

Order No. 5  
 Date 7/12/2024  
 Agreement Date 10/31/2022  
 Sheet 1 of 2

Owner: West Valley Water District

Project: Oliver P Roemer Water Filtration Facility Upgrade and Expansion

Contractor: PCL Construction, Inc

The following changes are hereby made to the Contract Documents:

<b>ITEM NO.</b>	<b><u>EXTRA WORK DESCRIPTION</u></b>	<b><u>ADD</u></b>	<b><u>DEDUCT</u></b>	<b><u>CALENDAR DAYS</u></b>
1	Additional Handrailing system at the existing Filter Building 1	\$10,238.00	-	-
2	Reroutes at the North-end of the Pre-Treatment Building	\$41,115.89	-	-
3	Retaining Wall Reroute	\$30,328.00	-	-
4	Discrepancies/Unforeseen utilities at R5-2	\$19,367.94	-	-
5	Pre-Treatment Sample Pump Unforeseen Conditions	\$11,525.38	-	-
6	Impacts to 30-inch Water main	\$323,571.97	-	-
7	Troubleshooting Blowers	\$3,626.00	-	-
8	Operations Building	\$42,509.40	-	-
9	Credit for descoping the Turbidimeter at the Lytle Creek Intake building	-	(\$6,850.00)	-
	<b>TOTALS</b>	<b>\$482,282.58</b>	<b>(\$6,850.00)</b>	-
<b>TOTALS FOR CHANGE ORDER NO. 5</b>		<b>\$475,432.58</b>		<b>0</b>

**JUSTIFICATION:**

**For item#1** - Per the West Valley Water District’s request, additional panels of the existing Filter Building 1 are being deleted by the stairs leading to the basement. In order to address the fall hazard that will be created by the deletion of the panels, a handrailing system is required in



the area. Furthermore, PCL's proposal and budget assumed that all panels with cross bracing would be kept in place.

**For item# 2 -** Cost impacts associated with two unforeseen utilities identified near the Pre-Treatment Facility and a 58-inch-wide duct bank with a different location than what is shown in the provided record drawings. The two unforeseen underground utilities classified as an abandoned 1-foot 3-inch-wide duct bank and a 4-inch PVC(Polyvinyl chloride) water line were discovered during the installation of duct bank's (DB) 06 and 08, preceding the installation of the 12" backwash recycle line (12" REC) connecting backwash ponds 1-6 to the Pre-Treatment Facility. The record drawings provided at the time of proposal do not show any of these unforeseen lines. Due to these unforeseen utilities' location additional design and construction efforts are required to finalize the routing of DB-06 & 08 and the remainder of 12" REC line left to be installed beyond the temporary bypass currently in place. From potholing it was determined the 58-inch-wide duct bank has a differing location than what is shown in the record drawings. The 58" wide duct bank's actual location would not allow for the installation of the check valve vault needed to house the future sludge line check valve.

**For item#3 -**PCL notified the District on January, 23 2024 of the differing site condition that an unforeseen fiber optic vault and interconnecting duct banks were conflicting with the proposed retaining wall. As mentioned in the email correspondence, neither the vault nor duct banks were provided in any of the record drawings or 30-percent contract documents. Below is a summary of the additional work created due to this unforeseen condition.

- Additional potholing was needed to verify that a reroute would entirely avoid these fiber optic duct banks.
- Structural and Civil Redesign of the retaining wall.
- Replacing the existing fiber optic vault with a traffic-rated vault.
- Additional backfill needed to bring the widened road to elevation.

**For item#4 -** Item associated with the cost impacts related to the unforeseen conditions and utilities at Zone 6-1 pump station. Due to the lack of accurate record drawings for the El Verde Pump Station/ Zone 6-1 pumping station area during the proposal phase, differing site conditions were encountered in the area. As detailed in our emails to GHD on April 18 and 24, 2024, PCL encountered an existing duct bank, which was not shown in the record drawings provided during the RFP process. The district's drawings provided back in November 2023 (post-project award) also lacked elevations for the duct banks. As a result, additional efforts were needed to miss the duct bank, such as extra hand digging and material handling. Additionally, PCL encountered a 2" Galvanized Iron Pipe (G.I.P.) sample and two unrecorded electrical conduits, which both differ from the drawings provided post-award. The repair and rerouting of 2" G.I.P Line was performed by PCL. The two unrecorded electrical conduits running from the El Verde Pump Station to an electrical vault were also found without proper encasement or required coverage. Repair was performed by LEED Electric. Furthermore, the El Verde pump station's foundation deviates from the 1986 record drawings, which indicated a uniform 2' formed concrete foundation for the CMU wall. Instead, we found uneven footing extending 14"-18" in certain areas, encroaching on the planned path of the electrical duct bank. Following Stantec's guidance, PCL chipped the protruding footing to maintain an 8" distance from the CMU wall face, ensuring proper installation of the electrical duct bank. As communicated to GHD/West Valley

Water District and in accordance to the Prime Contract's, PCL performed the work associated with this change under a time and material basis, as described below.

**For item#5-** This item relates to the cost impacts associated with the unforeseen conditions encountered at the pre-treatment area pertaining to the Sample Pump. During the potholing process for the installation of the SCE(Southern California Edison) 10' x 12' transformer, unforeseen utility conditions were encountered. PCL encountered an existing duct bank for a single electrical conduit and a water line utility. These utilities were shown in the record drawings provided by WVWD, but not in the indicated locations. The location of the utilities that connect the Pre-Treatment Sample Pump and the analyzers inside the chemical building, as depicted in the 2006 record drawings, was inaccurate. The 2006 record drawings show the Sample Pump ¾" PVC water line and electrical conduit running approximately 1'-3"(one foot and three inches) along the pre-treatment concrete wall, under the concrete stairs, and into the chemical building where the analyzers are located. However, while potholing, we discovered that the actual conditions showed the ¾" PVC line being 10'-6"(ten feet and six inches) from the pre-treatment concrete wall. Additionally, the single electrical conduit was encased, which was not shown in the record drawings. PCL had to demolish the concrete-encased duct bank for LEED Electric to be able to relocate the conduit.

**For item#6-** This item refers to the cost impacts caused by unforeseen water lines found in Linden Ave and West Via Bello Dr. The main components of this change order are:

- a. Three unforeseen underground water lines classified as 37-inch CML-C(Cement-mortar lined and coated), 43-inch CML-C and a 12-inch Asbestos Cement Pipe (ACP) were discovered during potholing activities in preparation for the installation of 30-inch treated water main connecting the Effluent Pump Station to Reservoir R5- The record drawings provided at the time of proposal did not show any of these unforeseen lines. As part of the investigations performed out in the field, it was determined the 37-inch & 43-inch water lines belong to Fontana Water Company, and the 12-inch ACP pipe belongs to the West Valley Water District.
- b. Upon potholing, two waterlines (a 37-inch and 43-inch) belonging to Fontana Water Company were identified within Linden Ave. The location of the aforementioned pipelines conflicts with the proposed location of the new 30-inch water main that will connect the Oliver P Roemer Water Filtration Facility to the Reservoir R5-2. Therefore, the alignment of the new water line had to be revised to avoid the existing lines. The additional efforts include but are not limited to, additional potholing activities (tracked on time and material basis for further investigations within the area, extra depth for installing the water line within Linden, extra saw-cut, and additional repaving costs.
- c. The location of the two new pull boxes for the fiber line that connects the Roemer plant to the reservoir will also be impacted due to the updated alignment in Linden Ave. Previously, the 30-inch water main's alignment within the shoulder of Linden Ave. allowed for these pull boxes to be set within the shoulder of the roadway at each of the waterlines 90-degree bend's to not exceed the fiber optic's maximum allowable bends of 180-degrees at finished grade in the water main's trench. From the new alignment, pull boxes would be required within Linden Ave., which the City of Rialto will not allow per

the City’s standards. To comply with their standards, the two fiber optic pull boxes will need to be set within the south shoulder of Linden Ave. The additional efforts include but are not limited to excavating a new trench for the fiber conduit on the south shoulder of Linden Ave, an added crossing at Linden Ave. to reconnect with the fiber conduit being installed up W Via Bello Ave. requiring additional traffic controls, and backfilling the fiber conduit’s trench and pull boxes.

d. The existing 12” ACP water main waterline’s location and pipe material properties required an alignment adjustment to the 30” Treated Waterline, shifting it two and a half feet closer to the centerline of W Via Bello Dr. The design update is required in order to ensure that the existing water main (12-inch) that services the homeowners on Via Bello Dr is not undermined or at risk while excavating at a substantially greater depth next to it. Although the alignment of the new 30-inch water main are within half the road width along W Via Bello, the City of Rialto has informed PCL and Ferreira that, at their discretion, they might require all the road to be repaved. Since PCL included pavement restoration for only half of the road, the additional paving efforts will be extra to the project.

**For item#7** – This item relates to the cost impacts associated with troubleshooting of the new blowers for the Oliver P Roemer Water Filtration Upgrades and Expansion Project. While commissioning the new replaced blowers, a few issues beyond PCL’s control were identified. Firstly, PCL identified the filter 5 was not getting sufficient air to properly complete the flushing cycles. It was identified that the root cause of this air deficiency is the malfunction of the existing equipment, particularly filter 5 and a double leaf check valve tying into the same filter. Once the valve replacement was done, it was confirmed that the new blowers were functioning properly.

**For item#8-** The WWWD has requested PCL to accelerate the Operations Building schedule. The cost impacts associated to this item are related to Overtime work.

**For item#9-** Descope the turbidimeter located at the Lytle Creek Intake since there is already a current one in place. The WWWD directed PCL not to replace the equipment. Therefore, credit is being provided.

**CHANGE TO CONTRACT PRICE**

Original Contract Price	<u>\$ 59,116,871.00</u>
Current Contract Price Adjusted by Previous Change Order(s)	<u>\$ 59,640,888.20</u>
Contract Price due to this Change Order shall be increased	<u>\$ 475,432.58</u>
New Contract Price including this Change Order	<u>\$ 60,116,320.78</u>

**CHANGE TO CONTRACT TIME**

Contract Time will be


No time impacts  
(Calendar Days)


Date for Completion of all Work

05/31/2025  
(Date)

**REQUIRED APPROVALS:**

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

	Kevin Goetz	<u>7/16/24</u>
_____	(Print Name)	Date
Requested By (Contractor)		

	Paul Hermann	<u>7/17/24</u>
_____	(Print Name)	Date
Recommended By (Project Manager)		

_____	Rocky Welborn	_____
Recommended By (Director of Engineering)	(Print Name)	Date

_____	John Thiel	_____
Recommended By (General Manager)	(Print Name)	Date

_____	(Print Name)	Date
Accepted By (Owner)		

ITEM 1



CONSTRUCTION

April 3, 2024

Paul Hermann  
Water Market Leader  
GHD  
320 Goddard Way, Suite 200  
Irvine, CA 92618

Linda Jadeski  
Director of Engineering  
West Valley Water District  
855 W. Base Line P.O. Box 920  
Rialto, CA 92377

Attn: Paul Hermann and Linda Jadeski

**RE: Addition of Handrail at Stair Well where FB1 & FB2 meet.**

Mr. Hermann and Ms. Jadeski,

Please accept the attached package as a Change Request for the additional handrail. Per the West Valley Water District's request, additional panels of the existing Filter Building 1 are being deleted by the stairs leading to the basement. In order to address the fall hazard that will be created by the deletion of the panels, a handrailing system is required in the area. Furthermore, PCL's proposal and budget assumed that all panels with cross bracing would be kept in place.

Below is a summary of the additional associated with this handrail.

- Supply and Install of approximately 30ft additional Handrail
- Submittals Drawings, Engineering Calculations and Field Verification.

In accordance with the Prime Contract's section 9.1 – Change Orders, PCL respectfully and in good faith requests that the West Valley Water District accept this Change Request, as the Design-Builder was asked to provide this due to the wall panels being removed next to the stair well.

Sincerely,

Kevin Goetz  
Project Manager  
[kgoetz@pcl.com](mailto:kgoetz@pcl.com)

**PCL CONSTRUCTION INC.**

3900 Kilroy Ave Way, Suite 110  
Long Beach, CA 90806  
Telephone: (858) 657-3400 ♦ Website: [www.pcl.com](http://www.pcl.com)

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110, Long Beach, CA 90806

# CHANGE ORDER PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion

PCO # TBD  
DATE: 4/1/24  
ESTIMATOR: GM

DESCRIPTION:

Hand Rail for Stair Well

**DIRECT ESTIMATE**

LABOR		\$	-
EQUIPMENT		\$	-
MATERIALS		\$	-
SUBCONTRACTOR		\$	9,750
<b>SUBTOTAL</b>		<b>\$</b>	<b>9,750</b>

**DIRECT MARKUP**

LABOR	25%	\$	-
EQUIPMENT	20%	\$	-
MATERIALS	15%	\$	-
SUBCONTRACTOR	5%	\$	488
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>488</b>

<b>SUBTOTAL WITH DIRECT MARKUP</b>		<b>\$</b>	<b>10,238</b>
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**TOTAL ADDITIONAL WORK \$ 10,238**

**GRAND TOTAL THIS CHANGE \$ 10,238**

Hand Rail for Stair Well

DATE 04/01/24

DESCRIPTION	QTY	UNIT	LABOR EXPENSE						VENDOR SUPPLIED MATERIALS		SUBCONTRACTOR		TOTAL
			EQUIP		MANHOURS		AMOUNT		U.P.	TOTAL	U.P.	TOTAL	
			U.P.	TOTAL	MH/UNIT	TOTAL	U.P.	TOTAL					
<b>LABOR</b>													\$ -
													\$ -
<b>EQUIPMENT</b>													\$ -
													\$ -
<b>Vendor</b>													\$ -
													\$ -
<b>Subcontractor</b>													\$ -
Allied Steel - Supply and Install of Apprx. 30ft of Galv. Guard Rail	1.0	LS										\$ 9,750	\$ 9,750
<b>TOTAL DIRECT COST</b>												\$ -	\$ 9,750
<b>MARKUPS</b>													
EQUIPMENT	20%			\$ -									
OTHER ITEMS	5%												
LABOR	25%						\$ -						
MATERIALS	15%							\$ -					
SUBCONTRACTS	5%										\$ 488		
<b>SUBTOTALS WITH MARKUP</b>							\$ -	\$ -	\$ -		\$ 10,238	\$ 10,238	
Notes:													





ITEM 2



CONSTRUCTION

6.8.a

June 10, 2024

Paul Hermann  
Water Market Leader  
GHD  
320 Goddard Way, Suite 200  
Irvine, CA 92618

Shah Nawaz  
Senior Engineer  
West Valley Water District  
855 W. Base Line P.O. Box 920  
Rialto, CA 92377

Attn: Paul Hermann and Shah Nawaz

**RE: Unforeseen Utilities Near Pre-Treatment Facility - Oliver P. Roemer Water Filtration Facility Upgrade and Expansion Project**

Mr. Hermann and Mr. Nawaz,

Please accept the attached package as a Change Request due to the cost impacts caused by two unforeseen utilities identified near the Pre-Treatment Facility and a 58-inch-wide duct bank with a differing location than what is shown in the provided record drawings. The two unforeseen underground utilities classified as an abandoned 1-foot 3-inch-wide duct bank and a 4-inch PVC water line were discovered during the installation of duct bank's (DB) 06 and 08, preceding the installation of the 12" backwash recycle line (12" REC) connecting backwash ponds 1-6 to the Pre-Treatment Facility. The record drawings provided at the time of proposal do not show any of these unforeseen lines. Due to these unforeseen utilities' location additional design and construction efforts are required to finalize the routing of DB-06 & 08 and the remainder of 12" REC line left to be installed beyond the temporary bypass currently in place. From potholing it was determined the 58-inch-wide duct bank has a differing location than what is shown in the record drawings. The 58" wide duct bank's actual location would not allow for the installation of the check valve vault needed to house the future sludge line check valve.

As these utilities were not provided in any of the record drawings or contract documents, we see this being characterized as differing site conditions supported by the following points:

- Upon excavating for the continuation of DB-08 from the hydroelectric building, the abandoned duct bank belonging to West Valley Water District (WVWD) was identified to be conflicting with DB-06 and DB-08's tentative pullbox location's and two known crossings with the future 12" REC line. Considering the abandoned duct bank's nature of not being utilized, PCL, Stantec and GHD concluded that this duct bank should be demoed to allow for the installation of DB-06, DB-08 and the remainder of 12" REC line.
- The 58-inch-wide duct bank is shown to be outside of the northern most roadway running along the Pre-Treatment Facility to the Hydro Electric Building. As previously mentioned, this differing location identified from potholing activities determined a separation from the existing sludge line of only 1-foot near where the sludge check vault was to be installed. With only 1-foot of separation from the sludge line, this determined insufficient separation to allow for the installation of the sludge line check valve vault. The 58-inch-wide duct

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3750 Schaufele Ave, Suite 270  
Long Beach, CA 90808

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**CONSTRUCTION**

bank location maintains this same differing location in the roadway up to the hydroelectric building. Due to its location along the length of the sludge line, alternative solutions to prevent backflow from the 12" REC were required to meet the design criteria to allow for flushing the sludge line. Without the ability to install a vault intended to house the check valve, future maintenance to the check valve would not be viable. In efforts to meet the design intent of preventing the recycle lines flushing operation on the sludge line, GHD proposed utilizing a rubber flex duckbill check valve at the inlet of the sludge line secured in place by agreed on methods throughout design discussions between PCL, Stantec and GHD and formalized in submittal number 00643.2 (SUM-00643.2). In summary the duckbill check valve will be utilized and set in the sludge line inlet's origin at the Pre-Treatment Facility by setting the duckbill check valve in the 10-inch opening and secured by a 316SS plate secured with 316SS expansion anchors to avoid damaging the inlets surrounding concrete if the flange was directly anchored to the concrete. Two installations of grout are also needed direct all sludge into the inlet and duckbill check valve opening. This change request formalizes the removal of labor and material required to install the sludge check valve and vault as well as the addition of the new duck bill check valve.

- The unknown 4-inch PVC line location led to an updated design to the above ground pipe needed for the 12-inch butterfly valve's and Air Vac assemblies. Due to the depth of the 4-inch PVC line where the 12" REC was intended to cross, a drastic dive in elevation would be needed creating deeper excavations for the 12" REC before extending above ground as shown in the IFC drawing sets. To avoid this additional depth or a reroute of the 4-inch PVC line an updated design was proposed to avoid this crossing entirely which also would allow for the original asphalt road width at sludge pond 3. This preference was discussed with WWD plant operators, GHD and Stantec prior to moving forward with it's design.
- The existing site conditions mentioned above brought required design updates to accommodate each of them on a case-to-case basis. With each design update, credits and debits were assessed using the applicable IFC drawings as the basis for determining the credits or debits coinciding with each updated design. The credited or debited amounts formalize the cost differences found in material, labor and equipment needed to implement each design update. When a combination of credits and debits was identified, an itemization of their respective amounts has been evaluated and included within this Change Request to ensure all parties involved have a clear and concise understanding of all cost variances found in the required design updates made in efforts of meeting the original design's intent.

Finally, in accordance with the Prime Contract section 4.2 – Differing Site Conditions, PCL respectfully and in good faith requests that the West Valley Water District accept this Change Request, as the Design-Builder finds the aforementioned utilities' location materially differ and could not have been discovered, or reasonable inferred, from the Contract Documents or a thorough inspection of the Project Site by the Design-Builder. These updates to the backwash recycle line, sludge check valve/vault to avoid conflicts with these unforeseen utilities are considered the most cost-effective solution to meet all design criteria set forth in the Contract Documents.

