



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

**BOARD MEETING
AGENDA**

**THURSDAY, JUNE 18, 2020
CLOSED SESSION - 6:00 PM • OPEN SESSION – 7:00 PM**

NOTICE OF ADJOURNMENT AND CONTINUATION OF MEETING

PLEASE TAKE NOTICE that the President of Directors of the West Valley Water District has called a Continuation of the Regular Meeting of June 18, 2020 of the Board of Directors for TUESDAY, JUNE 23, 2020, at 6:00 P.M. which adjourned and will CONTINUE to meet on

**THURSDAY, JUNE 25, 2020,
CLOSED SESSION - 6:00 P.M. • OPEN SESSION – 7:00 P.M.**

At the District Headquarters located at 855 W. Base Line Road, Rialto, CA 92376.

BOARD OF DIRECTORS

Channing Hawkins, President
Kyle Crowther, Vice President
Dr. Michael Taylor, Director
Greg Young, Director
Dr. Clifford Young, Director

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

Teleconference Notice: In an effort to prevent the spread of COVID-19 (Coronavirus), and in accordance with the Governor's Executive Order N-29-20 and the order of the County of San Bernardino dated March 17, 2020, there will be no public location for attending this Board Meeting in person. Members of the public may listen and provide public comment via telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 807-977-6383. Public comment may also be submitted via email to

nfarooqi@wwwd.org. The webinar will also be available for public viewing by visiting www.wwwd.org.

OPENING CEREMONIES

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

ADOPT AGENDA

PUBLIC PARTICIPATION

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

Public communication is the time for anyone to address the Board on any agenda item or anything under the jurisdiction of the District. Also, please remember that no disruptions from the crowd will be tolerated. If someone disrupts the meeting, they will be removed.

PRESENTATIONS

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. Approval of Proposed Fiscal Year 2020-21 Operating and Capital Budgets.
2. Resolution No. 2020-12 for 2020-2021 Operating and Capital Improvement Budget.
3. Resolution No. 2020-13 Classification & Salary.

BUSINESS MATTERS

Consideration of:

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

1. Board Members

2. Legal Counsel

3. General Manager

UPCOMING MEETINGS

1. July 2, 2020 - West Valley Water District Board of Directors Regular Board Meeting at 7:00 p.m. (6:00 p.m. Closed Session), at District Headquarters
2. July 3, 2020 - West Valley Water District will be CLOSED in Observance of Independence Day.
3. July 7, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408.
4. July 16, 2020 - West Valley Water District Board of Directors Regular Board Meeting at 7:00 PM (Closed Session at 6:00 PM), at District Headquarters.
5. July 21, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 P.M., 380 E. Vanderbilt Way, San Bernardino, CA 92408.
6. August 4, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408.
7. August 6, 2020 - West Valley Water District Board of Directors Regular Board Meeting at 7:00 p.m. (6:00 p.m. Closed Session), at District Headquarters
8. August 10, 2020 - West Valley Water District Human Resources Committee Meeting at 6:00 PM at the District Headquarters
9. August 11, 2020 - West Valley Water District Safety and Technology Committee Meeting at 6:00 PM at the District Headquarters
10. August 12, 2020 - West Valley Water District Finance Committee Meeting at 1:00 PM at the District Headquarters
11. August 12, 2020 - West Valley Water District Engineering, Operations & Planning Committee Meeting at 6:00 PM at the District Headquarters
12. August 13, 2020 - West Valley Water District External Affairs Committee Meeting at 6:00 PM at the District Headquarters
13. August 18, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 P.M., 380 E. Vanderbilt Way, San Bernardino, CA 92408.

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of

Subdivision (d) of Section 54956 9: Number of Case: Two (2)

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 June 24, 2020.



Peggy Asche, Acting Board Secretary

Please Note:

Material related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District's office located at 855 W. Baseline, Rialto, during normal business hours. Also, such documents are available on the District's website at www.wvwd.org 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 Peggy Asche, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Asche 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: June 25, 2020

TO: Board of Directors

FROM: Rickey S. Manbahal, MPA, Chief Financial Officer

SUBJECT: Receive, Review and Discuss and Consideration for Adoption of West Valley Water District Proposed Operating and Capital Improvement Budgets for Fiscal Year 2020-2021.