Sincerely,

Kevin Goetz  
Project Manager  
[kgoetz@pcl.com](mailto:kgoetz@pcl.com)

**PCL CONSTRUCTION INC.**  
3750 Schaufele Ave, Suite 270  
Long Beach, CA 90808  
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PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110, Long Beach, CA 90806

# CHANGE ORDER PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion

PCO # TBD  
DATE: 6/24/24  
ESTIMATOR: SF

DESCRIPTION:

Unforeseen Utilities at Pre-Treatment Facility

**DIRECT ESTIMATE**

LABOR		\$	15,742.61
EQUIPMENT		\$	5,548.79
MATERIALS		\$	11,858.89
SUBCONTRACTOR		\$	1,087.00
<b>SUBTOTAL</b>		<b>\$</b>	<b>34,237.29</b>

**DIRECT MARKUP**

LABOR	25%	\$	3,935.65
EQUIPMENT	20%	\$	1,109.76
MATERIALS	15%	\$	1,778.83
SUBCONTRACTOR	5%	\$	54.35
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>6,878.60</b>

**SUBTOTAL WITH DIRECT MARKUP** **\$ 41,115.89**

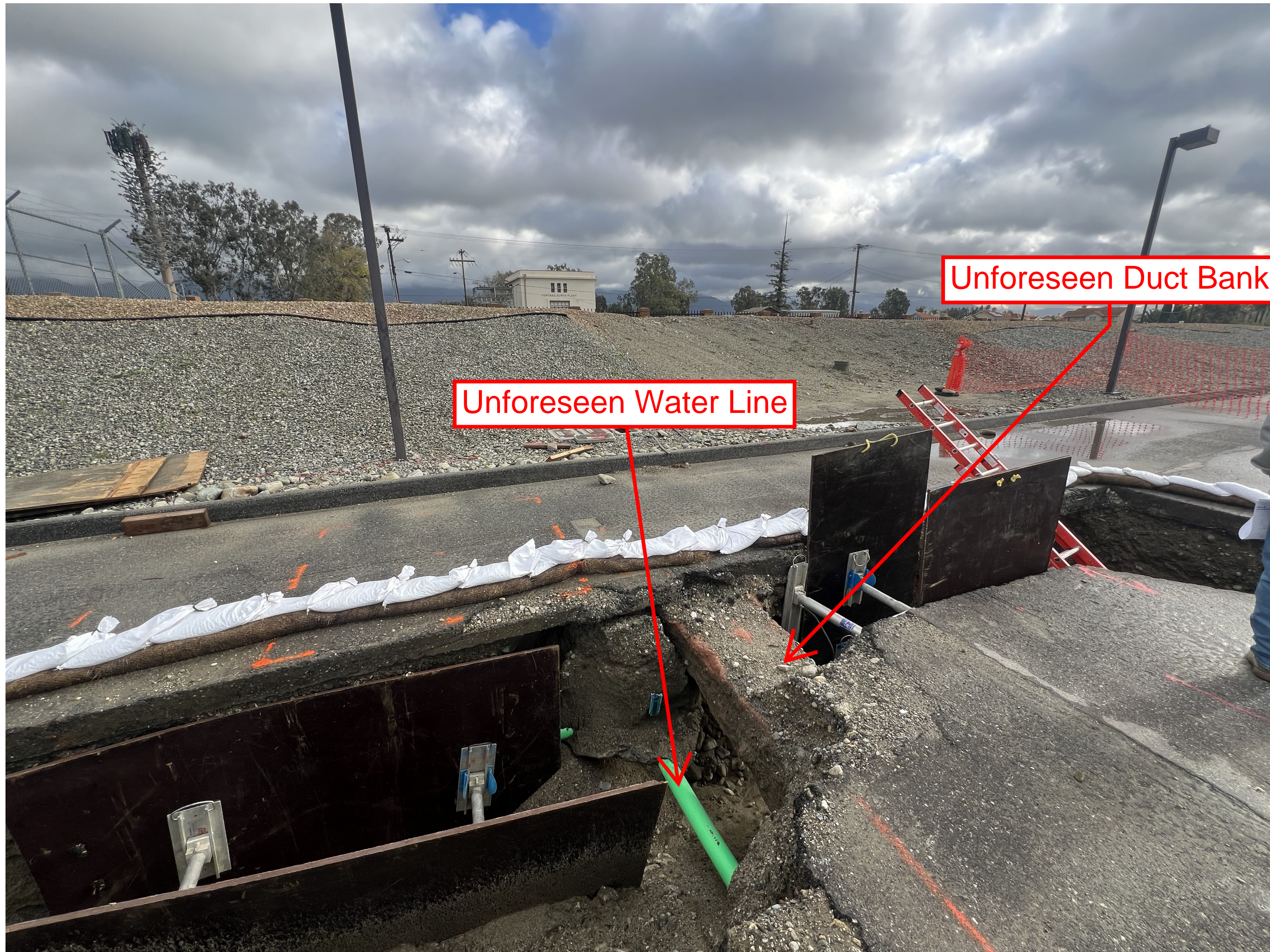
**TOTAL ADDITIONAL WORK \$ 41,115.89**

**GRAND TOTAL THIS CHANGE \$ 41,115.89**

Unforeseen Utilities at Pre-Treatment Facility

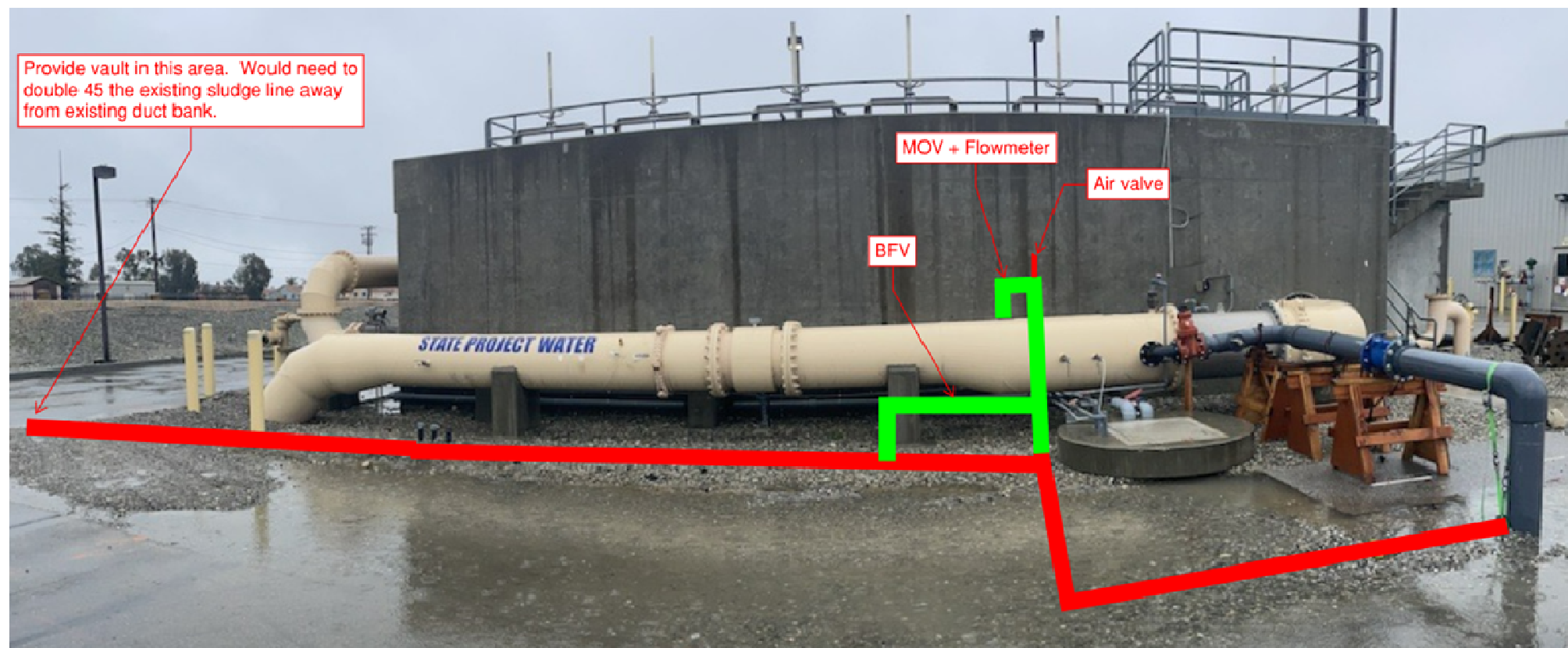
DATE 06/24/24

DESCRIPTION	QTY	UNIT	EQUIP		LABOR EXPENSE				VENDOR		SUBCONTRACTOR		TOTAL
			U.P.	TOTAL	MANHOURS		AMOUNT		U.P.	TOTAL	U.P.	TOTAL	
					MH/UNIT	TOTAL	U.P.	TOTAL					
<b>LABOR</b>													
<b>1. Work Performed on T&amp;M Basis prior to the redesign</b>													
Work performed on T+M [Tickets dated 2-13-24, 2-14-24, 3-13-24, 4-5/24]	1.0	LS			\$ 40.00	\$ 40.00	\$ 3,367.00	\$ 3,367.00					\$ 3,367.00
<b>2. Efforts associated to demolishing an unforeseen duct bank</b>													
Sawcut asphalt above abandoned duct bank (2) - [Laborer Group 4]	122.0	LF			\$ 0.03	\$ 8.00	\$ 84.14	\$ 673.09					\$ 673.09
Sawcut asphalt above abandoned duct bank [Laborer Foreman]	122.0	LF			\$ 0.03	\$ 4.00	\$ 86.58	\$ 346.33					\$ 346.33
Strip sawcut asphalt to demo duct bank [Operator Group 8]	92.0	SF			\$ 0.04	\$ 4.00	\$ 109.04	\$ 436.14					\$ 436.14
Strip asphalt [Laborer Group 4]	92.0	SF			\$ 0.04	\$ 4.00	\$ 84.14	\$ 336.55					\$ 336.55
Strip asphalt [Laborer Foreman]	92.0	SF			\$ 0.04	\$ 4.00	\$ 86.58	\$ 346.33					\$ 346.33
Demo existing duct bank [Operator Group 8]	61.0	LF			\$ 0.39	\$ 24.00	\$ 109.04	\$ 2,616.85					\$ 2,616.85
Demo existing duct bank (2) - [Laborer Group 4]	61.0	LF			\$ 0.39	\$ 48.00	\$ 84.14	\$ 4,038.56					\$ 4,038.56
Demo Existing duct bank [Laborer Foreman]	61.0	LF			\$ 0.39	\$ 24.00	\$ 86.58	\$ 2,077.96					\$ 2,077.96
Backfill after duct bank demo [Operator Group 8]	1.0	LS			\$ 4.00	\$ 4.00	\$ 109.04	\$ 436.14					\$ 436.14
Backfill after duct bank demo [Laborer Group 4]	1.0	LS			\$ 4.00	\$ 4.00	\$ 84.14	\$ 336.55					\$ 336.55
Backfill after duct bank demo [Laborer Foreman]	1.0	LS			\$ 4.00	\$ 4.00	\$ 86.58	\$ 346.33					\$ 346.33
Additional Depth/excavation at DB-08/speed shore installation/removal [Operator Group 8]	1.0	LS			\$ 8.00	\$ 8.00	\$ 109.04	\$ 872.28					\$ 872.28
Additional Depth/excavation at DB-08/speed shore installation/removal [Laborer Group 4]	1.0	LS			\$ 8.00	\$ 8.00	\$ 84.14	\$ 673.09					\$ 673.09
Additional Depth/excavation at DB-08/speed shore installation/removal [Laborer Foreman]	1.0	LS			\$ 8.00	\$ 8.00	\$ 86.58	\$ 692.65					\$ 692.65
<b>3. Efforts associated with added pipe support per new design</b>													
Excavate/Backfill pipe support foundation/ Over ex for formwork [Operator Group 8]	1.0	LS			\$ 4.00	\$ 4.00	\$ 109.04	\$ 436.14					\$ 436.14
Excavate/Backfill pipe support foundationOver ex for formwork [Laborer Group 4]	1.0	LS			\$ 4.00	\$ 4.00	\$ 84.14	\$ 336.55					\$ 336.55
Excavate/Backfill pipe support foundationOver ex for formwork [Laborer Foreman]	1.0	LS			\$ 4.00	\$ 4.00	\$ 86.58	\$ 346.33					\$ 346.33
Form/Strip pipe support fdn (4'x4'x2' - 32 SF each ) [Carpenter Apprentice 1]	1.0	LS			\$ 8.00	\$ 8.00	\$ 52.80	\$ 422.39					\$ 422.39
Form/Strip pipe support fdn (4'x4'x2' - 32 SF each ) [Carpenter Journeyman]	1.0	LS			\$ 8.00	\$ 8.00	\$ 88.69	\$ 709.53					\$ 709.53
Place Pipe Support Foundation [Laborer Group 4]	2.0	CY			\$ 1.50	\$ 3.00	\$ 84.14	\$ 252.41					\$ 252.41
Place Pipe Support Foundation [Laborer Foreman]	2.0	CY			\$ 1.50	\$ 3.00	\$ 86.58	\$ 259.75					\$ 259.75
Place Pipe Support Foundation [Cement Mason]	2.0	CY			\$ 1.50	\$ 3.00	\$ 73.50	\$ 220.50					\$ 220.50
<b>4. Efforts associated with installing the new duckbill check valve per new design</b>													
Grout Placement for duckbill check valve [Laborer Group 4]	1.0	LS			\$ 8.00	\$ 8.00	\$ 84.14	\$ 84.14					\$ 84.14
Grout Placement 1/2 for duckbill check valve [Cement Mason]	1.0	LS			\$ 8.00	\$ 8.00	\$ 73.50	\$ 73.50					\$ 73.50
Install SS plate, duckbill check valve neopreen and expansion anchors [Laborer Group 4]	1.0	LS			\$ 6.00	\$ 6.00	\$ 84.14	\$ 84.14					\$ 84.14
Install SS plate, duckbill check valve neopreen and expansion anchors [Laborer Foreman]	1.0	LS			\$ 6.00	\$ 6.00	\$ 86.58	\$ 86.58					\$ 86.58
Grout Placement 2/2 for duckbill check valve [Laborer Group 4]	1.0	LS			\$ 6.00	\$ 6.00	\$ 84.14	\$ 504.82					\$ 504.82
Grout Placement 2/2 for duckbill check valve [Concrete Mason]	1.0	LS			\$ 6.00	\$ 6.00	\$ 73.50	\$ 73.50					\$ 73.50
<b>5. Credit for not installing a Pre-Cast vault and check valve</b>													
Labor for vault/checkvalve install [LS Estimate Amount]	(1.0)	LS			\$ 38.00	\$ (38.00)	\$ 92.42	\$ (3,511.96)					\$ (3,511.96)
Labor Credit for reduction in 12" REC pipe (33 LF @ 4.137 LF/HR) [Laborer Foreman]	(33.0)	LF			\$ 4.14	\$ (7.98)	\$ 86.58	\$ (690.64)					\$ (690.64)
Labor Credit for reduction in 12" REC pipe (33 LF @ 4.137 LF/HR) [Laborer Group 4]	(33.0)	LF			\$ 4.14	\$ (7.98)	\$ 84.14	\$ (671.14)					\$ (671.14)
Labor Credit for reduction in 12" REC pipe (33 LF @ 4.137 LF/HR) [Operator Group 8]	(33.0)	LF			\$ 4.14	\$ (7.98)	\$ 109.04	\$ (869.75)					\$ (869.75)
<b>EQUIPMENT</b>													
Equipment from T+M work [Tickets dated 2-13-24, 2-14-24, 3-13-24, 4-5/24]	1.0	LS	\$ 1,703.69	\$ 1,703.69									\$ 1,703.69
Walk behind saw [sawco]	8.0	HR	\$ 19.42	\$ 155.36									\$ 155.36
Bobcat E88 R2 Excavator [Tracs]	32.0	HR	\$ 51.65	\$ 1,652.80									\$ 1,652.80
10 CY Dump Truck [truof]	36.0	HR	\$ 65.65	\$ 2,363.40									\$ 2,363.40
Sunbelt - Breaker for Duct Bank Demo (verifying \$/compatibility with Mini Ex)	3.0	DAY	\$ 250.00	\$ 750.00									\$ 750.00
Mixer for Grout [conmx]	16.0	HR	\$ 4.36	\$ 69.76									\$ 69.76
Equipment credit for reduction in pipe - Bobcat E88 R2 Excavator [Tracs]	(8.0)	HR	\$ 51.65	\$ (413.20)									\$ (413.20)
Equipment credit for removal of vault - Caterpillar 336 Excavator [CAT]	(3.0)	HR	\$ 238.96	\$ (716.88)									\$ (716.88)
Equipment credit for removal of vault - Trench Compactor [COMHG]	(3.0)	HR	\$ 5.38	\$ (16.14)									\$ (16.14)
<b>Vendor</b>													
Credit for removal of Pre-Cast Vault for check valve on sludge line	(1.0)	EA					\$ 5,387.50	\$ (5,387.50)					\$ (5,387.50)
Ferguson - Removal of (1) 12" MJ Tee & (2) 45 deg MJ fittings due to updated routing	(1.0)	LS					\$ 2,092.29	\$ (2,092.29)					\$ (2,092.29)
Ferguson - Decrease in 12" Ductile Iron (Fastite) Pipe	(40.0)	LF					\$ 56.29	\$ (2,251.54)					\$ (2,251.54)
Ferguson - Restocking Fee for (1) 12" MJ Tee & (2) 45 deg MJ elbows	1.0	LS					\$ 750.78	\$ 750.78					\$ 750.78
Ferguson - Added 12" DI MJ CML/AC 90 Deg Elbow	1.0	EA					\$ 750.78	\$ 750.78					\$ 750.78
Ferguson - 25% Restocking Fee for 40 LF of Fastite pipe	1.0	LS					\$ 522.40	\$ 522.40					\$ 522.40
Ferguson - Cost increase for above ground pipe with design update	1.0	LS					\$ 9,303.18	\$ 9,303.18					\$ 9,303.18
Ferguson - Onyx Duckbill check valve with backer ring	1.0	EA					\$ 2,632.01	\$ 2,632.01					\$ 2,632.01
Ferguson - Wedge Anchors for SS plate install	4.0	EA					\$ 13.30	\$ 53.20					\$ 53.20
Ferguson - Credit for previous sludge check valve	(1.0)	EA					\$ 3,022.08	\$ (3,022.08)					\$ (3,022.08)
Southern California Environmental - Haul off asphalt & demoed duct bank	1.0	LS					\$ 600.00	\$ 600.00					\$ 600.00
Engineering Outsourced, LLC - Additional modeling	1.0	LS					\$ 937.50	\$ 937.50					\$ 937.50
Robertson's Ready Mix - Concrete for pipe support foundation	2.0	CY					\$ 161.28	\$ 322.56					\$ 322.56
Robertson's Ready Mix - Short Load Fee	2.0	CY					\$ 180.00	\$ 180.00					\$ 180.00
Robertson's Ready Mix - Environmental Fee and Energy Surcharge	1.0	LS					\$ 150.00	\$ 150.00					\$ 150.00
United Rentals - Temporary shoring materials needed for additional depth at DB-08	1.0	MO					\$ 4,710.93	\$ 4,710.93					\$ 4,710.93
Yo Fire - 1/4" thick 3'x3' 316 SS plate	1.0	EA					\$ 1,777.88	\$ 1,777.88					\$ 1,777.88
Kumar Industries - Pipe Support and Anchors (Includes seismic calcs, excludes epoxy)	1.0	LS					\$ 1,950.00	\$ 1,950.00					\$ 1,950.00
Kumar Industries - Credit for pipe supports in previous sludge vault M-503 section A	(2.0)	EA					\$ 360.96	\$ (721.92)					\$ (721.92)
White Cap - Sika 328 Grout	15.0	EA					\$ 24.63	\$ 369.45					\$ 369.45
Sunstate - Blower System for confined space at Pre-Treatment	3.0	DAY					\$ 33.61	\$ 100.83					\$ 100.83
Sunstate - Tripod System for confined space	3.0	DAY					\$ 9.24	\$ 27.72					\$ 27.72
Sunstate - Gas Monitor	3.0	DAY					\$ 65.00	\$ 195.00					\$ 195.00
<b>Subcontractor</b>													
Hardy & Harper - Cost delta for scope increase to AC paving (added DB demo + new route for 12" REC line to sludge line.(See sheet 31 for breakdown)	1.0	LS									\$ 629.00	\$ 629.00	\$ 629.00
Quality Rebar - Detailing, rebar and material for additional pipe support foundation	1.0	LS									\$ 458.00	\$ 458.00	\$ 458.00
<b>TOTAL DIRECT COST</b>					\$ 5,548.79		\$ 15,742.61		\$ 11,858.89		\$ 1,087.00		\$ 34,237.29
<b>MARKUPS</b>													
EQUIPMENT	20%			\$ 1,109.76									
OTHER ITEMS	5%												
LABOR	25%					\$ 3,935.65							
MATERIALS	15%							\$ 1,778.83					
SUBCONTRACTS	5%									\$ 54.35			
<b>SUBTOTALS WITH MARKUP</b>					\$ 6,658.55		\$ 19,678.27		\$ 13,637.72		\$ 1,141.35		\$ 41,115.89
Notes:													



Unforeseen Water Line

Unforeseen Duct Bank



Thanks,

**Scott Ferrier**  
Project Engineer

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110  
Long beach, CA 90806  
M: (480)-901-7124  
[sferrier@pcl.com](mailto:sferrier@pcl.com)

[www.pcl.com](http://www.pcl.com)  
TOGETHER WE BUILD SUCCESS

**From:** Scott Ferrier <[SRFerrier@pcl.com](mailto:SRFerrier@pcl.com)>  
**Sent:** Friday, February 9, 2024 2:13 PM  
**To:** Sam Jung <[samuel.jung@ghd.com](mailto:samuel.jung@ghd.com)>  
**Cc:** Paul Hermann <[Paul.Hermann@ghd.com](mailto:Paul.Hermann@ghd.com)>; Shamia Salih <[Shamia.Salih@ghd.com](mailto:Shamia.Salih@ghd.com)>; Kevin Goetz <[KGoetz@pcl.com](mailto:KGoetz@pcl.com)>  
**Subject:** RE: Differing Site Condition - Unknown 4-inch PVC line

Sam,



ITEM 3



CONSTRUCTION

March 20, 2024

Paul Hermann  
Water Market Leader  
GHD  
320 Goddard Way, Suite 200  
Irvine, CA 92618

Linda Jadeski  
Director of Engineering  
West Valley Water District  
855 W. Base Line P.O. Box 920  
Rialto, CA 92377

Attn: Paul Hermann and Linda Jadeski

**RE: Request for Change Due to Differing Site Conditions – Retaining Wall Reroute - Oliver P. Roemer Water Filtration Facility Upgrade and Expansion Project**

Mr. Hermann and Ms. Jadeski,

Please accept the attached package as a Change Request for the Retaining Wall Redesign. PCL notified the District on January, 23 2024 of the differing site condition that an unforeseen fiber optic vault and interconnecting duct banks were conflicting with the proposed retaining wall. As mentioned in the email correspondence, neither the vault or duct banks were provided in any of the record drawings or 30-percent contract documents. Therefore, we see these utilities as a differing site condition. Below is a summary of the additional work created due to this unforeseen condition.

- Additional potholing was needed to verify that a reroute would entirely avoid these fiber optic duct banks.
- Structural and Civil Redesign to the retaining wall.
- Replacing the existing fiber optic vault with a traffic rated vault.
- Additional backfill needed to bring the widened road to elevation.

In accordance with the Prime Contract's section 4.2 – Differing Site Conditions, PCL respectfully and in good faith requests that the West Valley Water District accept this Change Request, as the Design-Builder determines these fiber optic utilities were never provided. This could not have been discovered, or reasonably inferred, from the Contract Documents or a thorough inspection of the Project Site by the Design-Builder.

Sincerely,

Kevin Goetz  
Project Manager  
[kgoetz@pcl.com](mailto:kgoetz@pcl.com)

**PCL CONSTRUCTION INC.**

3750 Schauffele Ave, Suite 270  
Long Beach, CA 90808  
Telephone: (858) 657-3400 ♦ Website: [www.pcl.com](http://www.pcl.com)

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110, Long Beach, CA 90806

# CHANGE ORDER PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion

PCO # CRX 22  
DATE: 6/10/24  
ESTIMATOR: SF

DESCRIPTION:

Retaining Wall Reroute to avoid conflicts with existing Fiber Optic duct banks and vault

**DIRECT ESTIMATE**

LABOR		\$	8,525
EQUIPMENT		\$	7,731
MATERIALS		\$	794
SUBCONTRACTOR		\$	9,030
<b>SUBTOTAL</b>		<b>\$</b>	<b>26,080</b>

**DIRECT MARKUP**

LABOR	25%	\$	2,131
EQUIPMENT	20%	\$	1,546
MATERIALS	15%	\$	119
SUBCONTRACTOR	5%	\$	452
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>4,248</b>

<b>SUBTOTAL WITH DIRECT MARKUP</b>		<b>\$</b>	<b>30,328</b>
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**TOTAL ADDITIONAL WORK \$ 30,328**

**GRAND TOTAL THIS CHANGE \$ 30,328**

Retaining Wall Reroute

DATE 06/10/24

DESCRIPTION	QTY	UNIT	EQUIP		LABOR EXPENSE				VENDOR SUPPLIED MATERIALS		SUBCONTRACTOR		TOTAL
			U.P.	TOTAL	MANHOURS		AMOUNT		U.P.	TOTAL	U.P.	TOTAL	
					MH/UNIT	TOTAL	U.P.	TOTAL					
<b>LABOR</b>													
Potholing Unforeseen Fiber Line [Operator Group 8]	2.0	EA			3.00	6.00	\$ 109.04	\$654					\$ 654
Potholing Unforeseen Fiber Line [Laborer Group 4]	2.0	EA			3.00	6.00	\$ 84.14	\$505					\$ 505
Potholing Unforeseen Fiber Line [Laborer Foreman]	2.0	EA			3.00	6.00	\$ 86.58	\$519					\$ 519
Replacing existing fiber optic vault with traffic rated vault [Operator Group 8]	1.0	EA			8.00	8.00	\$ 109.04	\$872					\$ 872
Replacing existing fiber optic vault with traffic rated vault [Laborer Group 4]	1.0	EA			8.00	8.00	\$ 84.14	\$673					\$ 673
Replacing existing fiber optic vault with traffic rated vault [Laborer Foreman]					8.00	8.00	\$ 86.58	\$693					\$ 693
Remove Materials/Backfill suitable materials behind concrete wall [Operator Group 8]	93.0	CY			15.50	6.00	\$ 109.04	\$654					\$ 654
Remove Materials/Backfill suitable materials behind concrete wall [Laborer Group 4]	93.0	CY			15.50	6.00	\$ 84.14	\$505					\$ 505
Remove Materials/Backfill suitable materials behind concrete wall [Laborer Foreman]	93.0	CY			15.50	6.00	\$ 86.58	\$519					\$ 519
Haul material to screening location [Laborer Group 4]	93.0	CY			23.25	4.00	\$ 84.14	\$337					\$ 337
Haul Screened Materials to backfill behind retaining wall [Laborer Group 4]	93.0	CY			23.25	4.00	\$ 84.14	\$337					\$ 337
Haul material to screening location [Laborer Foreman]	93.0	CY			23.25	4.00	\$ 86.58	\$346					\$ 346
Compact backfill at vault [Laborer Group 4]	1.0	EA			8.00	8.00	\$ 84.14	\$673					\$ 673
Compact backfill at vault [Laborer Foreman]	1.0	EA			8.00	8.00	\$ 86.58	\$693					\$ 693
Screen Materials - 93 CY [Operator Group 8]	1.0	LS			1.00	5.00	\$ 109.04	\$545					\$ 545
<b>EQUIPMENT</b>													
Excavator - CAT 229 [CAT]	19.0	HRS	\$ 140.65	\$ 2,672									\$ 2,672
Aggregate Screen	1.0	DAY	\$ 1,800.00	\$ 1,800									\$ 1,800
F-150 Truck	32.0	HRS	\$ 42.39	\$ 1,356									\$ 1,356
Jumping Jack [COMHG]	8.0	HRS	\$ 12.18	\$ 97									\$ 97
Loader ; Volvo L-70C [VME]	8.0	HRS	\$ 95.22	\$ 762									\$ 762
Dump Truck 10 yard - [TRUOF]	16.0	HRS	\$ 65.16	\$ 1,043									\$ 1,043
<b>Vendor</b>													
Traffic Rated 13"x24"x12" - [Ferguson; Traffic Rated Vault]	1.0	EA							\$ 1,098.53	\$ 1,098.53			\$ 1,099
4-inch PVC for Vault	3.0	LF							\$ 5.89	\$ 17.67			\$ 18
4500 psi Footing Concrete - [Robertson's Ready Mix]	(2.0)	CY							\$ 161.28	\$ (323)			\$ (323)
<b>Subcontractor</b>													
Stantec - Structural and Civil Site Redesign to Retaining Wall	1.0	LS									\$ 12,506	\$ 12,506	\$ 12,506
Engineering Outsourced, LLC - Retaining Wall Drawings (modeling)	1.0	LS									\$ 3,775	\$ 3,775	\$ 3,775
Boulderscape - Reduction in wall square footage	(1.0)	LS									\$ 7,251.00	\$ (7,251)	\$ (7,251)
Quality Rebar - Credit received for labor and material	(1.0)	LS									\$ 6,376	\$ (6,376)	\$ (6,376)
The Culver Group - Additional/survey updated wall alignment	8.0	HR									\$ 295	\$ 2,360	\$ 2,360
<b>TOTAL DIRECT COST</b>				\$ 7,731			\$ 8,525		\$ 794		\$ 9,030		\$ 26,080
<b>MARKUPS</b>													
EQUIPMENT	20%			\$ 1,546									
OTHER ITEMS	5%												
LABOR	25%						\$ 2,131						
MATERIALS	15%							\$ 119					
SUBCONTRACTS	5%										\$ 452		
<b>SUBTOTALS WITH MARKUP</b>				\$ 9,277			\$ 10,657		\$ 913		\$ 9,482		\$ 30,328
Notes:													





ITEM 4

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110 Long Beach, CA 90806

# CHANGE ORDER PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion  
CRX # 029

PCO # TBD  
DATE: 5/30/24  
ESTIMATOR:

DESCRIPTION:

Unforeseen Filter Building 1 Uneven Footing

**DIRECT ESTIMATE**

LABOR		\$	10,681.71
EQUIPMENT		\$	2,921.30
MATERIALS		\$	124
SUBCONTRACTOR		\$	2,255.00
<b>SUBTOTAL</b>		<b>\$</b>	<b>15,981.92</b>

**DIRECT MARKUP**

LABOR	25%	\$	2,670.43
EQUIPMENT	20%	\$	584.26
MATERIALS	15%	\$	19
SUBCONTRACTOR	5%	\$	112.75
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>3,386.02</b>

**SUBTOTAL WITH DIRECT MARKUP** \$ **19,367.94**

**TOTAL ADDITIONAL WORK \$ 19,367.94**

**GRAND TOTAL THIS CHANGE \$ 19,367.94**



UNFORESEEN CONDITIONS/UTILITIES AT RESERVIOR AREA (EL VARDE PUMP STATION)

DATE 05/30/24

	QTY	UNIT	EQUIP		LABOR EXPENSE				VENDOR SUPPLIED MATERIALS		SUBCONTRACTOR		TOTAL
			U.P.	TOTAL	MANHOURS		AMOUNT		U.P.	TOTAL	U.P.	TOTAL	
					MH/UNIT	TOTAL	U.P.	TOTAL					
<b>Labor</b>													
(2)Laborers group # 4 (STANARD TIME)	50.5	HRS			85.57	4321.29		\$ 4,321.29					\$ 4,321.29
(2)Laborers group # 4 (OVER TIME)	1.0	HRS		\$ -	114.50	114.50		\$ 114.50					\$ 114.50
(1) Operator Group #8	6.0	HRS			105.36	632.16		\$ 632.16					\$ 632.16
(1) Crane Operator Group 10	15.0	HRS			114.50	1717.50		\$ 1,717.50					\$ 1,717.50
(1) Laborer Apprentice 3	21.0	HRS			57.64	1210.44		\$ 1,210.44					\$ 1,210.44
(1) Laborer Foreman(STANDARD TIME)	28.5	HRS			88.02	2508.57		\$ 2,508.57					\$ 2,508.57
(1) Laborer Foreman (OVER TIME)	1.5	HRS			118.17	177.26		\$ 177.26					\$ 177.26
<b>EQUIPMENT</b>													
John Deere 310G Bachkoe	20.5	HRS	\$ 58.60	\$ 1,201.30		0.00		\$ -	\$ -		\$ -		\$ 1,201.30
Ford 5 Yard Dump Truck (1 Day Minimum)	4.0	Days	\$ 400.00	\$ 1,600.00		0.00		\$ -	\$ -		\$ -		\$ 1,600.00
Air Compressor-185CFM Towable Diesel (1 Day Minimum)	1.0	Days	\$ 120.00	\$ 120.00		0.00		\$ -	\$ -		\$ -		\$ 120.00
Air Tools-Hammer 30# (1 Day Minimum @ 40 per day EA)	2.0	EA	\$ 40.00	\$ 80.00		0.00		\$ -	\$ -		\$ -		\$ 80.00
<b>Vendor Materials</b>													
<b>Subcontractor</b>													
Lump Sum Amount For Work Performed (See Estimate & Breakdown)	1.0	LS		\$ -		0.00		\$ -	\$ -	\$ 2,255.00	\$ 2,255		\$ 2,255.00
<b>Materials</b>													
3/4" x 4'-0" GALV NPL TBE AIS DOM	1.0	EA	\$ -			0.00		\$ -	\$ 55	\$ 55		\$ -	\$ 55.00
3/4" x 0'-4" GALV NPL TBE AIS DOM	1.0	EA	\$ -			0.00		\$ -	\$ 14	\$ 14		\$ -	\$ 14.00
3/4" GALV THRD UNION AIS DOM	1.0	EA	\$ -			0.00		\$ -	\$ 18	\$ 18		\$ -	\$ 18.00
2 x 3/4 GALV THRD RED AIS DOM	1.0	EA	\$ -			0.00		\$ -	\$ 28	\$ 28		\$ -	\$ 28.00
MATERIAL TAXES	1.0	LS	\$ -			0.00		\$ -	\$ 8.91	\$ 8.91		\$ -	\$ 8.91
				\$ 2,921.30		10681.71		\$ 10,681.71		\$ 123.91		\$ 2,255.00	\$ 16,053.01
<b>MARKUPS</b>													
EQUIPMENT	20%			\$ 584.26									
OTHER ITEMS	5%												
LABOR	25%							\$ 2,670.43					
MATERIALS	15%								\$ 19				
SUBCONTRACTS	5%										\$ 112.75		
SUBTOTALS WITH MARKUP				\$ 3,505.56				\$ 13,352.14	\$ 142		\$ 2,367.75	\$ 112.75	\$ 19,367.94
Notes:													

ITEM 5



CONSTRUCTION

6.8.a

July 10, 2024

Paul Hermann  
Water Market Leader  
GHD  
320 Goddard Way, Suite 200  
Irvine, CA 92618

Shah Nawaz  
Senior Engineer  
West Valley Water District  
855 W. Base Line P.O. Box 920  
Rialto, CA 92377

Attn: Paul Hermann and Shah Nawaz

**RE: Differing Site Conditions- Unforeseen conditions at Pre-Treatment Area (Sample Pump)– Oliver P Roemer Water Filtration Facility Upgrade and Expansion Project – Request for Change**

Mr. Hermann and Mr. Nawaz,

Please accept the attached package as a Change Request due to the cost impacts related to the unforeseen conditions encountered at the pre-treatment area pertaining to the Sample Pump. During the potholing process for the installation of the SCE 10' x 12' transformer, unforeseen utility conditions were encountered. As detailed in our emails to GHD on June 26, 2024, PCL encountered an existing duct bank for a single electrical conduit and a water line utility. These utilities were shown in the record drawings provided by WVWD, but not in the indicated locations.

The location of the utilities that connect the Pre-Treatment Sample Pump and the analyzers inside the chemical building, as depicted in the 2006 record drawings, was inaccurate. The 2006 record drawings show the Sample Pump ¾" PVC water line and electrical conduit running approximately 1'-3" along the pre-treatment concrete wall, under the concrete stairs, and into the chemical building where the analyzers are located. However, while potholing, we discovered that the actual conditions showed the ¾" PVC line being 10'-6" from the pre-treatment concrete wall. Additionally, the single electrical conduit was encased, which was not shown in the record drawings, and was approximately 5'-8" from the pre-treatment concrete wall. The encased single electrical conduit measured 1'-8" in width by a couple of inches in thickness.

Due to these unforeseen conditions, and in order to install the 10' x 12' SCE Transformer slab box in its required location, PCL was compelled to relocate the sample pump utilities (¾" PVC water line and Sample Pump equipment which was mounted to the Pre-Treatment concrete wall). Additionally, PCL had to demolish the concrete-encased duct bank for LEED Electric to be able to relocate the conduit. Afterward, LEED Electric performed the relocation of the conduit.

As communicated to GHD and West Valley Water District, and in accordance with the Prime Contract, PCL performed the work associated with this change on a time and material basis, as described below.

**PCL CONSTRUCTION INC.**

3900 Kilroy Airport Way, Suite 110  
Long Beach, CA 90806

Telephone: (858) 657-3400 ♦ Website: [www.pcl.com](http://www.pcl.com)

Below is a summary of the pricing associated with the additional potholing & additional labor efforts related to unforeseen conditions at Pre-Treatment Area (Sample Pump):

**A. Tracked on a Time and Material basis:**

**-Additional Efforts performed by PCL**

- 1) PCL self-performed work consisted of Additional Potholing of Sample Pump Utilities.
- 2) PCL self-performed work consisted of concrete chipping of unforeseen single conduit duct bank and relocation of the ¾" Sample Pump Water PVC line & Sample Pump Equipment mounted to Pre-Treatment Concrete Wall.
- 3) Execution of electrical relocation of single electrical conduit performed by LEED Electric.

Sincerely,



Kevin Goetz  
Project Manager  
[kgoetz@pcl.com](mailto:kgoetz@pcl.com)

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110 Long Beach, CA 90806

# CHANGE ORDER PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion  
CRX # 029

PCO # TBD  
DATE: 7/10/24  
ESTIMATOR:

DESCRIPTION:

Sample Pump at Pre-Treatment Utilities Reroute

**DIRECT ESTIMATE**

LABOR		\$	5,554.14
EQUIPMENT		\$	1,645.04
MATERIALS		\$	616
SUBCONTRACTOR		\$	1,810.00
<b>SUBTOTAL</b>		<b>\$</b>	<b>9,624.97</b>

**DIRECT MARKUP**

LABOR	25%	\$	1,388.54
EQUIPMENT	20%	\$	329.01
MATERIALS	15%	\$	92
SUBCONTRACTOR	5%	\$	90.50
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>1,900.41</b>

**SUBTOTAL WITH DIRECT MARKUP** \$ **11,525.38**

**TOTAL ADDITIONAL WORK \$ 11,525.38**

**GRAND TOTAL THIS CHANGE \$ 11,525.38**



ITEM 6



CONSTRUCTION

May 6, 2024

Paul Hermann  
Water Market Leader  
GHD  
320 Goddard Way, Suite 200  
Irvine, CA 92618

Shah Nawaz  
Senior Engineer  
West Valley Water District  
855 W. Base Line P.O. Box 920  
Rialto, CA 92377

Attn: Paul Hermann and Shah Nawaz

**RE: Unforeseen Waterlines at Linden Ave. and West Via Bello Dr. - Oliver P. Roemer Water Filtration Facility Upgrade and Expansion Project**

Mr. Hermann and Mr. Nawaz,

Please accept the attached package as a Change Request due to the cost impacts caused by unforeseen water lines found in Linden Ave and West Via Bello Dr. Three unforeseen underground water lines classified as 37-inch CML-C, 43-inch CML-C and a 12-inch Asbestos Cement Pipe (ACP) were discovered during potholing activities performed by subcontractor Ferreira Construction Co. in preparation for the installation of 30" treated water main connecting the Effluent Pump Station to Reservoir R5-2. The record drawings provided at the time of proposal did not show any of these unforeseen lines. As part of the investigations performed out in the field, it was determined the 37-inch & 43-inch water lines belong to Fontana Water Company and the 12-inch ACP pipe belongs to West Valley Water District.