BACKGROUND:

Each year the proposed operating (exhibit A) and Capital Improvement Project ("CIP") (exhibit B) budget for West Valley Water District ("District") for fiscal year 2020-21 ending June, 30, 2021 is presented to the Board of Directors for Approval.

DISCUSSION:

The proposed budget includes:

- Funding for 87 full time employees
- Funding for employee benefits and retirement
- Satisfied minimum bond covenant ratio of 1.20
- Funding for continued operating expenses safe drinking water to our customers
 - Water Quality Functions
 - Water Treatment – Perchlorate
 - Water Treatment
 - Customer Service system enhancement/response
 - Electronic security to protect customer data
- Community out-reach programs
 - Quarterly newsletters to customers
 - Customer information kits (Fact Sheets, Brochures, Flyers etc.)
 - Landscape Education and Community event sponsorships
 - Conservation Rebates
- Capital Improvement Plan based on Water Master Plan
 - Infrastructure replacement/rehabilitation
 - Reservoir Rehabilitation
 - Water Main Replacement
 - Pumps, Boosters replacement/rehabilitation
 - Treatment Plant Expansion
 - Roemer plant expansion

FISCAL IMPACT:

The Proposed FY 2020-2021 Operating Revenues are proposed at \$27,150,161.14 versus the FY 2019-20 Budget of \$ 30,147,024.23. The Proposed FY 2020-21 Operating Expenditures are proposed at \$26,375,404.62 versus the FY 2019-20 Budget of \$26,157,867.00.

STAFF RECOMMENDATION:

That the WVWD Board of Director's receive, file and adopt the Proposed FY 2020-2021 Operating and CIP Budgets as recommended by staff.

ATTACHMENTS:

- FY2020-2021 Proposed Operating & CIP Budgets
- FY2020-2021 Proposed Organizational Chart
- FY2020-2021 Proposed Classification and Salary Schedule

Respectfully Submitted,



Rickey S. Manbahal, MPA
Chief Financial Officer

West Valley Water District Proposed Operating Budget Summary - Fiscal Year 2020-2021