Below is a summary for the pricing associated with the required realignment for the Treated Waterline:

- Upon potholing, two waterlines (a 37-inch and 43-inch) belonging to Fontana Water Company were identified within Linden Ave. The location of the aforementioned pipelines conflicts with the proposed location of the new 30-inch water main that will connect the Oliver P Roemer Water Filtration Facility to the Reservoir R5-2. Therefore, the alignment of the new water line had to be revised to avoid the existing lines. Whereas the previous design's routing followed the shoulder along Linden Ave before turning 90-degrees up W Via Bello Dr., these findings determined the only constructable window for the water main now within Linden Ave, which requires additional efforts in order to be installed. The additional efforts include but are not limited to, additional potholing activities (tracked on time and material basis for further investigations within the area, extra depth for installing the water line within Linden, extra saw-cut, and additional repaving costs.
- In addition, the location of the two new pull boxes for the fiber line that connects the Roemer plant to the Reservoir will also be impacted due to the updated alignment in Linden Ave. Previously, the 30-inch water main's alignment within the shoulder of Linden Ave. allowed for these pull boxes to be set within the shoulder of the roadway at each of the waterlines 90-degree bend's to not exceed the fiber optic's maximum allowable bends of 180-degrees at finished grade in the water main's trench. From the new alignment, pull boxes would be required within Linden Ave. which the City of Rialto will not allow per the City's standards. To comply with

**PCL CONSTRUCTION INC.**

3750 Schaufele Ave, Suite 270  
Long Beach, CA 90808

Telephone: (858) 657-3400 ♦ Website: [www.pcl.com](http://www.pcl.com)





**CONSTRUCTION**

their standards, the two fiber optic pull boxes will need to be set within the south shoulder of Linden Ave. The additional efforts include but are not limited to, excavating new trench for the fiber conduit in the south shoulder of Linden Ave, an added crossing at Linden Ave. to reconnect with the fiber conduit being installed up W Via Bello Ave. requiring additional traffic controls, and backfilling the fiber conduit's trench and pull boxes.

- The existing 12" ACP water main waterline's location and pipe material properties required an alignment adjustment to the 30" Treated Waterline, shifting it two and a half feet closer to the centerline of W Via Bello Dr. The design update is required in order to ensure that the existing water main (12-inch) that services the homeowners on Via Bello Dr is not undermined or at risk while excavating at a substantial greater depth next to it. Although the alignment of the new 30-inch water main are within half the road width along W Via Bello, the City of Rialto has informed PCL and Ferreira that, at their discretion, they might require all the road to be repaved. Since PCL included pavement restoration for only half of the road, the additional paving efforts will be extra to the project. Furthermore, pricing for the additional paving has been included in this change request. In the event that the City of Rialto does not require additional paving restoration, PCL will issue a credit back to the West Valley Water District.

Sincerely,

Kevin Goetz  
Project Manager  
[kgoetz@pcl.com](mailto:kgoetz@pcl.com)

**PCL CONSTRUCTION INC.**

3750 Schaufele Ave, Suite 270  
Long Beach, CA 90808  
Telephone: (858) 657-3400 ♦ Website: [www.pcl.com](http://www.pcl.com)

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110, Long Beach, CA 90806

# CHANGE ORDER PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion  
CRX #023 - Alignment Adjustments to the 30" Water Main

PCO # 0023  
DATE: 7/8/24  
ESTIMATOR: SF

**DESCRIPTION:**

Alignment updates due to Unforeseen Waterlines on Linden Ave & West Via Bello Dr.

**DIRECT ESTIMATE**

LABOR		\$	-
EQUIPMENT		\$	-
MATERIALS		\$	-
SUBCONTRACTOR		\$	308,163.78
<b>SUBTOTAL</b>		<b>\$</b>	<b>308,163.78</b>

**DIRECT MARKUP**

LABOR	25%	\$	-
EQUIPMENT	20%	\$	-
MATERIALS	15%	\$	-
SUBCONTRACTOR	5%	\$	15,408.19
BOND ON DIRECT WORK	0%	\$	-
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>15,408.19</b>

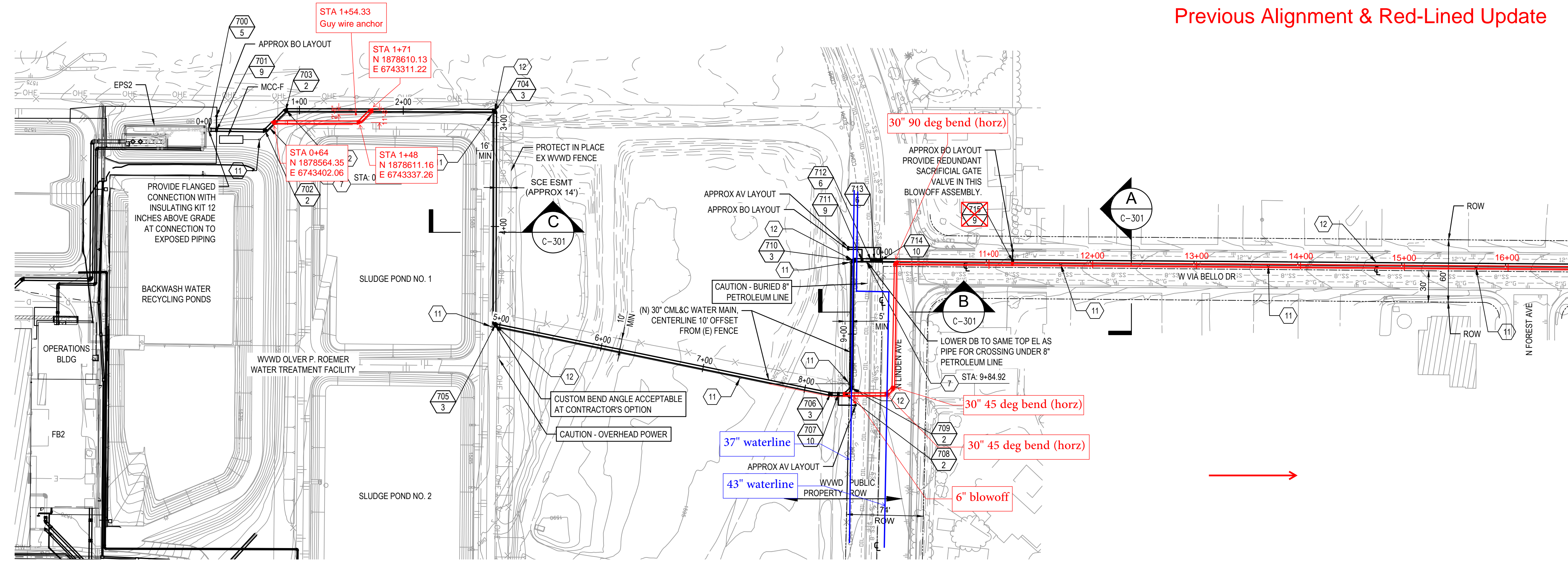
**SUBTOTAL WITH DIRECT MARKUP** \$ 323,571.97

**TOTAL ADDITIONAL WORK \$ 323,571.97**

**GRAND TOTAL THIS CHANGE \$ 323,571.97**



### Previous Alignment & Red-Lined Update

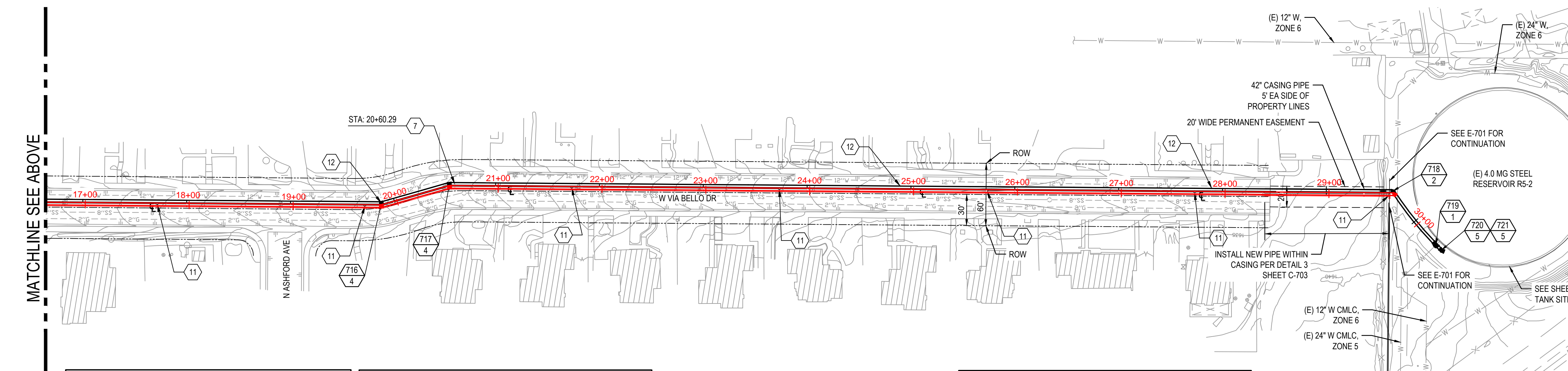


MATCHLINE SEE BELOW

- NOTES:**
- LOCATION OF EXISTING UTILITIES AND STRUCTURES ARE FROM INFORMATION AVAILABLE AT THE TIME OF DESIGN. EXACT LOCATION AND COMPLETENESS ARE NOT GUARANTEED. CONTRACTOR SHALL NOTIFY THE OWNER AND UNDERGROUND SERVICES ALERT (800) 227-2600 A MINIMUM OF 72 HOURS PRIOR TO ANY EXCAVATION AND SHALL POHOLE FOR EXACT LOCATION. CONTRACTOR IS RESPONSIBLE FOR LOCATING EXISTING UTILITIES.
  - COMPLY WITH KINDER MORGAN REQUIREMENTS FOR CONSTRUCTION NEAR EXISTING BURIED PETROLEUM LINE.
  - ROUTE FIBER FROM MCC-F TO R5-2 RESERVOIR IN SAME TRENCH AS 30" PWC.
  - SEE WATER MAIN PROFILES ON SHEET C-702.
  - SEE RESERVOIR YARD PIPING MODIFICATIONS ON SHEET C-703.
  - TRENCH BACKFILL PER DETAIL C-601 SHEET C-014 WITHIN WWD PROPERTY AND DETAIL C-602 SHEET C-014 WITHIN PUBLIC ROW.
  - WHERE EXISTING SEWER LATERALS CROSS OVER THE NEW WATER MAIN THE WATER MAIN SHALL HAVE NO JOINTS WITHIN 4 FT OF EITHER SIDE OF THE SEWER.

- SHEET KEYNOTES**
- TEE, SIZE PER PLAN (HORIZ).
  - 45° BEND (HORIZ)
  - 90° BEND (HORIZ)
  - 11.25° BEND (HORIZ)
  - 90° BEND (TURNED UP)
  - 45° BEND (VERT)
  - CP TEST STATION PER DETAIL A SHEET C-015
  - INSULATING FLANGE PER DETAIL 1 SHEET C-004
  - 6" BLOWOFF PER WWD STD W-7 SHEET C-012
  - 6" COMBINATION AIR VALVE ASSEMBLY PER WWD STD W-6B SHEET C-017
  - ELECTRICAL PULLBOX PER DETAIL E-102 SHEET E-004
  - VALVE BOX PER WWD STANDARD DRAWING W-11 SHEET C-017 FOR LOCATOR WIRE ACCESS. BRING LOCATOR WIRE UP TO BOX. MAXIMUM 6-INCHES FROM GRADE.

- DEFINITIONS FOR SYMBOLS**
- TAG NUMBER, SEE SHEET C-113, C-114 OR C-115 FOR STAKING INFORMATION
  - CONSTRUCTION KEY NOTE PER THIS SHEET
  - NOMINAL PIPE SIZE PIPE MATERIAL ABBREVIATION SEE PIPE SCHEDULE FOR DEFINITION
  - FLUID ABBREVIATION SEE PIPE SCHEDULE FOR DEFINITION



MATCHLINE SEE ABOVE

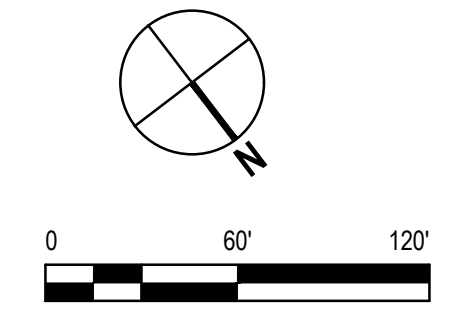
30" TREATED EFFLUENT					
TAG	STATION	NORTHING	EASTING	CENTERLINE ELEVATION	DESCRIPTION
700	0+04.28	1878532.69	6743450.93	1570.26	30" 90° BEND (VERT)
701	0+12.00	1878537.22	6743444.68	1570.26	6" BLOWOFF
702	0+58.84	1878565.15	6743407.07	1570.26	30" 45° BEND (HORZ)
703	0+86.91	1878560.74	6743379.35	1575.62	30" 45° BEND (HORZ)
704	2+88.54	1878679.10	6743216.12	1580.38	30" 90° BEND (HORZ)

30" TREATED EFFLUENT					
TAG	STATION	NORTHING	EASTING	CENTERLINE ELEVATION	DESCRIPTION
705	4+95.16	1878846.39	6743337.39	1580.38	30" 90° BEND (HORZ)
706	8+25.19	1879089.05	6743113.70	1589.22	30" 11.25° BEND (HORZ)
707	8+32.75	1879093.60	6743107.67	1589.22	6" COMB AV
708	8+39.43	1879097.62	6743102.34	1589.22	30" 45° BEND (VERT)
709	8+47.90	1879096.42	6743093.95	1589.22	30" 45° BEND (HORZ)

30" TREATED EFFLUENT					
TAG	STATION	NORTHING	EASTING	CENTERLINE ELEVATION	DESCRIPTION
710	9+71.36	1878996.98	6743020.78	1585.88	30" 90° BEND (HORZ)
711	9+80.23	1879002.23	6743013.62	1585.88	6" BLOWOFF
712	9+90.16	1879008.08	6743005.61	1585.88	30" 45° BEND (VERT)
713	9+94.53	1879010.67	6743002.08	1590.07	30" 45° BEND (VERT)
714	9+98.23	1879012.86	6742999.10	1590.07	6" COMB AV

30" TREATED EFFLUENT					
TAG	STATION	NORTHING	EASTING	CENTERLINE ELEVATION	DESCRIPTION
715	11+25.23	1879087.89	6742896.63	1586.25	6" BLOWOFF
716	19+87.45	1879597.28	6742200.98	1603.94	30" 11.25° BEND (HORZ)
717	20+55.53	1879620.65	6742137.04	1604.22	30" 11.25° BEND (HORZ)
718	29+67.49	1880157.41	6741404.15	1633.21	NON-STD BEND ANGLE (HORZ)
719	30+26.98	1880223.78	6741400.49	1633.21	30" x 24" TEE (HORZ)

30" TREATED EFFLUENT					
TAG	STATION	NORTHING	EASTING	CENTERLINE ELEVATION	DESCRIPTION
720	30+34.62	1880231.33	6741399.37	1633.21	30" 90° BEND (VERT)
721	30+34.62	1880231.33	6741399.37	1640.16	30" 90° BEND (VERT)



**Stantec**  
 300 North Lake Avenue, Suite 400  
 Pasadena, California 91101-1469  
 Tel: +1.626.422.0029  
 www.stantec.com

Consultant	YTY/MM/DD	By	App'd	YTY/MM/DD
Revision	YTY/MM/DD	By	App'd	YTY/MM/DD
ISSUED FOR CONSTRUCTION	2023.10.27	CH	App'd	YTY/MM/DD
ISSUED		CH	By	

Permit/Seal

Client/Project  
**West Valley Water District**  
 Roemer WFF Expansion Project  
 Rialto, California

Project No.: 184031687  
 File Name: 31487C-701  
 Scale: 1"=60'  
 Title: TREATED WATER MAIN PLAN  
 Revision: Sheet: 53 of 369  
 Drawing No.

ITEM 7



CONSTRUCTION

May 23, 2024

Paul Hermann  
Water Market Leader  
GHD  
320 Goddard Way, Suite 200  
Irvine, CA 92618

Shah Nawaz  
Senior Engineer  
West Valley Water District  
855 W. Base Line P.O. Box 920  
Rialto, CA 92377

Attn: Paul Hermann and Shah Nawaz

**RE: Blower troubleshoots – Oliver P Roemer Water Filtration Facility Upgrade and Expansion Project – Request for Change**

Mr. Hermann and Mr. Nawaz,

Please accept the attached package as a Change Request due to the cost impacts related to troubleshooting of the new blowers for the Oliver P Roemer Water Filtration Upgrades and Expansion Project. While commissioning the new replaced blowers, a few issues beyond PCL’s control were identified. Firstly, PCL identified the filter 5 was not getting sufficient air to properly complete the flushing circles. It was identified that the root cause of this air deficiency is the malfunction of the existing equipment, particularly filter 5 and a double leaf check valve tying into the same filter. Considering this differing site condition, West Valley Water District ended up replacing the defective valve. Once the valve replacement was done, it was confirmed that the new blowers were functioning properly.

Below is the summary of the extra work needed due to the unforeseen degraded existing condition.

- **Due to the degraded double leaf check valve at filter 5**
  - 1) Troubleshooting efforts took place during commission of blower 1 and 3 to conclude that the existing valve was faulty and could only open halfway which greatly prevented air from blowing to filter 5.
- **Due to the degraded filter 5**
  - 1) After noticing that the new blowers have worked with all available existing filters except filter 5, further investigation was conducted to identify that the manifold and the clarifiers inside filter 5 were deemed to be broken which resulted in the non-uniform distribution of air and air deficiency to the filter.

In accordance with the Prime Contract’s section 4.2 – Differing Site Conditions, PCL Construction, Inc respectfully and in good faith requests that the West Valley Water District accept this Change Request since there would have not been any of this investigation if the existing valve and filter worked properly per Westech’s standards for this system.

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110, Long Beach, CA 90806

# BACK CHARGE PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion

PCO # TBD  
DATE: 5/24/24  
ESTIMATOR: KG

DESCRIPTION:

Blowers Troubleshoot

**DIRECT ESTIMATE**

LABOR		\$	2,901
EQUIPMENT		\$	-
MATERIALS		\$	-
SUBCONTRACTOR		\$	-
<b>SUBTOTAL</b>		<b>\$</b>	<b>2,901</b>

**DIRECT MARKUP**

LABOR	25%	\$	725
EQUIPMENT	20%	\$	-
MATERIALS	15%	\$	-
SUBCONTRACTOR	5%	\$	-
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>725</b>

<b>SUBTOTAL WITH DIRECT MARKUP</b>		<b>\$</b>	<b>3,626</b>
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**TOTAL ADDITIONAL WORK \$ 3,626**

**GRAND TOTAL THIS CHANGE \$ 3,626**





ITEM 8

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110 Long Beach, CA 90806

# CHANGE ORDER PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion  
CRX # 029

PCO # TBD  
DATE: 7/12/24  
ESTIMATOR:

DESCRIPTION:

Operations Building Acceleration Efforts (Up to date: 7/5/2024)

**DIRECT ESTIMATE**

LABOR		\$	17,912
EQUIPMENT		\$	2,633.00
MATERIALS		\$	-
SUBCONTRACTOR		\$	17,519.00
<b>SUBTOTAL</b>		<b>\$</b>	<b>38,063.88</b>

**DIRECT MARKUP**

LABOR	25%	\$	3,042.97
EQUIPMENT	20%	\$	526.60
MATERIALS	15%	\$	-
SUBCONTRACTOR	5%	\$	875.95
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>4,445.52</b>

**SUBTOTAL WITH DIRECT MARKUP** \$ **42,509.40**

**TOTAL ADDITIONAL WORK \$ 42,509.40**

**GRAND TOTAL THIS CHANGE \$ 42,509.40**



ITEM 9



CONSTRUCTION

July 11, 2024

Paul Hermann  
Water Market Leader  
GHD  
320 Goddard Way, Suite 200  
Irvine, CA 92618

Shah Nawaz  
Senior Engineer  
West Valley Water District  
855 W. Base Line P.O. Box 920  
Rialto, CA 92377

Attn: Paul Hermann and Shah Nawaz

**RE: Lytle Creek Analyzer Credit – Oliver P Roemer Water Filtration Facility Upgrade and Expansion Project**

Mr. Hermann and Mr. Nawaz,

Please accept the attached package as Credit provided to West Valley Water District for 1 turbidity analyzer at Lytle Creek Station for the Oliver P Roemer Water Filtration Upgrades and Expansion Project, as requested by West Valley Water District. The aforementioned analyzer is being descoped from the project.

Sincerely,

Kevin Goetz  
Project Manager  
[kgoetz@pcl.com](mailto:kgoetz@pcl.com)

PCL Construction, Inc.  
3900 Kilroy Airport Way, Ste 110, Long Beach, CA 90806

# CHANGE ORDER PROPOSAL

PROJECT: Oliver P. Roemer WFF 2021 Expansion

PCO # TBD  
DATE: 7/12/24  
ESTIMATOR: KG

DESCRIPTION:

Lytle Creek Turbidimeter Credit

**DIRECT ESTIMATE**

LABOR		\$	(168)
EQUIPMENT		\$	(6,682)
MATERIALS		\$	-
SUBCONTRACTOR		\$	-
<b>SUBTOTAL</b>		<b>\$</b>	<b>(6,850)</b>

**DIRECT MARKUP**

LABOR	0%	\$	-
EQUIPMENT	0%	\$	-
MATERIALS	0%	\$	-
SUBCONTRACTOR	0%	\$	-
<b>SUBTOTAL MARKUP</b>		<b>\$</b>	<b>-</b>

**SUBTOTAL WITH DIRECT MARKUP**

**\$ (6,850)**

**TOTAL ADDITIONAL WORK \$ (6,850)**

**GRAND TOTAL THIS CHANGE \$ (6,850)**





**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** Joanne Chan, Director of Operations  
**SUBJECT:** WELL 11 REHABILITATION

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**MEETING HISTORY:**

07/25/24      Engineering, Operations and Planning Committee      REFERRED TO BOARD

**BACKGROUND:**

In accordance with the 1961 stipulated judgment, it sets forth specified limits on the amount of groundwater extractions allowed by the stipulating parties from the Rialto-Colton Basin based on the average of the elevations of the spring-high water level elevations from each of three index wells. Well 11 is one of the index wells.

District staff became aware the access port in Well 11, the sounding tube, was blocked by unknown objects when attempted to measure the water levels in March 2024. When the pump got pulled for inspection, it also provided staff access to measure the water levels. As the well components were disassembled, it was discovered that the pump bowl assembly requires repairs due to wear and tear and approximately 360 feet of column pipe needs cleaning. The well casing shows heavy plugging with both physical and microbial materials. Additionally, the pump inlet will be lowered by adding an additional 60 feet of column to draw water in from deeper water levels. The current setting allows for the pump to break suction as the water levels have dropped over the years. Attached as **Exhibit A** is the Well Survey Report.

The project consists of using high-energy pressure pulses to aggressively break up mineral scales and biofilms from well screen and surrounding gravel pack, performing dual air swab to airlift debris to the surface, repairing the pump bowl assembly, performing post-rehabilitation video survey, and disposing of all debris.

**DISCUSSION:**

On January 29, 2024, a Request for Proposal (RFP) was issued and publicly advertised on PlanetBids. Five (5) firms – General Pump Company, Inc. (GPC), Well Tec Services (WTS), Best Drilling and Pump, Inc. (BDP), South West Pump & Drilling, Inc. (SPD), and Layne Christensen Company (LCC) – submitted proposals for as-need maintenance and repair services. The District awarded the contract to General Pump and executed the agreement on April 4, 2024.



General Pump has the entire well pump assembly and motor in their shop and has assembled a quote totaling \$153,099.61 for the Well Rehabilitation project. Attached as **Exhibit B** is the Inspection Report and Quote received on July 11, 2024. Going forward and completing the repair and replacement with General Pump would ensure the well is back in service in the shortest possible timeline.

**FISCAL IMPACT:**

This item is not included in the Fiscal Year 2024/25 Capital Budget and will be funded from the contingency with a budget of \$503,341.00. A summary of the requested budget transfer is as follows:

Project	Current Budget	Transfer From/To	Remaining Budget
Well 11 Rehabilitation	\$0.00	+\$153,099.61	\$153,099.61
Contingency	\$503,341.00	-\$153,099.61	\$350,241.39

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Approve the Well 11 Rehabilitation project with General Pump in the amount of \$153,099.61; and
2. Authorize the General Manager to execute all necessary documents.

**ATTACHMENT(S):**

1. Exhibit A - Well Survey Report
2. Exhibit B - Inspection Report and Quote

# EXHIBIT A

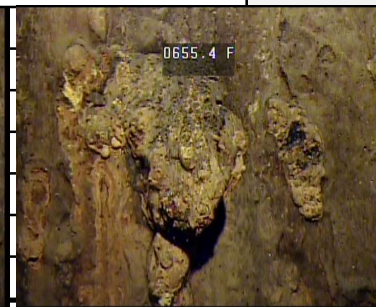


**COMPANY NAME:** General Pump  
**WELL INSPECTED:** WVWD Well 11  
**FIELD NAME:** Rialto  
**STATE:** California  
  
**WELL ADDRESS:** 238 W. Victoria  
**GPS LOCATION:** N34o6'44"  
 W117o22'27'

**DATE:** 5/16/2024  
**RUN NO:** One  
**JOB TICKET:** 24516  
**TOTAL DEPTH:** 709.8 ft.  
**WATER LEVEL:** 359.1 ft.  
**OIL ON WATER:** No **AMT:** None  
**OPERATOR:** Nelson  
**GUIDE SET:** 16.00 in  
**CHRIS NELSON @** (909) 809-9815

Superior Well Surveys

DEPTH	OBSERVATIONS	PERFORATION	FROM SURVEY
0.0 ft.	Start survey at top of casing.		
160.0ft	Spalling on casing.	Mills Knife	323.2 ft. to ?
323.2ft	Top of slots; no water.		
343.7ft	Slots appear open no water.		
359.1ft	SWL; water clear visibility good.		
376.6ft	Hard scaling on casing.		
389.0ft	Slots appear fairly open.		
426.3ft	Nodules on casing.	<b>CASING SIZE</b>	<b>FROM SURVEY</b>
441.8ft	Slots appear open.	20.00 in	0.0 ft. to 709.8 ft.
540.0ft	Scale build-up.		
580.5ft	Slots appear open.		
655.4ft	Nodules on casing.		
709.8ft	Fill; end survey.		



# EXHIBIT B



159 N. ACACIA STREET \* SAN DIMAS, CA 91773  
PHONE: (909) 599-9606 \* FAX: (909) 599-6238

CAMARILLO, CA 93010 \* PHONE: (805) 482-1215  
www.genpump.com

WELL & PUMP SERVICE SINCE 1952

Lic. #496765

*Serving Southern California and Central Coast*

July 11, 2024

**Job # 16227**

West Valley Water District  
855 West Baseline Road  
Rialto, California 92337  
Attn: Sergio Granda

**Subject: Well 11 - Revised**

General Pump Company is pleased to provide our quote to repair and reinstall the pump equipment of well 11. The pump setting will be lowered an additional 60' making the new pump setting 424'. The current setting allows for the pump to break suction as the water table has dropped significantly in the general area. The well perforations are 80-90% blocked with biological matter. It is recommended to initially wire brush the well, Airburst the well to break up the hard nodule deposits, it will also help break down the cemented formation. The well will then be double swab airlifted to remove the deposits and a final video will be taken at the conclusion of the well work. Please allow 5-6 weeks to complete the work after approval.

**Note:** All labor rates per 2024 On-Call Well Maintenance Agreement:

**Engineering Inspection Notes**

- **Bowl Assembly:** Goulds 13CHC 6-Stage bowl assembly portrays pitted/corroded external surface of bowl castings throughout. 10" NPT Suction case exhibits moderate buildup on bowl casting mating register. Seal ring area clearance between impeller skirt and bowl casting throughout bowl assembly significantly exceeds manufactures recommended tolerances. Ranging from .085 to .115 clearance suggesting excessive wear. Bowl bearings are comprised of bronze that are worn to the point of being oversized. Lock collets are comprised of carbon steel. Bowl #2 is more advanced in degradation than others to the point of brittleness. All impeller skirts portray moderate wear on seal ring area. 1-15/16" 10TPI bowl shaft turns down to 1-11/16" at discharge. Bowl shaft exhibits considerable wear within bearing journals as well as grooved ring wear suggesting a lip seal ring was installed originally. All hex head bolting is comprised of grade 8 carbon steel and is heavily oxidized/pitted. **Labor:** New bowl assembly to be acquired for installation. Inspect pump ensuring manufacture tolerance/clearances. Verify material & lengths. Prep for installation.
- **Suction Pipe:** 10" x 80' steel slotted engineered suction has been torched/cut during pump removal process. Bottom of suction has a cap with a hole that reduces inlet down to 6". Qty (3) out of 4 suction pipe have perforation slots with (2) having 1/8" wide perforated slots and (1) having 1/4" wide perforated slot. All are heavily encapsulated with iron bacteriological encrustation. **Labor:** Due to torched/cut engineered suction pipe, new 8" x 10' suction pipe to be acquired for installation. Test fit threads with bale ensuring no burrs are present. Weld lifting lugs. Prep for installation.
- **Column Pipe:** 12" x 360' Butt column pipe exhibits moderate pitting within multiple column pipe throughout column body. Couplings range in wall thickness suggesting potentially a mixed amount of pipe used during prior installation. Qty (2) column pipe are also coated ID/OD compared to others that are not. Faces of couplings are pitted and all pipes portray iron bacterial buildup within ID. **Labor:** Remove tube & shaft assembly from column pipe. Steam clean, wire brush threads, test fit both ends, measure & stab tube and shaft assembly in prep for installation. Qty (3) 12" x 20' butt column pipe to be acquired plus Qty (1) 10" x 5' threaded both-end column off the bowls to extend length of pump to 429' total pump depth. Steam clean & tighten couplings of new column pipe. Measure & stab with new tube & shaft assembly. Install new 10" x 12" reducer bushing on 5' column pipe off bowls. Install new 12" butt coupling. Prep for installation.



**Engineering Inspection Notes – (Con't)**

- **Tube & Line Shafts:** 3" x 1-11/16" Fairbank Morse tubes portray moderate oxidation/bacteriological buildup on external surface. 12TPI LH end bearings exhibit minor wear within ID of bearings. **Labor:** Pull all tube & shaft assembly from column pipe. De-rag & remove shafting from tube assembly. Steam clean tube & line shafts. Wire brush female threads on both ends of tubes. Remove & replace end bearings. Recondition customers' existing 3" x 2-1/2" t-bearing to top tube. Polish, deburr, chase line shaft. Remove & replace shaft couplings. Qty (5) 3" x 1-11/16" x 20' Fairbanks Morse tube & shaft to be acquired. Qty (3) to be used for extension of pump, Qty (2) to be replacing two of the most degraded existing tube & shafts. Qty (1) 3" x 1-11/16" x 5' Fairbanks Morse tube & shaft to be acquired for 5' column off bowl assembly. Test fit all new material to ensure proper fit with existing material.
- **Top Column & Flange:** 12" x 48" top column threads directly into column adapter that is welded into the base of cast discharge head. ID of top column portrays moderate iron bacteriological encrustation and pitting. **Labor:** Remove top column pipe from discharge head to prep head for delivery to be sand blasted. Steam clean top column, wire brush threads, test fit with bale to ensure no burrs are present. Reinstall on discharge head upon arrival from being sand blast.
- **Discharge Head:** 12" flat face cast discharge head w/ 24" Square base appears to be in reusable condition exhibiting minor wear or damage. 12" x 48" top column nipple threads directly to head. Tube tension register and sealing surface portrays minor wear that can be cleaned up for reinstall. Airline access hole filled in with caulking. Fairbanks Morse tube tension stretch assembly turns down to 2-1/2 x 1-11/16". ID of bearing side of tube tension assembly is 1-3/4" **Labor:** Remove top column and pressure wash discharge head. Clean existing airline access point and remove existing caulking. Open airline access point hole to accommodate 1-1/4" sounding tube. Drill 1/2" hole on plug on adjacent access hole for airline access. Deliver & pickup discharge head from sand blast. Repaint discharge head and reinstall top column. Replace bolting, gaskets, O-rings.
- **Head Parts:** 2-1/2" x 1-11/16" tube tension/oil receiver bearing portrays minimal wear externally. Receiver bearing is 2-1/2" therefore there is a changeover bearing below more than likely off top tube. **Labor:** Machine & re-sleeve existing oil receiver/tube tension bearing to 1-11/16" ID. Prep for installation.
- **Motor:** 250HP Emerson VHS motor meg ohms low at 10 @ time of inspection. **Labor:** Wipe down/clean up motor, provide proper iso motor oil and prep for installation.
- **Sounding Tube:** No sounding tube included in original pump design. **Labor:** Qty (44) 1-1/4" x 10' sch. 80 flush coarse thread pvc to be acquired for installation. Fabrication to be made to discharge pipe to accommodate new sounding tube inclusion.
- **Airline:** 1/4" x 364' SS airline cut and scrapped during pump pulling operation. Requires full replacement.
- **Other Parts:** Several 3" x 1-11/16" black widow spiders broken and remain inside column pipe. **Labor:** Replace black widow spiders and verify size to match tube and column pipe.

**Cost Proposal**

**Shop Labor**

	<b><u>Hours</u></b>
	<b><u>(Included)</u></b>
• Engineering inspection and report	2
• Pressure-wash and prepare bowls for disassembly	6
• Tear down and inspect bowls; provide report and recommendations	3.5
• Pressure-wash and inspect T&S assemblies	1
• Recondition customers' existing 3"x 2-1/2" T bearing	4
• Unload and stage new pump materials; quality assurance	8
• Tear down and inspect new bowls; reassemble and prepare for installation	2.5
• Check proper fit of new suction pipe and strainer; weld lugs and prepare for installation	2.5
• Check proper fit of new column pipe; steam-clean and tighten couplings	16
• Steam-clean reusable column pipe; wire brush and chase threads; prepare for installation	



**Shop Labor** – (Con't)

	<b><u>Hours</u></b>
• Uncrate, stage, and check proper fit of new tube & line shafts	2.5
• Steam-clean, wire brush, polish, debur, chase, and balance reusable line shafts	12
• Pressure wash, wire brush, de-burr, test fit existing tube assemblies	10
• Set-up and stab tube & shafting assemblies in column pipe; stage equipment	2.5
• Remove top column nipple from discharge head	1
• Deliver head to Sandblaster; Load-up, trave time, and unloading	2
• Pick-up head from Sandblaster; travel time, load-up, and unloading	2
• Steam-clean top column assembly and wire brush mating areas	3
• Machine discharge head parallel and concentric to pump center line	8
• Install top nipple assembly on discharge head	1
• Retap holes on discharge head, paint to finish, and prepare for installation	3
• Machine discharge head to accommodate 1-1/4" sounding tube access	2
• Fit and fabricate new SS CAL-OSHA Window Screens	2
• Rebuild existing packing box assembly to manufacturer's standards	5
• Set-up, plumb, and install copper oil receiver line; recondition oil pot & solenoid	2
• Handle client's motor: load, unload, stage, and prepare for installation	1
• Check proper fit of new Airline assembly; gather bracket & fittings and prep for installation	1
• Check proper fit of new PVC sounding tube; stage and prepare for installation	1
• Clean and recondition components in parts bucket/Replace as necessary	2
• Gather necessary gaskets, fittings, and bolting to accommodate pump installation	2
• Dispose leftover junk materials	2

Est. 112.5 Hrs. @ \$110/Hr.      **\$ 12,375.00**

**Materials**

• 8" 316SS Cone Strainer	\$ 694.00
• 8" X 10' X .277" TOE NPT Suction Pipe	648.00
• Hydroflo 12KC - 7 Stage O/L Bowl Assembly *1-2 Week Lead Time*	17,020.00
• 10" X 5' X .365" TBE Butt Nipple	608.00
• 10" X 12" Column Adapter/Bushing	1,292.00
• 12" Butt Column Coupling	345.00
• 12" X 20' X .330" TNC Butt Pipe	6,598.00
• 3" X 1-11/16" X 5' T&S Assembly	592.00
• 3" X 1-11/16" X 20' T&S Assembly	7,590.00
• 3" X 1-11/16" Fairbanks Morse 12TPI LH Bearings	3,150.00
• 1-11/16 Carbon Steel Shaft Coupling 10TPI	633.00
• 1-11/16" 304SS Shaft Coupling	62.00
• Materials to Refurbish 12" Discharge Head	482.00
• Stainless-Steel Material for CAL-OSHA Screens	160.00
• 1-11/16" 416SS Head Shaft w/ Nut & Key	1,280.00
• Materials to Rebuild 1-11/16" Tube Tension Oil Receiver Bearing	368.00
• Material for Copper Oil Receiver Line	67.00
• 1/4" SS Airline Assembly w/ Gauge, Bracket, and Fittings	1,958.00



**Materials** – (Con't)

• Banding and Buckles for Airline Assembly	320.00	
• 1-1/4" X 10' SCH-80 Flush-Thread PVC Pipe	3,386.00	
• 12" BWS Centralizer	228.00	
• 150# Discharge Gasket w/ Grade 5 Nut & Bolt Kit	72.00	
• J-Box Electrical Connection Kit	282.00	
• ISO Oil for Electric Motor	110.00	
• Consumables (Grease, Sealer, Solvent, Etc.)	220.00	
• Estimated shipping and handling	675.00	
• Sales Tax @ 7.75%	<u>3,785.10</u>	<b>\$ 52,625.10</b>

**Outside Service**

• Sandblast Discharge Head		<b>\$ 620.00</b>
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**Phase 1 – Wire Brush**

- Mob to site, conduct brief tailgate safety meeting
- Rig up equipment
- Wire brush well with stiff wire brush, use two (2) brushes to ensure proper brushing
- Use brush with chlorine basket during brushing
- Bail accumulated fill into roll-off bin
- Prep well for video

Mobilization & Demobilization	\$ 200.00
Two Men Combo Rig	
<i>Est.</i> 20 Hrs. @ \$375/Hr.	7,500.00
<i>Est.</i> OT – 4 Hrs. @ \$130/Hr.	520.00

**Outside Service**

• Video log well	1,200.00
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**Shop Labor**

- Load / unload brushes/bailor
- Fabricate two (2) wire brushes

<i>Est.</i> 22 Hrs. @ \$110/Hr.	2,420.00
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**Materials**

• HTH granular chlorine	228.00
• Freight	75.00
• Sales Tax @ 8.75%	26.51





**Rentals**

- |   |                 |                     |
|---|-----------------|---------------------|
| • NPDES Compliance  | 2,500.00        |                     |
| • Steel brushes with chlorine chambers<br><i>Est. 2 Hrs. @ \$400/Hr. (x2)</i> | 800.00          |                     |
| • (1) 18 cu/yrd roll-off, includes analytical, disposal.                      | <u>1,800.00</u> | <b>\$ 17,269.51</b> |

**Phase 2 (Airburst)**

• **Airburst Technician & Equipment**

One (1) 10-Hour day @ \$12,800 \$ 12,800.00

**Support Equipment**

Two Men Combo Rig  
*Est. 10 Hrs. @ \$375/Hr.* 3,750.00  
*Est. OT 2 Hrs. @ \$130/Hr.* 260.00

**Dual Swab Airlift**

- Airlift perforations from 445'-980' to remove detached tubercle and biological growth

Two Men Combo Rig @ \$375/Hr.  
One Man & Rotary Crane @ \$220/Hr.  
*Est. 40 Hrs. @ \$595/Hr.* 23,800.00  
*Est. OT 8 Hrs. @ \$195/Hr.* 1,560.00

**Rentals**

- Air compressor & fuel  
*Est. 40 Hrs. @ \$75/Hr.* 3,000.00

**Field Labor (Install)**

- Mob to site, conduct brief tailgate safety meeting.
  - Confirm lockout/tagout of energy source.
  - Set up crane.
  - Install repaired equipment.
  - Rest walls and secure.
- |   |                                 |           |                     |
|---|---------------------------------|-----------|---------------------|
| 40T & Two Men   | <i>Est. 30 Hrs. @ \$380/Hr.</i> | 11,400.00 |                     |
| One Man & Service truck   | <i>Est. 30 Hrs. @ \$160/Hr.</i> | 4,800.00  |                     |
| Additional man  | <i>Est. 30 Hrs. @ \$100/Hr.</i> | 3,000.00  |                     |
| OT  | <i>Est. 6 Hrs. @ \$260/Hr.</i>  | 1,560.00  |                     |
| One Man (Electrician) & Service Truck.<br>Perform start up and record data. | <i>Est. 8 Hrs. @ \$160/Hr.</i>  | 1,280.00  | <b>\$ 67,210.00</b> |

**Payment & Performance Bonds**

**\$3,000.00**

***Estimated Grand Total***

**\$ 153,099.61**



Sergio Granda  
West Valley Water District  
July 11, 2024  
Page -2-

Should you have any questions or need additional information regarding the above summary and associated costs, please do not hesitate to contact us. Thank you for the opportunity to provide a quote for our services and we look forward to working with you on this important project.