	FY 2018-2019 Actuals	FY 2019-2020 Budget	As of 6/2/20 FY 2020 YTD Actuals	FY 2020-21 Proposed	Amount Change	% Change
Operating Revenues						
Subtotal: Domestic Water Consumption Sales	15,682,620.74	16,013,478.00	15,256,389.57	14,412,130.20	(1,601,347.80)	90%
Subtotal: Other Water Consumption Sales	1,481,052.45	1,064,440.00	565,705.89	1,243,996.00	179,556.00	117%
Total Water Consumption Sales	17,163,673.19	17,077,918.00	15,822,095.46	15,656,126.20	(1,421,791.80)	92%
Total Monthly Service Charges	7,396,277.02	7,044,882.69	6,929,478.78	6,340,394.42	(704,488.27)	90%
Total Other Operating Revenue	3,796,812.62	3,637,423.54	1,871,975.09	3,002,320.56	(635,102.98)	83%
Total Operating Revenues	28,356,762.83	27,760,224.23	24,623,549.33	24,998,841.18	(2,761,383.05)	90%
Operating Expenses						
Total Expenses: Source of Supply - 5110	1,740,715.90	1,957,292.00	1,446,637.65	1,660,958.00	(296,334.00)	85%
Total Expenses: Production - Pumping - 5210	3,189,445.14	3,227,110.00	2,658,616.31	3,293,040.00	65,930.00	102%
Total Expenses: Water Quality Department - 5310	550,696.49	667,679.00	444,276.22	689,330.00	21,651.00	103%
Total Expenses: Water Treatment - Perchlorate- 5320	271,346.32	236,600.00	171,242.82	272,500.00	35,900.00	115%
Total Expenses: Water Treatment - FBR/FXB - 5350	1,628,181.53	1,983,210.00	1,555,040.41	2,095,343.32	112,133.32	106%
Total Expenses: Water Treatment - Roemer/Arsenic - 5390	1,651,467.92	1,963,730.00	1,551,296.44	1,798,960.00	(164,770.00)	92%
Total Expenses: Maintenance - Transmission and Distribution - 5410	1,787,611.37	2,661,170.00	2,309,932.08	2,322,909.00	(338,261.00)	87%
Total Expenses: Asset Management - 5420	110,375.57	409,570.00	373,291.80	-	(409,570.00)	0%
Total Expenses: Customer Service - 5510	942,025.10	982,550.00	829,902.75	1,156,520.00	173,970.00	118%
Total Expenses: Meter Reading - 5520	1,031,873.10	1,090,926.00	750,671.02	991,555.00	(99,371.00)	91%
Total Expenses: Billing - 5530	482,526.11	529,525.00	405,231.18	507,950.00	(21,575.00)	96%
Total Expenses: Administration - 5610	2,550,035.59	2,495,530.00	2,249,825.42	1,980,910.00	(514,620.00)	79%
Total Expenses: General Operations - 5615	1,633,070.62	2,719,890.00	2,398,044.08	2,217,094.00	(502,796.00)	82%
Total Expenses: Accounting - 5620	784,936.02	777,983.00	623,841.95	828,088.00	50,105.00	106%
Total Expenses: Engineering Before Reclasses to CIP	1,294,120.63	1,939,620.00	1,236,156.95	1,414,710.00	(524,910.00)	73%
<i>Engineering Labor, Benefits, and Overhead Reclass To CIP</i>	-	(2,099,208.00)	-	-	2,099,208.00	0%
Total Expenses: Engineering - 5630	1,294,120.63	(159,588.00)	1,236,156.95	1,414,710.00	1,574,298.00	-886%
Total Expenses: Information Technology - 5640	950,971.78	1,225,074.00	902,717.22	1,145,298.00	(79,776.00)	93%
Total Expenses: GIS - 5645	-	150,200.00	27,983.60	227,200.00	77,000.00	151%
Total Expenses: Board of Directors - 5650	239,598.17	257,350.00	208,868.52	269,900.00	12,550.00	105%
Total Expenses: Human Resources/Risk Management - 5660	523,667.51	817,184.00	917,544.45	826,979.00	9,795.00	101%
Total Expenses: Purchasing - 5680	364,420.07	440,390.00	336,328.64	629,574.30	189,184.30	143%
Total Expenses: Public Affairs - 5710	1,376,831.39	1,050,452.00	1,512,322.85	1,027,136.00	(23,316.00)	98%
Total Expenses: Grants & Rebates - 5720	141,688.20	66,000.00	9,456.63	41,000.00	(25,000.00)	62%
Total Expenses: Water Resources Management - 5730	-	340,060.00	196,643.59	-	(340,060.00)	0%
Total Expenses: HydroSTEM - 5740	1,650.15	79,650.00	3,530.79	-	(79,650.00)	0%
Total Operating Expenses	23,247,254.68	25,969,537.00	23,119,403.37	25,396,954.62	(572,582.38)	98%
Operating Surplus(Deficit) Before Depreciation/Amortization	5,109,508.15	1,790,687.23	1,504,145.96	(398,113.44)	(2,188,800.67)	-22%

West Valley Water District Proposed Operating Budget Summary - Fiscal Year 2020-2021

	FY 2018-2019 Actuals	FY 2019-2020 Budget	As of 6/2/20 FY 2020 YTD Actuals	FY 2020-21 Proposed	Amount Change	% Change
Non-Operating Revenues						
Subtotal: Property Taxes	2,305,151.34	1,970,000.00	2,339,825.65	1,773,000.00	(197,000.00)	90%
Subtotal: Grants and Reimbursements	703,948.09	-	84,862.33	-	-	0%
Subtotal: Interest and Investment Earnings	1,795,521.74	375,000.00	360,677.83	337,500.00	(37,500.00)	90%
Subtotal: Rental Income - Cellular Anntenas	33,859.92	30,000.00	30,080.70	30,000.00	-	100%
Subtotal: Other Non-Operating Revenues	3,015,463.63	11,800.00	11,100.69	10,820.00	(980.00)	92%
Subtotal: Gain On Sale/Disposition Of Capital Assets	-	-	-	-	-	0%
Total Non-Operating Revenues	7,853,944.72	2,386,800.00	2,826,547.20	2,151,320.00	(235,480.00)	90%