**GENERAL PUMP COMPANY, INC.**

*Tom Nanchy*

Tom Nanchy  
Senior Project Manager



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** Socorro Pantaleon, Gov't and Legislative Affairs Manager  
**SUBJECT:** SB 1255 PUBLIC WATER SYSTEMS: WATER RATE ASSISTANCE PROGRAM

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**BACKGROUND:**

As written SB 1255 (Durazo) would require each retail water supplier that serves more than 3,300 connections to establish a water low-income rate assistance (LIRA) program with specified minimum requirements, some of which are unworkable.

Up until June 3, SB 1255 proposed to require the State Water Resources Control Board (State Water Board) to assess the funds necessary to provide a 20-percent bill credit for low-income households served by community water systems with fewer than 3,000 service connections and for those systems to meet an affordability threshold. However, the bill was amended in the second house on June 3 to additionally propose a major program, a water LIRA program that would apply to retail water supplier that serve over 3,300 residential connections.

A ratepayer with an annual household income that is no greater than 200 percent of the federal poverty guideline level would be eligible for the assistance. Each “qualified system” without an existing program, as specified, would be required to establish its program with specified minimum requirements

Each program would be funded through voluntary contributions from ratepayers who would not be eligible for the assistance. Noneligible ratepayers would be required to pay the voluntary contribution unless they **affirmatively opted out**.

**DISCUSSION:**

The proposed opt-out approach would create a distrust issue. Unless a customer saw a notice and affirmatively opted out, the customers would be charged a “voluntary” contribution.

The bill would require notice of the voluntary contribution, but many ratepayers would not see the notice (e.g., customers on automatic payments) and would be charged for the “voluntary” contribution on their water bill. They could later opt out and seek refunds, as specified, but this would create funding instability and a negative public perception of the program. It is also important to note that many ratepayers will be at income levels not far above the eligibility cut-off for this program.

Local water agencies' relationship with ratepayers is vital as they need ratepayer acceptance when new facilities or replacements or repairs of aging infrastructure are needed. Local water agencies will also need customer trust as they implement the State Water Board's Making Conservation a California Way of Life regulations (with State Water Board action likely in July) – where the public needs to follow the local water agencies' guidance for compliance with the regulations to be achieved.

ACWA is urging member agencies to contact legislators and join ACWA's SB 1255 Oppose-Unless-Amended Coalition. ACWA is suggesting an "opt-in" approach instead. An assistance program needs to be workable and efficient. SB 1255 is not workable.

**FISCAL IMPACT:**

The bill would prohibit, beginning July 1, 2027, once the assistance started, administrative costs would not be allowed to exceed 10 percent of the voluntary contributions collected. This is problematic because the amount of voluntary contributions that would be received by an agency would be completely uncertain.

For example, to be able to add one new position to administer this program (e.g., \$100,000 for salary and benefits), the voluntary contributions would have to exceed \$1 million.

Administrative cost include, but not limited to:

- new billing software
- funding a new position (including benefits) to handle enrollment and manage the billing changes which would happen over time due to individual ratepayer decisions regarding voluntary contributions
- Outreach efforts (Postcards, letters, social media, etc.) to communicate the program and the "opt out option"

**STAFF RECOMMENDATION:**

Staff Recommends that the Board adopt a position of "Oppose Unless Amended" on SB 1255 Public Water Systems: Water Rate Assistance Program

**ATTACHMENT(S):**

1. Legislative Alert\_ Contact Legislators, Join Coalition Opposing SB 1255 (2)

**From:** [ACWA](#)  
**To:** [Socorro Pantaleon](#)  
**Subject:** Legislative Alert: Contact Legislators, Join Coalition Opposing SB 1255  
**Date:** Wednesday, July 17, 2024 9:07:14 AM

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Click [here](#) to view it in your browser.



LEGISLATIVE | LOW-INCOME RATE ASSISTANCE  
**July 17, 2024**

## **Members Urged to Contact Legislators, Join Coalition Opposing SB 1255 - An Unworkable Low-Income Rate Assistance Bill**

ACWA is urging member agencies to contact their legislators to share concerns about SB 1255 (Durazo, D-Los Angeles) and join ACWA's SB 1255 Oppose-Unless-Amended Coalition. This bill would require each retail water supplier that serves more than 3,300 connections to establish a water low-income rate assistance (LIRA) program with specified minimum requirements, some of which are unworkable.

The Assembly Appropriations Committee will consider SB 1255 after the Legislature returns on Aug. 5, and the bill could quickly advance to the Assembly Floor for a vote in early August.

A water LIRA program needs to be workable and efficient. ACWA has an oppose-unless-amended position on SB 1255 and has submitted recommended amendments to the author. While the author has accepted some amendments, she has not accepted other amendments that would address fundamental issues. ACWA's most recent suggested amendments are outlined in a [comment letter](#) to the Assembly Utilities and Energy Committee.

For example, the bill proposes that the funding source would be voluntary contributions with a notice provided, but the bill proposes an "opt-out" mechanism under which customers who would not receive the assistance would be charged the voluntary contribution unless they affirmatively opted out of program. ACWA is suggesting an "opt-in" approach instead. As another example, the bill would limit the system's "reasonable" administrative costs for the program to not more than 10% of the voluntary contributions received, even though the contributions received amount is completely uncertain and would, for some ACWA member agencies, very likely not be sufficient to fund one position to administer the program.

Since the author has not accepted the needed amendments, ACWA is working to stop the bill, and ACWA member outreach to legislators will be essential. ACWA needs

member agencies to take the following steps:

### Take Action Now

**1. Contact your Assembly members** in July to share your agency's opposition to this bill and urge them to vote "No" when the Assembly takes up the bill. [Talking points](#) are available to assist in these conversations. Contact information is available on the [Assembly's website](#). We suggest that you also contact your legislators' local office.

**2. Join the Coalition.** ACWA urges member agencies that serve drinking water to join ACWA's SB 1255 Oppose-Unless-Amended Coalition. Please complete the [online form](#) to join the coalition as soon as possible. Your organization will be listed on coalition letters and floor alerts that are consistent with ACWA's letters and recommended amendments.

**3. Contact Assembly Appropriations Committee members** – If your local assembly member is on the Assembly Appropriations Committee, it's important that you contact them and urge them to vote to hold the bill in committee as fundamental issues have not been addressed. The members of that committee are:

- Assembly member Buffy Wicks (D – Oakland)
- Assembly member Kate Sanchez (R – Rancho Santa Margarita)
- Assembly member Joaquin Arambula (D – Fresno)
- Assembly member Isaac Bryan (D – Los Angeles)
- Assembly member Lisa Calderon (D – Whittier)
- Assembly member Wendy Carrillo (D – Los Angeles)
- Assembly member Diane Dixon (R – Newport Beach)
- Assembly member Mike Fong (D – Alhambra)
- Assembly member Timothy Grayson (D – Concord)
- Assembly member Matt Haney (D – San Francisco)
- Assembly member Gregg Hart (D – Santa Barbara)
- Assembly member Jim Patterson (R – Fresno)
- Assembly member Gail Pellerin (D – Santa Cruz)
- Assembly member Tri Ta (R – Westminster)
- Assembly member Carlos Villapudua (D – Stockton)

### Background

Until June 5, SB 1255 was a study bill regarding water affordability at systems with fewer than 3,000 connections. It did not propose a mandate on public water agencies. The author and sponsors (Leadership Counsel for Justice and Accountability, Clean Water Action and Community Water Center) did not add the proposed LIRA mandate until the June 3 version, when the bill was already in the second house. The proposal was added with two months (June and August) left in the two-year Session.

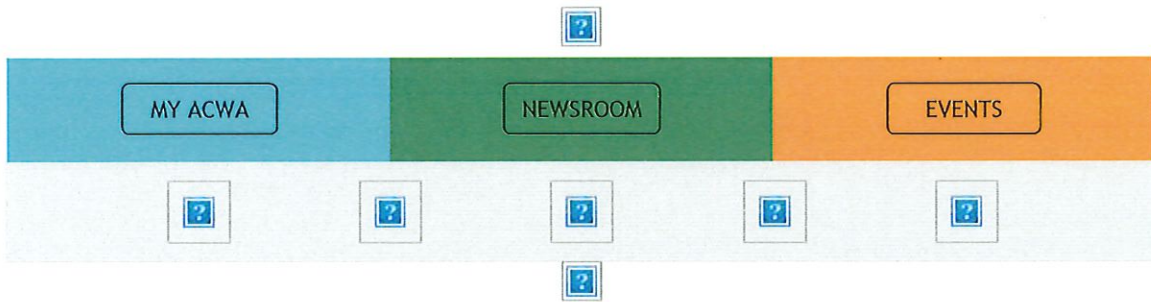
The sponsors shared an advance copy of the June 3 amendments, so ACWA's State Legislative Committee considered the bill (as proposed to be amended) on May 31 and took an oppose-unless-amended position. The committee's SB 1255 Working Group guided the development of ACWA's suggested amendments. ACWA submitted a position letter on June 17 with a detailed mockup. In response to ACWA's letter and mockup, Senator Durazo immediately made some helpful amendments which went into print on June 19. However, those amendments did not address significant

concerns about the bill (e.g., the opt-out approach or administrative costs cap).

On June 21, ACWA submitted an updated position letter with an updated mockup (reflecting the June 19 version) to the Assembly Environmental Safety and Toxic Materials Committee (AESTM). The AESTM Committee’s analysis was based on the new June 19 version and included ACWA’s opposition arguments. On June 25, the committee heard the bill with ACWA and the California Municipal Utilities Association providing the lead opposition testimony. The committee passed the bill with almost no discussion and with no amendments. The Assembly Utilities and Energy Committee passed the bill on July 1.

**Questions**

For questions about SB 1255, please contact ACWA Deputy Executive Director [Cindy Tuck](#) at (916) 669-238



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**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** August 1, 2024  
**TO:** Board of Directors  
**FROM:** Haydee Sainz, Human Resources and Risk Manager  
**SUBJECT:** SELECTION OF CONSULTING FIRM FOR EXECUTIVE  
 RECRUITMENT SERVICES - CHIEF FINANCIAL OFFICER

---

**BACKGROUND:**

West Valley Water District (“District”) is seeking a qualified executive recruitment service provider to assist in recruiting, interviewing, evaluating candidates, and hiring the Chief Financial Officer (CFO). The selected firm is expected to work closely with the General Manager in the process. The CFO position directs and oversees the financial, accounting, billing, support services and customer service functions of the District. The District anticipates having the new CFO in place in or about December 2024.

**DISCUSSION:**

On July 11, 2024, staff issued a Request for Proposals (RFP) for recruitment services for the CFO position. In response to the RFP, the District received four (4) proposals. Staff evaluated the proposals (Exhibit A) by using the following criteria to rank each firm: 1. Completeness of Proposal; 2. Firm Qualifications/Experience; 3. Project Approach/Proposed Project Personnel; 4. Reference Checks; 5. Providing a one-year guarantee; and 6. Budget.

The overall screening of each firm revealed that several of the consultants would provide a quality search. However, the proposal from Gallagher/Koff & Associates ranked higher than the other consultants as shown in Exhibit B. Gallagher/Koff & Associates has successfully completed several recruitments for the General Manager, City Manager, Assistant General Manager, Director of Engineering and other high-level positions. In addition, due to recent recruitments for the District, Gallagher/Koff & Associates will bring the strength of having substantial knowledge of the District’s organization, its culture, and management style. Therefore, based on the District’s need to recruit and maintain a qualified professional workforce, staff believe that Gallagher/Koff & Associates will provide the best service for the recruitment and selection of a CFO.

**FISCAL IMPACT:**

Funding for this recruitment is not currently included in the approved FY 2024-25 budget and will likely require a mid-year transfer.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors authorize the General Manager to enter into a professional service agreement with Gallagher/Koff & Associates executive recruitment service firm



in the amount not to exceed \$25,000 to assist the District in recruiting for the CFO position.

**MEETING HISTORY:**

7/8/2024 Human Resources Committee: REFERRED TO BOARD

**ATTACHMENT(S):**

1. RFP Evaluation Form CFO 2024 final
2. WVWD\_REC CFO\_Proposal 07 23 24

# RFP Chief Financial Officer Recruitment Firm Evaluation 2024

Rating Scale: 1= Unacceptable 2= Poor 3= Satisfactory 4= Very Good 5= Excellent

Evaluation Criteria		Completeness of Proposal (i.e., Were all the forms completed and everything included that was requested by the RFP?)	Firm Qualifications (i.e., Does the Firm have specialized experience, expertise, past performance, and competence that qualifies them to perform the services described in the Scope of Services? Does the Firm have experience with similar projects and agencies? Staff availability?)	Project Approach (i.e., Does the Firm understand what it will take to successfully achieve the goals and objectives of the requested services? Did the Firm propose any revisions and/or changes to the draft Scope of Services that would better serve the WWWD? Can the scope of work be completed within a reasonable timeline? Is the Firm investing the appropriate project resources to complete the project within the timeline?)	Budget (i.e., Does the budget seem reasonable for the Scope of Services proposed? does the budget provide the WWWD good value?)	Total Score (Weighted)	Rating
Firm		10%	25%	45%	20%	100%	-
Comcentric, Inc.	Score	10%	10%	15%	17%	52%	1
	Comments		No details provided on the firm's experience.	The firm's approach was not clear. They did not seem to understand the scope of the project.			
Raftelis	Score	10%	20%	40%	15%	85%	3
	Comments						
WBCP	Score	10%	22.0%	42.5%	16%	90.5%	4
	Comments						
Gallagher/Koff	Score	10%	22.5%	42%	18%	92.5%	4
	Comments		The firm has provided services in the past for GM, AGM, Director of Engineering and has been successful in placing highly qualified candidates.				





# EXECUTIVE RECRUITMENT SERVICES

## CHIEF FINANCIAL OFFICER

### WEST VALLEY WATER DISTRICT

Submission date: July 23, 2024



**Koff & Associates**  
A Gallagher Company

Submitted by:  
Koff & Associates  
2835 Seventh Street  
Berkeley, CA 94710

**Frank Rojas**  
Recruitment Manager  
[Frank\\_Rojas@ajg.com](mailto:Frank_Rojas@ajg.com)  
510.495.0448  
[KoffAssociates.com](http://KoffAssociates.com)



July 23, 2024

Melissa Blount  
West Valley Water District  
855 W Baseline Rd,  
Rialto, CA 92376

Dear Ms. Blount,

Thank you for the opportunity to submit our proposal to assist West Valley Water District with Executive Recruitment services. We are excited about the possibility of continuing this partnership and supporting the District with the search for its next Chief Financial Officer. Koff & Associates (K&A), a Gallagher company, is uniquely qualified based on over 38 years of assisting public agencies with finding and placing candidates dedicated to public service.

Our unique selling proposition lies in K&A's experience supporting public sector clients in California and throughout the USA. Through our investment in modern recruitment technology, we offer forward-thinking services that not only provide advanced extensive sourcing and outreach but allow us to tell the story of each project through easy-to-understand data.

Conducting countless executive search efforts has made K&A an expert in identifying, targeting, recruiting, and successfully placing women and minority candidates in many of our recruitments. Diversity recruiting is an area of focus, and our firm has a vast pool of resources at our fingertips to provide outreach on an industry-wide basis to the public and private sector for qualified candidates nationwide. We pride ourselves on transparency, flexibility, and quality work.

As K&A's Recruitment Manager, I am available to answer questions about this proposal, as well as our team and recruitment services. You can reach me at (510) 495-0448 or [Frank.Rojas@ajg.com](mailto:Frank.Rojas@ajg.com).

Sincerely,

Frank Rojas  
Recruitment Manager



## Table of Contents

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## BUSINESS INFORMATION

Koff & Associates (“K&A”) is a full spectrum, public-sector human resources and recruiting services firm founded by Gail Koff in 1984 and has been assisting cities, counties, special districts, other public agencies, and non-profit organizations.

As of April 30, 2021, we merged with Arthur J. Gallagher and are now officially a Gallagher Division. Our headquarters are in Berkeley, CA, and we have satellite offices in Southern California, the Central Valley, the Sacramento Region, and the Western US Region. GALLAGHER BENEFIT SERVICES, INC. is our legal name. It is a Delaware company, and the FEIN is 36-4291971.

## EXPERIENCE AND QUALIFICATIONS

With nearly 40 years of HR experience, Koff & Associates knows public sector employment inside and out. We are familiar with public sector organizational structures, agency missions, operational and budgetary requirements, and staffing expectations. Our team is ready to support you at any level you wish – providing sourcing expertise, full-cycle recruitment at the start of your search through the start date of your newest employee, and everything in between.

We build enduring relationships	K&A provides personal attention to and creates long-term relationships with our clients. Because we care about and understand your organization’s people, culture, leadership, and unique needs, we identify highly qualified candidates to support your goals.
We value strength in diversity	With our focus on inclusion, networking, and advertising with minority-based associations, we source source top talent and our placements reflect the Agencies we serve.
We leverage innovative search technology	K&A identifies candidates which traditional recruiting strategies may miss. We leverage innovative sourcing methodologies and technologies for a robust and advanced sourcing strategy that will attract hard to find passive job seekers.

Our long list of clients indicates our firm’s reputation as a quality organization that produces comprehensive, sound, and cost-effective results. K&A is “hands on” and responsive with the ability and expertise to identify the ideal candidate(s) for West Valley Water District.

K&A uses its vast network to leverage recommendations and referrals of past clients in combination with modern sourcing techniques and technology to build the best candidate pools in the market. We are a team of true recruiters with over 60 years of combined experience. Our work speaks for itself, and our primary goal is to provide professional and technical consulting assistance with integrity, honesty, and a commitment to excellence.

## RECENT SUCCESSFUL RECRUITMENTS

Following is a partial list of recent executive recruitments conducted by the K&A recruitment team:

Agency	Title	Year
City of Gilroy	City Engineer/Transportation Engineer, Public Works Director, Utilities Director, Fire Division Chief, <b>Finance Manager</b> , Fleet Superintendent	2024 – 2021
City of Lawndale	Director of Public Works / City Engineer, <b>Director of Finance / City Treasurer</b>	2024, 2022
City of Oxnard	Library Manager, Associate Traffic Engineer, <b>Chief Financial Officer</b> , Environmental Resources Division Manager, Safety Training Officer, Planning & Environmental Manager, Budget Manager, Senior Planner, City Traffic Engineer, Assistant Director of Housing, Assistant Public Works Director (Water Utilities), Controller, Public Works Director	2024 – 2021
City of Patterson	Fire Chief, Director of Recreation & Community Services, <b>Director of Finance</b>	2024 – 2022
City of Rialto	Assistant City Manager, <b>Assistant Director of Finance</b> , Director of Community Development, Director of Engineering Services/City Engineer	2024 – 2022
City of Richmond	Senior Civil Engineer, <b>Director of Finance</b> , Information Technology Manager, Deputy Director of Community Resources, Employment and Training; Budget Administrator and Accounting Manager	2024 – 2021
City of Riverside	<b>Deputy Finance Director</b> , Debt & Treasury Manager, Budget Manager	2024 – 2022
City of San Leandro	<b>Assistant Finance Director</b>	2024
City of Tulare	<b>Chief Financial Officer</b>	2024
City of Salinas	Planning Manager, <b>Assistant Finance Director</b> , Senior Civil Engineer, Chief of Police, <b>Finance Director</b>	2023 – 2021
Contra Costa Water District	Assistant General Manager (Water Resources, Operations, & Maintenance), Assistant General Manager (Engineering & Construction), <b>Director of Finance</b>	2023 – 2022
South San Joaquin Irrigation District	Telemetry System Supervisor, <b>Finance and Administration Manager</b>	2023 – 2022
Yolo Transportation District	<b>Director of Finance &amp; Administration</b>	2023
City of Carson	<b>Director of Finance</b> , Public Works Operations Manager	2022
Metro Parks Tacoma	<b>Chief Financial and Administrative Officer</b>	2022
Santa Barbara Metropolitan Transit Dist.	<b>Director of Finance and Administration</b> , Director of Human Resources and Risk	2022
<b>West Valley Water District</b>	Director of Engineering, Assistant General Manager, General Manager	2024 – 2023
City of Tulare	<b>Chief Financial Officer</b>	2023
City of East Palo Alto	Assistant City Manager, Chief of Police, City Manager	2024 – 2023



City of Hayward	Accounting Manager	2024
City of La Mesa	Assistant Community Development Director, Risk Manager, Director of Human Resources	2024
City of Los Banos	Assistant Public Works Director, Assistant Fire Chief	2024
City of Menlo Park	Assistant Administrative Services Director (Finance), Human Resources Manager	2024 – 2023
City of Ontario	Budget Administrator, Accounting Supervisor, Investments & Treasury Officer, Assistant Community Development Director	2024 – 2023
City of Palm Springs	Senior Civil Engineer, Fire Chief, City Manager	2024 – 2023
City of Palmdale	Deputy Director of Human Resources	2024
City of Palo Alto	Water Treatment Plant Manager	2024
City of Pomona	Development Services Director	2024
City of Rancho Palos Verdes	Human Resources & Risk Manager, Principal Engineer, Associate Engineer – Utilities (Capital Projects), Associate Engineer – Utilities (Operations), Senior Engineer – Transportation/Traffic (Operations), Senior Engineer – Civil/Roadway (Capital Projects)	2024 – 2023
City of Redlands	Director of Human Resources	2024
City of Sanger	City Manager	2024
City of Scottsdale, AZ	Economic Development Director	2024
City of Visalia	Administrative Services Director	2024
City of Woodland	Deputy Director of Public Works – Utilities	2024
Coachella Valley Water Dist.	Associate Engineer- Stormwater and Sanitation, Director of Environmental Services	2024 – 2023
County of Riverside	Director of Human Resources, Department Public Information Officer I, DEI (Diversity, Equity, and Inclusion) Officer, County Counsel	2024 – 2022
Golden Gate Bridge Highway & Trans. District	Senior Electrical Engineer/Construction & Facilities	2024
Irvine Ranch Water District	Collections Manager, Accounting Supervisor, Senior Human Resources Analyst, Human Resources Analyst	2024 – 2023
Marin/Sonoma Mosquito & Vector Control District	District Manager	2024
Metropolitan Water District of Southern CA	Climate Adaption Planning Program Manager, Conveyance and Distribution Group Manager, Integrated Support Services Group Manager, Treatment and Water Quality Group Manager	2024
Mid-Peninsula Water Dist.	Administrative Services Manager	2024
North County Transit Dist.	Chief People Officer, Chief Executive Officer	2024
Ontario Municipal Utilities Company	Utilities Customer Service Director	2024



Port of Long Beach	Director of Security	2024
San Bernardino Superior Court	Human Resources Business Partner	2024
State Bar of CA	Chief Information Officer	2024
Westlands Water District	General Counsel	2024
California Association of Sanitation Agencies	Manager of Association Services	2023
City of Avalon	Public Works Director	2023
City of El Monte	Director of Human Resources, Chief of Police	2023 – 2022
City of Long Beach	Data Center Officer, City Treasurer	2023 – 2022
City of Los Altos	Housing Manager	2023
City of Millbrae	Director of Community Development, Public Works Director	2023 – 2022
City of Modesto	Engineering Division Manager – Utilities, Wastewater Division Manager	2023 – 2022
City of Pasadena	Director of Parks, Recreation and Community Services; Director of Library & Information Services; Chief of Police; Controller	2023 – 2022
City of Pittsburg	Water Utilities Manager, Assistant City Engineer	2023
City of San Bernardino	City Manager, Deputy Director of Human Resources (Risk), Director of Human Resources, Chief of Police, Director of Public Works	2023 – 2021
City of San Jose	Assistant Chief Information Officer, Chief Information Officer	2023 – 2022
City of Santa Fe Springs	City Manager	2023
City of Santa Monica	City Engineer, Director of Transportation	2023
City of Seaside	Senior Civil Engineer, Assistant Public Works Director, Assistant Civil Engineer, Associate Planner, Assistant Planner	2023 – 2021
City of Signal Hill	City Manager	2023
City of Soledad	City Manager	2023
City of Vista	Director of Engineering, Director of Community Development, Assistant City Manager, Fire Chief	2023
City of West Hollywood	Economic Development Director	2023
County of San Bernardino	Chief of Homeless Services	2023
East Bay Regional Park Dist.	Chief of Interpretive & Recreation Services, Chief of Design & Construction, Chief Information Officer	2023 – 2022
Fresno Irrigation District	Senior Civil Engineer	2023
Mtn. House Community Services District	Utilities Manager	2023
Mtn. View Sanitary Dist.	Chief Plant Operator/Wastewater Operations Manager	2023



Orange Co. Mosquito & Vector Control District	Director of Human Resources	2023
South Tahoe Public Utility District	General Manager	2023
Transportation Corridor Agencies	Chief Capital Program Officer	2023
Valley Sanitary District	General Manager	2023
Alameda Housing Authority	Administrative Manager	2022
California Assoc. - Local Agency Formation Commissions	Executive Director	2022
Carpinteria Valley Water District	Accountant	2022
City of Berkeley	Accounting Manager, Director of Information Services, Director of Engineering	2022 – 2021
City of Calexico	Chief of Police, City Manager	2022
City of Cherry Hills Village, CO	Chief of Police	2022
City of Leavenworth	City Administrator	2022
City of Oceanside	City Manager	2022
City of Oroville	Chief of Police	2022
City of Piedmont	Communications Program Manager	2022
City of Tracy	City Attorney	2022
City of Woodland Park, CO	Chief of Police	2022
County of Butte	Assistant Public Works Director (2)	2022
County of Imperial	Director of Social Services	2022
County of Santa Clara	Deputy Director of Parks & Recreation, Director, CEPA; Planning Services Manager	2022 – 2021
County of Sonoma	Real Estate Manager	2022 – 2021
Dublin San Ramon Services District	Wastewater Treatment Plant Operator-in-Training, Electrician I/II, Human Resources Analyst II, Wastewater Treatment Plant Operations Superintendent	2022 – 2021
East Valley Water District	General Manager/Chief Executive Officer	2022
Greater LA County Vector Control District	General Manager	2022
Padre Dam Municipal Water District	Engineer Manager- Development Services	2022
Port of Oakland	Port Supervising Engineer (Civil), Senior Human Resources Analyst	2022



## PROJECT TEAM

### **Frank Rojas (Resides in Riverside, CA) Recruitment Manager**

Frank brings more than thirty (35) years of recruiting experience from the highly competitive direct placement and contracts labor industries and the corporate environment. He has significant experience placing corporate leaders, executive, professional, and technical staff, including individual contributors for the government sector, non-profits, aerospace, architectural and engineering, information technology, petroleum and chemical, energy, power, civil/structural, transportation, and private industry.

Frank began his career in Contract Labor. Over the next 30+ years, he launched seven start-up offices in several states and locations, providing direct placement and contract support to hundreds of clients in virtually all industries and levels of talent. He continued his career in the non-profit environment, managing and building talent acquisition support during significant growth periods. Having been a speaker at several networking and career coaching venues, Frank believes in utilizing traditional recruiting methodology with social media.

In addition to recently completing recruitments for the City of Vista, County of Riverside, City of Riverside, City of Pasadena, and West Valley Water District, recent successful efforts include positions of Economic Development Director, City Manager, Chief Financial Officer, Director of Human Resources & Development, City Treasurer, DEI Officer, Chief of Police, and Director-level hires for Information Technology, Social Services, Public Works, Community Development, Community Services, Animal Services, and Division/Site General Managers.

Frank has been named in the top 1% viewed profiles on LinkedIn and has established a strong client and customer base through trust, effective recruiting, relationship building, and teamwork.

### **Chelsea Freeman Recruiting Supervisor**

Chelsea's professional experience includes almost 20 years in Human Resources which includes both the public and private sectors. She began her HR journey in private-sector manufacturing and then later transitioned to the public sector. Her previous role was as the Classification, Compensation, and HR Operations Manager at California State University, Monterey Bay, where she was responsible for developing and implementing a compensation philosophy for staff and faculty, as well as implementing process improvement efforts within the HR operations. She provided ongoing consultation to executives relating to organizational effectiveness, recruiting, and best practices in hiring which included Diversity and Inclusion training and properly classifying and compensating employees.

Since joining K&A, a Gallagher company, Chelsea has partnered her classification and compensation experience, marketing skills, and recruitment experience to bring a full-service experience to all clients. She currently manages full-cycle recruitments for California public sector agencies including cities, counties, and special districts. She provides supervisory oversight for technical, professional, and management recruitments.

Chelsea earned her B.A. degree in Communications from Sonoma State University.

### **Amanda Kreller Executive Recruiter**

Amanda brings over twenty (20) years of diverse expertise spanning the public and private sectors with a strong focus on executive search, recruitment process outsourcing, and corporate environments. Throughout her career, she has excelled in identifying and connecting outstanding individuals across all organizational levels, ranging from



corporate leaders and executives to professionals, technical experts, and individual contributors. Amanda's unwavering dedication to fostering diversity, equity, and inclusion (DE&I) practices is evident in her commitment to sourcing the most exceptional talent for every unique context.

Amanda's educational background includes a Bachelor of Arts (BA) degree in Marketing and Media Studies from San Diego State University, as well as a Master in Education (MEd) in Elementary Education. She is a certified teacher who began her professional journey in the public school system, teaching grades EC-5. Her passion for education extended to serving as a board member for local private schools.

Drawing on her diverse experiences, Amanda smoothly transitioned into recruiting for government agencies such as City of Los Angeles, City of San Diego, City of Long Beach, City of Laguna Beach as well as companies across a range of industries, including biotechnology, environmental, healthcare, technology, legal, finance, human resources, and marketing.

Amanda has honed her skills in providing innovative solutions and support in areas such as organizational development and management, talent engagement and placement, and process improvement strategies. Her multifaceted background equips her with a unique perspective and enables her to offer valuable insights and guidance in various aspects of talent acquisition and organizational growth.

### **Peter Smith**

#### **Executive Recruiter**

Pete brings 18 years of recruiting experience to the table. He has recruited in the public and private sectors in searches spanning nearly every discipline. Examples of his expertise include: executive, director, and professional roles in the public sector; accounting, finance, and treasury; C-Suite positions; private sector director and manager roles generally; and professional roles including legal, accounting/CPA, and healthcare. Further, he has experience in all technical roles, including transportation and public works.

Pete has a Bachelor's of Science in Business Administration with an emphasis in International Business and has started and led several recruiting offices in California.

Pete's success as a recruiter is rooted in values, hard work, and determination. He views his role towards candidates as one as a trusted advisor. It is a matter of helping the candidate understand the realities of the industry and market and explaining in detail what the client/employer is looking for, while maintaining appropriate levels of discretion towards all. Regarding clients, a perspective of complete candor is essential. A consultative approach is required whereby the client is assisted in understanding how their needs intersect with the candidate's perspective. Pete employs state-of-art technology in recruiting, including AI tools, but combines this with traditional, high-touch efforts.

Pete prides himself on universal success in unearthing fantastic candidates. His secret is diligence tempered by constant re-evaluation of metrics and results. There is no such thing as a failed search, only a failure of awareness and creativity.

### **Ember Plummer**

#### **Recruitment Coordinator/Project Support**

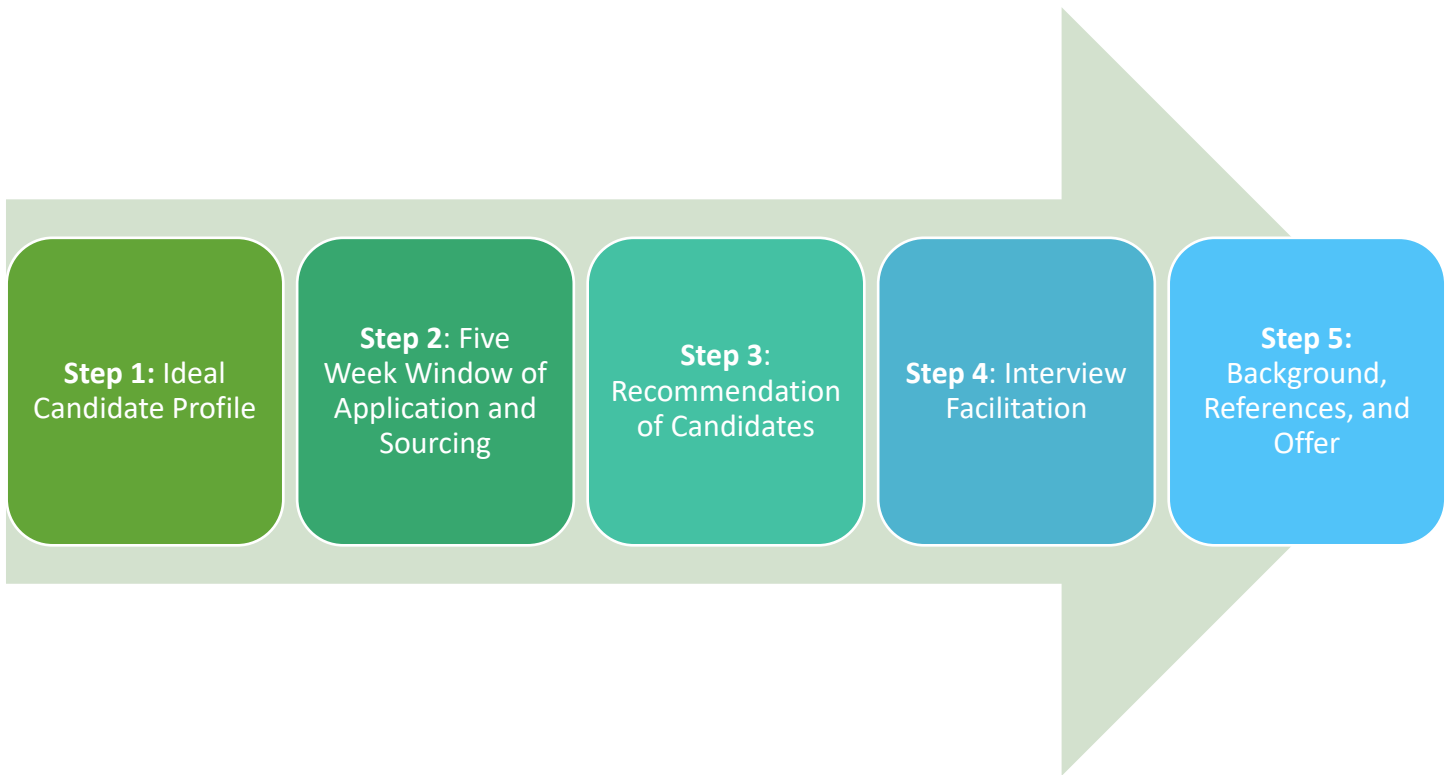
Ember supports the Koff & Associates team as a Recruiting Coordinator/Project Support. Since joining K&A, they have helped to develop efficient processes to streamline recruiting services. They support the recruiting team in a broad range of administrative needs and in preparing reports and documentation for clients. Ember earned their B.A. in English Language & Literature and World Literature from Smith College in Northampton, MA.

## PROJECT APPROACH/METHODOLOGY

Our philosophy ensures thorough, thoughtful, and strategic sourcing, evaluation, selection, and vetting of candidates. We reach out directly to potential candidates, referral sources, professional associations, and user groups, etc. by using business media, outreach emails, general advertising, **and most importantly picking up the phone and actively calling passive applicants.** This strategy also includes focused advertising on websites and in publications specific to women and minority candidates.

K&A will provide weekly progress reports to the District and participate in conference calls and onsite meetings as requested.

We are responsible for ensuring compliance, adhering to, and maintaining all legally mandated documentation throughout the process.



## Step 1: Ideal Candidate Profile

Developing the profile for the ideal job candidate for the position is crucial for a successful search process.

We will coordinate with the District in identifying and developing:

- The various organizational needs, vision, mission, goals, strengths, challenges, opportunities, and culture of the organization;
- Position competency requirements, i.e., knowledge, skills, and abilities;
- Personal and professional attributes required of and priorities for the new incumbent;
- Type of working relationship senior leadership desire with the new incumbent;
- Advertising strategies in conjunction with a national and/or regional outreach campaign;
- Compensation levels; and
- Schedule of deliverables from K&A.

After meeting(s) with the District, there will be a consensus of the key qualifications and characteristics of the position and the process, action plan, and timetable to be utilized for the recruitment process.

### Brochure Design & Posting

Following the development of the candidate profile, an eye-catching recruitment brochure will be professionally produced in coordination with the District's feedback. The brochure will highlight the strengths of West Valley Water District and the surrounding community. The brochure will feature the organizational structure and services of the District, its mission and goals, pertinent facts regarding the position, and necessary and desirable candidate qualifications.