Non-Operating Expenses						
Subtotal: Loss On Sale/Disposition Of Capital Assets	-	-	-	-	-	0%
Subtotal: Interest Expense - Long-Term Debt	937,891.96	974,350.00	226,390.53	978,450.00	4,100.00	100%
Subtotal: Amortization Of Deferred Charges	-	-	-	-	-	0%
Subtotal: Change in Contingent Liability	-	-	162,000.00	-	-	0%
Total Non-Operating Expenses	937,891.96	974,350.00	388,390.53	978,450.00	4,100.00	100%

Non-Operating Surplus(Deficit)	6,916,052.76	1,412,450.00	2,438,156.67	1,172,870.00	(239,580.00)	83%
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Operating Budget Summary

Grand Total Revenues	36,210,707.55	30,147,024.23	27,450,096.53	27,150,161.18	(2,996,863.05)	90%
Grand Total Expenses	24,185,146.64	26,943,887.00	23,507,793.90	26,375,404.62	(568,482.38)	98%
Debt Service (BLF, HydroPlant, Bond Pmt)				1,062,629.00		
Reserve Transfer To/(From)				(287,872.44)	(287,872.44)	0%
Grand Total Net Surplus(Deficit)	12,025,560.91	3,203,137.23	3,942,302.63	-		

Debt Service

Debt Covenant Ratio Calculation:

Debt Service

Net Revenue	12,963,452.87	4,177,487.23	4,330,693.16	1,753,206.56
Series 2016A Bond Debt Service	1,345,743.95	1,307,450.00	1,313,450.00	1,310,250.00

Debt Covenant Ratio (Minimum 1.20)	9.63	3.20	3.30	1.34
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Calculation: Net Revenue ÷ Total Debt Service

**Capital Improvement Plan
Proposed Five Year Funding Schedule (FY 2021-25)**

Project Number	Project Manager	Funding Source	Priority	Project Description	Prior Yr Carryover	FY 2020-21 Proposed Budget	FY 2021-22 Budget Request	FY 2022-23 Budget Request	FY 2023-24 Budget Request	FY 2024-25 Budget Request	Project Total
REPLACEMENT / REHABILITATION OF SYSTEM ASSETS											
WELLS AND PUMPING EQUIPMENT REHABILITATION											
W19002	Rosa	RR	1	Well 41 - Ion Exchange Treatment	38,084						38,084
W19038	Linda	RR	3	Lower Well 36 to meet summer demand Perform CEQA	45,050						45,050
W20015	Joanne	RR	1	Annual R/R - Wells and Pumping Equipment	100,000						100,000
New	Joanne	RR	3	Well 39 Rehab	-					9,335,000	9,335,000
New	Joanne	RR	1	Annual R/R - Wells and Pumping Equipment FY21	-	50,000					50,000
PUMPS, BOOSTERS, & CLA-VAL REHABILITATION & REPLACEMENT											
W20007	Joanne	RR	1	Replace Motor Drives for Booster Pumps (QTY 6)	100,754						100,754
WATER MAIN REPLACEMENT											
W17011	Rosa	RR	1	Water Main Replacements - Casmalia	324,021						324,021
W17012	Rosa	RR	1	Bloomington Alley Way Main Replacement Phase 3, 4 and 5 & Zone 2 24" Transmission Main	325,426		3,072,000	650,000			4,047,426
W17034	Rosa	RR	3	Zone 3 Distribution Pipeline Replacement - 8" in Valley/Pomona	20,729			1,557,000			1,577,729
W19007	Linda	CC	1	Zone 3 - Waterline Oversizing - Cedar Place	84,000						84,000
W19055	Rosa	RR	1	I-10 Cedar Avenue Interchange improvement project	49,631						49,631
SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT											
W20006	Joanne	RR	1	Analyzer(s) and/or Flow Meter(s) - Operations Department	50,000						50,000
W20009	Joanne	RR	1	Purchase Two (2) Interior Mixing/Blending Units to install in Reservoirs 8-1 and 8-2 to maintain water quality	20,000	40,000					60,000
W20010	Joanne	RR	1	Connect Flush-to-Waste Pipe from Well 54 to Storm Drain or Sewage Line in Fontana	100,000						100,000
W20012	Bill	RR	1	Meters and MXU's (QTY 1,700) FY2020	376,491						376,491
New	Joanne	RR	1	Annual R/R - System Valve Replacement FY2021	-	150,000					150,000
New	Bill	RR	1	Annual R/R - Meter Vault Lid Retro Fits (QTY 6) FY2021	-	40,100					40,100
New	Bill	RR	1	Annual R/R - Meters and MXU's (QTY 1,700) FY2021	-	250,000					250,000
New	Joanne	RR	1	Annual R/R - Analyzer(s) and/or Flow Meter(s) FY2021	-	50,000					50,000
FACILITIES AND PLANTS REHABILITATION & REPLACEMENT											
W20025	Joanne	RA	1	FBR Filters Rehab	716,330						716,330
New	Sergio	RR	1	GAC Vessel Media replacement - Roemer		360,000					360,000
SUBTOTAL FOR REPLACEMENT / REHABILITATION OF SYSTEM ASSETS					\$2,350,515	940,100	\$3,072,000	\$2,207,000	\$0	\$9,335,000	\$17,904,615

**Capital Improvement Plan
Proposed Five Year Funding Schedule (FY 2021-25)**

Project Number	Project Manager	Funding Source	Priority	Project Description	Prior Yr Carryover	FY 2020-21 Proposed Budget	FY 2021-22 Budget Request	FY 2022-23 Budget Request	FY 2023-24 Budget Request	FY 2024-25 Budget Request	Project Total
NEW SYSTEM ASSETS											
SOURCE OF SUPPLY											
W19041	Linda	CC	1	OPR WFF - 16 mgd Treatment Plant Expansion	3,098,598		71,747,120				74,845,718
W20001	Linda	CC	1	Property Investigation for Bunker Hill Wells and Pump Station	199,933						199,933
W20003	Rosa	CC	3	Property Investigation for North Riverside Basin Well	-		150,000				150,000
New		CC	2	Construct new well - Well 43	-			3,000,000			3,000,000
New		CC	3	Construct new well - Well 44	-			3,000,000			3,000,000
New		CC	3	Construct new well - Well 45	-				3,000,000		3,000,000
New		CC	3	Construct new well - Well 46	-					3,000,000	3,000,000
PUMPS AND BOOSTER PLANTS											
W15004	Rosa	CC	1	Lord Ranch 4-3 Pump Station	2,849,437						2,849,437
W18021	Rosa	CC	2	Pump Station 7-2 - Design & Construction	89,537		4,091,000				4,180,537
W18022	Rosa	RR	1	Emergency Generators Zone 6	494,007						494,007
New		CC	2	Bunker Hill supply Pump Station	-		7,406,000				7,406,000
PRESSURE REDUCING VALVES											
W19003	Linda	CC	1	Zone 6 PRV - New PRV on Sierra Avenue	104,000						104,000
W19006	Linda	CC	1	Zone 7 PRV - New PRV on Lytle Creek Road	41,102	170,000					211,102
RESERVOIRS											
W15003	Rosa	CC	1	Lord Ranch 1.0 MG Aeration Tank	1,905,000						1,905,000
W19008	Rosa	CC	1	Zone 8 - Reservoir 8-3	60,000	4,000,000					4,060,000
W20002	Rosa	CC	2	Reservoir 7-5 Site Investigation	-		60,000				60,000
New		CC	2	Bunker Hill Aeration Tank	-		90,000	1,815,000			1,905,000
WATER MAINS											
W15008	Rosa	CC	2	Pepper Avenue @ I-10 Freeway Zone 2 - 24" Transmission Main Railway - Design & Construction	18,087		889,000				907,087
W17035	Rosa	CC	1	Zone 2 & 3 Transmission Main - 12", 16" and 20" in Santa Ana Avenue	9,503	1,474,333	1,484,000	3,161,667			6,129,503
W19020	Rosa	CC	3	Zone 2 - Fire Flow Pipeline - Holly Street and Wilson Street - Design	-			60,000			60,000
W20024	Linda	CC	1	Zone #4 30" Transmission Line @ El Rancho Verde	-	2,600,000					2,600,000
New	Rosa	RR	2	Zone 3A - 10" pipeline in Cactus Ave	-		35,000	108,500			143,500
New		CC	3	Zone 7 - 18" Transmission main in Sequoia Ln from Sierra Ave to Citrus Ave	-			90,000	2,373,000		2,463,000
New	Rosa	CC	1	Zone 7 - 18" Transmission main within future ROW from Citrus Ave to Lytle Creek Rd	-	100,000			906,000		1,006,000
New		CC	2	Bunker Hill Wells Field Transmission - Pipeline	-		220,000	5,897,000			6,117,000
FACILITIES AND PLANTS											
W15006	Rosa	CC	2	Lord Ranch facility - Grading and Site Work - Design & Construction	23,845		701,040				724,885
W20005	Joanne	RR	2	New 12-inch Decant Recycle Line Installation - Roemer	-			100,000			100,000
New		RR	2	Property acquisition for Reservoir R3-4	-		523,000				523,000
New		RR	3	Property acquisition for Reservoir R6-6	-			523,000			523,000
New		RR	2	Property acquisition for Bunker Hill Supply - Wells, Pump station, and reservoir	-		1,300,000				1,300,000