## Step 2: Five Week Window of Application & Sourcing

K&A can, at the request of the District, facilitate community surveys or community outreach forums to encourage feedback from residents. A report of resident comments will be provided to the District prior to first-round interviews.

Our effort will include a variety of activities designed to build the best available candidate pool. Our techniques and methodologies allow us to source from extensive pools of potential candidates and referral sources.

In coordination with the District, K&A will:

- Identify prospects;
- Provide each potential candidate with access to the recruitment brochure;
- Capture interested candidates in our recruitment project database; and
- Provide representative data to the District, including candidate documents, interview notes, and an outline of the recruitment process.



### Step 3: Recommendation of Candidates

K&A will provide the District with a report of the leading candidates to further narrow the pool to the most highly qualified and establish the best organizational fit of each potential finalist. This screening process is specifically designed to assess the personal and professional attributes the District has identified and will focus on each candidate's ability, technical competency, and fit with the District's values, culture, and needs. Our assessment will consist of:

- Experience and qualifications;
- Cultural fit based on our understanding of essential intangibles;
- Clarity of any issues identified in the submitted documents;
- Reasons for position interest,
- The level of commitment to the position and the organization; and
- Other issues, including salary requirements.

### Step 4: Interview Facilitation

We will advise and develop interviewing strategies and a menu of questions that will help analyze candidates' qualifications and management/work styles. We will facilitate all necessary communications with the District and candidates to ensure everyone is well prepared.

Interview questions will elicit information about each candidate's technical skill set, experience, leadership skills, adaptability, political astuteness, self-awareness, and other important aspects of the ideal candidate profile.

Questions, evaluation tools, and additional materials will be assembled in intuitive and user-friendly interview packets. We will use evaluation criteria agreed to by the District.

The Project Manager will coordinate interviews, interview schedules, and finalize the process. We will provide oversight during the panel interview process and facilitate a focused discussion with the District at the beginning and conclusion of the interviews to identify the most qualified candidate(s) for final interviews.

### Step 5: Background, References, and Offer

K&A provides a thorough and quality reference and background check process for our clients. We start by calling candidates' employment and professional references and having an in-depth discussion, covering their strongest business characteristics, work style, interpersonal skills, and position-specific knowledge. All references will be documented and presented in a concise, user-friendly manner.

Background checks are conducted in coordination with a third-party firm to verify educational degrees and employment records and confirm clear driving records, criminal records, and financial history/credit. Reports can be tailored to clients' needs upon request. Safety for clients and their communities is our priority, so rest assured that we, as well as our background contract firm, meet or exceed relevant reporting requirements.

K&A can facilitate and lead the negotiations of the final terms and conditions of employment, such as the compensation package, benefits, and other perquisites (perks). We will notify all candidates not selected as finalists for the position.





### Project Schedule

The following is a typical schedule for conducting recruitment efforts. Search efforts for executive recruitments generally take twelve to fourteen (12-14) weeks to complete, allowing enough time for all steps of the process and client schedules.

Weeks	2	4	6	8	10	12	14
Step 1							
Step 2							
Step 3							
Step 4							
Step 5							

### K&A Diversity Statement

In 2023, **64% of our placements were women or people of color.** We source candidate pools that are representative of our clients’ communities, and we present highly achieved slates of finalists with the same diversity. We use a variety of industry-specific diversity advertising to source a diverse and representative population of candidates. For example, a Fire Chief advertising campaign included posts to International Association of Women in Fire & Emergency Service - Women in Fire, International Association of Black Professional Fire Fighters, Inc., National Association of Hispanic Firefighters, and International EMS & Firefighters Pride Alliance.

This statement serves to reaffirm our commitment to providing equal employment opportunities to all employees and applicants for employment in accordance with equal opportunity and affirmative action laws.

We affirm our personal and official support of these policies, which provide that K&A is committed to implementing the affirmative action policies, programs, and procedures included in this plan to ensure that employment practices are free from discrimination. Employment practices include but are not limited to the following: hiring, promotion, demotion, transfer, recruitment or recruitment advertising, layoff, disciplinary action, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. We will provide reasonable accommodation to applicants and employees with disabilities.



## REFERENCES

We are proud of our past recruitment work with clients to successfully place candidates to meet their organization's needs.

Recruitment & Agency	Contact
City of Riverside  DEI (Diversity, Equity, and Inclusion) Officer, Debt & Treasury Manager, Budget Manager	Edward Enriquez, CFO  (951) 826-5972 <a href="mailto:EEnriquez@riverside.gov">EEnriquez@riverside.gov</a> 3900 Main St, Riverside, CA 92501
City of Palm Springs  Fire Chief, City Manager	Stephanie George Director of Human Resources  760.323.8217 <a href="mailto:Stephanie.George@palmspringsca.gov">Stephanie.George@palmspringsca.gov</a> 3200 E. Tahquitz Canyon Way Palm Springs, CA 92262
City of Pasadena  Director of Library & Information Services, Chief of Police, Controller, Director of Parks Recreation and Community Services	Tiffany Jacobs-Quinn, Human Resources Director  (626) 744-4126 <a href="mailto:tjacobsquinn@cityofpasadena.net">tjacobsquinn@cityofpasadena.net</a> 100 Garfield Ave, Pasadena, CA 91101
West Valley Water District  General Manager	Haydee M. Sainz Human Resources & Risk Manager  (909) 820-3712 <a href="mailto:hsainz@wvwd.org">hsainz@wvwd.org</a> 855 W. Baseline Rd. Rialto, CA 92377



## PRICING PROPOSAL

### Project

- Chief Financial Officer

### Professional Fee and Expenses

- Total not-to-exceed professional fee of \$25,000, which includes all professional services and expenses, including brochure development and design, advertising, printing and shipping, associated consultant travel if required, and background.
- Invoices will be billed monthly in four equal increments of \$6,250.

*Note: Expenses do not include candidate travel.*

#### **Optional: Recruitment Video**

*In addition to the standard recruitment brochure, K&A can develop a Recruitment Video to better highlight the positive elements of the organization and community. These videos have proven to attract more job seekers and effectively expand the talent pool. Videos run approximately three-minutes in length and highlight the workplace environment, local landscape, and include interviews with selected staff. This video is optional and costs \$4,000.*

### Placement Guarantee

K&A is committed to recommending only the most qualified candidates who meet all the necessary requirements and qualifications and are also a cultural fit for the District. We proactively recruit for each search effort until a successful candidate is placed.

Therefore, we promise to present to the District a selective pool of candidates that met or exceeded our standards during the thorough screening processes and have been identified as ideal matches for the position. Should the District disapprove of all final candidates or should none pass the final interview and reference check process, we will work to find a new slate of candidates at no added cost, with the possible exception of necessary advertising.

In addition, for full recruitments for executive and mid-management positions, should the incumbent leave the position or be terminated from employment within 12 months of hire due to performance issues, we commit to conducting a one-time additional executive search to identify a replacement and only charge related expenses as described in the Pricing Proposal.

Overall, K&A's retention rate during the first 12 months of hire is robust and has been above 95% over the last several years.



## PROFESSIONAL SERVICES AGREEMENT ACKNOWLEDGEMENT

We will be pleased to sign the District's professional services agreement for recruitment services, however we respectfully request that the District will allow for a period of negotiation of certain terms in the professional services contract related to liability, indemnity, insurance, and other terms. We have found that we have always come to an agreement with all of our clients in the past and appreciate the District's flexibility in reviewing certain terms in a collaborative fashion between our legal counsels.

## INSURANCE ACKNOWLEDGEMENT

Gallagher shall at all times during the term of this Agreement and for a period of two (2) years thereafter, obtain and maintain in force the following minimum insurance coverages and limits at its own expense:

- Commercial General Liability (CGL) insurance on an ISO form number CG 00 01 (or equivalent) covering claims for bodily injury, death, personal injury, or property damage occurring or arising out of the performance of this Agreement, including coverage for premises, products, and completed operations, on an occurrence basis, with limits no less than \$2,000,000 per occurrence;
- Workers Compensation insurance with statutory limits, as required by the state in which the work takes place, and Employer's Liability insurance with limits no less than \$1,000,000 per accident for bodily injury or disease. Insurer will be licensed to do business in the state in which the work takes place;
- Automobile Liability insurance on an ISO form number CA 00 01 covering all hired and non-owned automobiles with limit of \$1,000,000 per accident for bodily injury and property damage;
- Umbrella Liability insurance providing excess coverage over all limits and coverages with a limits no less than \$10,000,000 per occurrence or in the aggregate;
- Errors & Omissions Liability insurance, including extended reporting conditions of two (2) years with limits of no less than \$5,000,000 per claim, or \$10,000,000 in the aggregate;
- Cyber Liability, Technology Errors & Omissions, and Network Security & Privacy Liability insurance, including extended reporting conditions of two (2) years with limits no less than \$2,000,000 per claim and in the aggregate, inclusive of defense cost; and
- Crime insurance covering third-party crime and employee dishonesty with limits of no less than \$1,000,000 per claim and in the aggregate.
- All commercial insurance policies shall be written with insurers that have a minimum AM Best rating of no less than A-VI, and licensed to do business in the state of operation. Any cancelled or non-renewed policy will be replaced with no coverage gap, and a Certificate of Insurance evidencing the coverages set forth in this section shall be provided to Client upon request.



## SIGNATURE PAGE

We thank you for your consideration of our proposal. We are committed to providing high-quality service and investing in a long-term partnership.

This proposal is valid for ninety (90) days.

Respectfully submitted,

By: KOFF & ASSOCIATES  
State of California

A handwritten signature in black ink, appearing to read 'Frank Rojas', enclosed in a thin black rectangular border.

**Frank Rojas**

**Date: July 23, 2024**

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**Recruitment Manager**



CITY OF TULARE, CALIFORNIA

# Chief Financial Officer

(Finance Director)





## THE COMMUNITY

The City of Tulare is an exceptional, family-oriented community with a population of 67,834, situated in the Central San Joaquin Valley along Highway 99, just 47 miles south of Fresno and 64 miles north of Bakersfield. Our mid-state location benefits businesses needing same-day access to key California markets as well as residents seeking recreational opportunities in the beautiful Sierra Nevada Mountains to the east and the spectacular California coastline to the west.

Founded in 1874 by the railroad, Tulare overcame numerous disasters in the 1880's. Following three major fires and the departure of the railroad, the community's saving element was bringing water and farming to the area. Situated in the heart of some of the most productive farmland in the world, Tulare is very attractive to food processors and distributors (such as Haagen-Dazs, Land O'Lakes, Saputo, and Kraft) because of our central location and abundant supply of locally grown products. Tulare County is the number one milk-processing county, and now the second largest agricultural producing county in the world, second only to neighboring Fresno County.

With its strong agricultural vitality, Tulare seeks to diversify its industrial and retail base through our focus on economic development. The City not only welcomes new industries and businesses, but it has become a regional attraction. Tulare has a historical downtown, first class historical museum, and an expanding outlet center providing 2.6 million square feet of retail space. In addition, Tulare is home of the International Agri-Center, sponsor of the largest farm equipment show in the world – the World Ag Expo.

Tulare is well known for its volunteerism and community spirit. The City has an excellent rapport with its citizenry and is currently undergoing positive growth. Tulare also has an attractive housing market with exceptionally priced quality homes. Tulare is a city challenging itself to provide new opportunities for all who call

it home. The community is growing yet it retains the caring atmosphere of a small town. The city honors and celebrates its culturally diverse heritage while providing democratic and cost-effective services to all its citizens. The City Council works closely with the City Manager and with members of the public to ensure that the "voice of the citizen" is heard.

## CITY GOVERNANCE

Tulare is a full-service Charter City with approximately 500 employees in the departments of Administration, Finance, Human Resources, Community Services, Community & Economic Development, Public Works, General Services, Police, and Fire. Healthy revenue sources include a sound property tax base, a utility user's tax, and an 8.25% local sales tax. The City is governed by a five-member City Council elected by district. Adopted goals by the City Council include priorities in the areas of Public Health and Safety, Stewardship of Revenue and Assets, Quality of Life, and Community Governance and Communication. The City owns and operates its own water, sewer/pollution control, and solid waste municipal utility enterprises.

The City has a total budget of approximately \$225mil with a general fund of \$55mil. Like many local government agencies, the city has recruited and appointed its leadership team with the goal of continuously improving towards the goal of "excellence" in local government.

**MISSION STATEMENT:** To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper.

Candidates are encouraged to visit the City's website at <http://www.tulare.ca.gov> for a broader understanding of the City's organization and our community.

## THE DEPARTMENT

Our Finance Department is responsible for the City's fiscal operations including planning, directing, monitoring, and improving the City's financial resources including contract administration for the City's transit services, preparation of the budget and audit report, and treasury functions, the accounting division, utility billing, purchasing, payroll, and costs for property tax collection, non-profit support, and general revenue and expenditures.

*Its mission is to provide quality, excellent service, ensuring the financial integrity of the City while providing efficient, courteous service.*

## THE POSITION

The Chief Financial Officer (CFO) will plan, direct, manage, and oversee the activities and operations of the Finance Department including cash management and investments, data processing, utility billing, collection, and grant reporting and compliance. Additionally, this position coordinates assigned activities with other City departments, officials, outside agencies, and the public; fosters cooperative working relationships among City departments and with intergovernmental and regulatory agencies and various public and private groups; provides highly responsible and complex professional assistance to City management staff; and serves as City Treasurer. Successful performance requires an extensive professional background as well as skill in coordinating departmental work with that of other City departments and public agencies.

The CFO manages a staff of 12 and will plan and will further develop the efficient and technological business processes and transform internal policies and procedures to create a better customer experience. This position requires someone who is fiscally prudent, politically astute, a creative problem solver and enjoys interacting and building positive working relationships with employees, department directors, elected officials, residents, and diverse stakeholders. This is an exciting time to join the City of Tulare, and this position is ideal for individuals that possess a passion for public service, and for entrepreneurs from within who recognize this opportunity to create and establish an effective and efficient administrative infrastructure for long-term success.



## Priorities and Opportunities

- Understands economic development to provide financial guidance and support in this time of pro-growth.
- With major labor negotiations completed, participate in a salary survey process and recommendations for general staff and address funding opportunities and challenges.
- Provide financial guidance and expertise for CIP programs, as well as the funding needs for five master plans.
- Participate in the next phase of the ERP (Eden) systems upgrades.

## THE IDEAL CANDIDATE

The ideal candidate for this position is a strong visionary and collaborative leader with a proactive approach to public sector finance and accounting services. The Chief Financial Officer will be inclusive, tech savvy, committed to exceptional customer service, and able to motivate and maximize the skills of staff. She/He must also be approachable, take a team-oriented approach, inspire accountability as well as transparency; and be able to make difficult decisions based upon thorough research and inclusive team-oriented discussion and feedback. This position will require flexibility, empathy, and a willingness to educate, exchange and encourage new ideas while building a culture of continuous improvement and high performance, and the ability to build consensus while helping to move the City in an exciting new and prosperous direction.

## Key Attributes and Characteristics

- A proven track record of mentoring, cross-training, and developing employees, with a solid skill set in succession planning.
- Expertise in municipal finance and budget with the ability to educate and provide options and alternative solutions to bring positive resolutions to challenging issues.
- Demonstrate a collaborative and responsive leadership approach to ensure positive interdepartmental relations while still focusing on the greater good of the community.
- Strong communication and interpersonal with high energy and a positive and inspiring presence.





## ■ QUALIFICATIONS

Any combination of training and experience which would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

- Bachelor's degree from an accredited four-year college or university with major coursework in business or public administration, accounting, finance, or a related field.
- Six (6) years of management or administrative experience in Finance administration and/or City government.
- Three (3) years of management and supervisory experience
- Possession of a Certified Public Accountant license and/or a Certified Public Finance Officer Certification is desirable.

## ■ COMPENSATION AND BENEFITS

The annual salary for this position is \$137,085.48 - \$166,628.04

**The City of Tulare offers a competitive benefits package that includes:**

- **Retirement:** In accordance with the California Public Employees' Pension Reform Act of 2013 (PEPRA), the City of Tulare will offer the following retirement benefit (2.0% @ 62) to new PERS members beginning January 1, 2013 with three (3) year's final compensation. Existing miscellaneous PERS members, with no break in service, will receive 2.5% @ 55 formula with single highest year.
- **Insurance Benefits:** Health Insurance - City pays a portion of the employee and dependent coverage costs of group medical, dental and vision insurance. An opt-out plan is also available
- **Life Insurance** – based on annual salary. Short and Long-Term Disability Insurance.

### Leave/Holidays:

- **Management Leave:** Eighty-eight (88) Hours per year (prorated based on date of hire).
- **Sick Leave:** Twelve (12) days per year (earned on a pay period by pay period basis)

- **Vacation Leave:** Ten (10) days per year. Additional days based on service years. (Buy-back option available)
- **Holidays:** Twelve (12) holidays observed annually.

**Additional Leave:** Employees receive one (1) day for birthday credit and two (2) floating holidays.

**Other Allowances:** Auto Allowance: \$400 per month; Cell Phone/Data Plan Reimbursement: \$100 per month.

**Optional Benefits:** Additional Life Insurance, Voluntary Deferred Compensation Program (457 Plans), Flexible Benefit Program (IRS Section 125 Plan)

## ■ APPLICATION AND RECRUITMENT PROCESS

**The final filing date is Monday, December 4, 2023.**

To be considered, please submit a resume, cover letter, and five work related references (who will not be contacted in the early stages of the recruitment) to:

<https://koffassociates.com/tulare-cfo/>

Resumes should reflect years and months of positions held.



Frank Rojas  
(510) 495-0448

[frank\\_rojas@ajg.com](mailto:frank_rojas@ajg.com)

Website: <https://koffassociates.com/>

Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. Koff & Associates will report the results to the City. The City will then select candidates to participate in panel interviews. Extensive reference and background checks will be completed on the selected candidate.

## An Emerging Renaissance Invitation to Apply, Tulare CA

The city of Tulare is embarking on an ambitious plan to focus its energies and financial resources on economic development and downtown revitalization which will transform the community and provide a return on investment to both the city and its citizens. If our emerging renaissance sounds intriguing and you desire to be part of a politically and financially stable organization; and want to work in an exciting, ethical, and outcome-oriented environment; then you will want to consider this career opportunity and invitation to apply.

Approximately half of the city's \$18 million in ARPA funds will be invested in projects and initiatives that will attract new private sector investment and job creation to the downtown and throughout the city. The investment will result in additional property and sales tax revenue which will be used by the city to bolster operations ensuring positive levels of service for tax and rate payers. The additional dollars may then be used in the future by City Council to address other long-standing community needs.

Some of the approved downtown revitalization projects include; reinventing Zumwalt Park to include an amphitheater and splash pad which will serve as downtown's primary entertainment venue. The city is also providing building improvement grants to help businesses relocate and expand in downtown. The city is working with the Tulare Chamber of Commerce to create a business incubator at the former courthouse which will bring new start-up companies into the downtown that can then later expand into the community. And finally, the city is working with partner organizations to develop a homeless shelter to manage the homeless issue in an effective and humane manner.

As part of our master plan, the city is also working with Caltrans to construct a new Hwy 99 interchange at the International Agri-Center which will serve as the city's eighth interchange. This coincides with the Agri-Centers master planned expansion incorporating increased equine and convention related uses. The expansion will open up thousands of acres of land for the possibility of new development and job creation for the community. The city will be actively engaged in leveraging the new interchange and utilizing its land use tools to attract new industries further establishing Tulare as the center of agricultural innovation.

If you are a subject matter expert in municipal finance and budget, value integrity, honesty, and transparency, are a leader, flexible and collaborative, are a good listener and will invest yourself in working closely with the management team and finance department staff, then you may be a good fit to be considered for Tulare's next Chief Financial Officer.

I hope you will consider this opportunity to do important work knowing you will be appreciated and have the tools and space necessary to do so!

Sincerely,

*Marc Mondell*

Marc Mondell, City Manager  
ICMA CM, AICP