**Capital Improvement Plan
Proposed Five Year Funding Schedule (FY 2021-25)**

Project Number	Project Manager	Funding Source	Priority	Project Description	Prior Yr Carryover	FY 2020-21 Proposed Budget	FY 2021-22 Budget Request	FY 2022-23 Budget Request	FY 2023-24 Budget Request	FY 2024-25 Budget Request	Project Total
CAPITAL OUTLAY - FLEET/EQUIPMENT											
W19017	Telat	RR	1	Water System Geographical Information Systems (GIS) Application Upgrades - Phase III	64,450						64,450
W17039	Jon S.	RR	1	Wireless Upgrade Replace 5 Access Points	5,365						5,365
W18035	Jon S.	RR	1	New enterprise system software Tyler Incode 10	85,200						85,200
W19010	Jon S.	RR	2	District Security (includes access control for remote sites)	-		433,929				433,929
W19043	Joanne	RR	1	3 New Work Trucks for Proposed new positions for Operations, \$30,000/each	90,000						90,000
W19048	Albert	RR	1	Phone system - call recording	365						365
W19050	Albert	RR	2	Electrical panel upgrade - server room	-		12,000				12,000
W19051	Albert	RR	3	Vmware test server	-		20,000				20,000
W20016	Albert	RR	3	Board Room Audio Visual Upgrade with Video Recording	-		210,000				210,000
W20019	Telat	RR	1	GIS and Tyler Integration	25,000						25,000
SUBTOTAL FOR NEW SYSTEM ASSETS					\$9,163,429	8,344,333	89,372,089	17,755,167	6,279,000	3,000,000	\$133,914,018
GRAND TOTAL					11,513,945	9,284,433	92,444,089	19,962,167	6,279,000	12,335,000	\$151,818,634

CONT

CONTINGENCY OF 5%

464,222

CIP Budget Summary

Subtotal Replacement Assets:	2,350,515	940,100	3,072,000	2,207,000	-	9,335,000	17,904,615
Subtotal New Assets:	9,163,429	8,344,333	89,372,089	17,755,167	6,279,000	3,000,000	133,914,018
Totals:	11,513,945	\$9,284,433	92,444,089	19,962,167	6,279,000	12,335,000	151,818,634

CIP District Funding Source Summary

OR	Operating Revenue (Transfer from O&M Surplus)	-	-	-	-	-	-
RR	Replacement Reserves	2,314,573	940,100	5,605,929	2,938,500	-	21,134,102
CC	Capacity Charges	8,483,042	8,344,333	86,838,160	17,023,667	6,279,000	129,968,202
RA	Reimbursement Agreement	716,330	-	-	-	-	716,330
RB	Revenue Bonds/Loans	-	-	-	-	-	-
	Totals:	11,513,945	9,284,433	92,444,089	19,962,167	6,279,000	151,818,634

RESOLUTION NO. 2020-12
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE WEST VALLEY WATER DISTRICT
ADOPTING THE ANNUAL OPERATING AND CAPITAL IMPROVEMENT
BUDGET FOR 2020-2021

WHEREAS, West Valley Water District is a public agency of the State of California, established under Division 12 of the Water Code of the State of California; and

WHEREAS, it has been the practice of West Valley Water District to adopt a budget for each fiscal year to serve as the annual financial plan; and

WHEREAS, it is the task of the General Manager to submit a budget for adoption by the Board of Directors:

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the West Valley Water District does hereby resolve, determine and order as follows:

- Section 1** The Board of Directors desires to have a budget review process, which provides for Board of Directors participation and includes executive staff member comments in the development of the budget.
- Section 2** The Board of Directors desires to adopt a budget for each fiscal year that provides for adequate maintenance of infrastructure and orderly replacement of equipment.
- Section 3** The Board of Directors desires to adopt a budget where revenues are sufficient to meet expenses.
- Section 4** The Board of Directors hereby authorized the General Manager to present a budget to the Board of Directors for adoption prior to the beginning of each fiscal year.
- Section 5** The Board of Directors authorizes the General Manager, if the revenue of the proposed budget is not sufficient to meet expenses, to propose alternatives to balance the budget, including use of reserves or other methods, with Board approval.
- Section 6** The Board of Directors hereby establishes that additional funds may be considered for use during the fiscal year as needs arise with approval of the Board of Directors.
- Section 7** The Board of Directors hereby establishes that quarterly financial reports will be prepared by the Chief Financial Officer comparing actual revenues and expenses to budget amounts.

Section 8 This policy shall be effective immediately upon the date of adoption.

Section 9 The Board of Directors of the West Valley Water District does hereby adopt the Operations and Capital Improvement Budget for 2020-2021.

BE IT FURTHER RESOLVED that said Resolution shall be effective July 1, 2020.

ADOPTED, SIGNED, AND APPROVED THIS 25TH DAY OF JUNE, 2020.

AYES: DIRECTORS:

NOES: DIRECTORS:

ABSENT: DIRECTORS:

ABSTAIN: DIRECTORS:

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

ATTEST:

Peggy Asche
Acting Board Secretary

RESOLUTION NO. 2020-13

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
WEST VALLEY WATER DISTRICT
ESTABLISHING THE SALARY SCHEDULE AND JOB CLASSIFICATION PAY
SCHEDULE FOR FISCAL YEAR 2020-21**

WHEREAS, the Board of Directors (“Board”) of the West Valley Water District (“District”) previously adopted the Salary Schedule and Job Classification Pay Schedule for Fiscal year 2019-2020, by the Board of Directors on October 17, 2019; and

WHEREAS, the dollar amounts of the Salary Schedule and Job Classification Pay Schedule for Fiscal year 2019-2020 was included as part of the Fiscal year 2019-2020 Operating Capital budgets, adopted by the Board of Directors on October 17, 2019; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the West Valley Water District adopts the Salary Schedule and Job Classification Pay Schedule for Fiscal Year 2020-21 as attached Exhibit “A”.

ADOPTED, SIGNED AND APPROVED THIS 25TH DAY OF JUNE 2020.

AYES: DIRECTORS:

NOES: DIRECTORS:

ABSENT: DIRECTORS:

ABSTAIN: DIRECTORS:

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

ATTEST:

Peggy Asche
Acting Board Secretary

WEST VALLEY WATER DISTRICT
PROPOSED JOB CLASSIFICATIONS - EFFECTIVE 07/01/2020

Job Classification Title	Range No	Annual Salary		Exempt
		Minimum	Maximum	Y = Yes N = No
GIS STUDENT INTERN	22	\$ 38,064	\$ 53,602	N
STUDENT INTERN	22	\$ 38,064	\$ 53,602	N
CUSTOMER SERVICE REP I	24	\$ 39,978	\$ 56,285	N
ASSISTANT WATER SYSTEMS OPERATOR	26	\$ 42,016	\$ 59,093	N
CUSTOMER SERVICE REP II	28	\$ 44,096	\$ 62,046	N
PURCHASING / INVENTORY SPECIALIST I	28	\$ 44,096	\$ 62,046	N
WATER SYSTEMS OPERATOR I	30	\$ 46,301	\$ 65,125	N
ACCOUNTING SPECIALIST II	32	\$ 48,610	\$ 68,390	N
CUSTOMER SERVICE REP III	32	\$ 48,610	\$ 68,390	N
FIELD OPERATIONS SPECIALIST II	32	\$ 48,610	\$ 68,390	N
ACCOUNTING SPECIALIST III	34	\$ 51,022	\$ 71,822	N
CUSTOMER SERVICE LEAD	36	\$ 53,602	\$ 75,421	N
WATER SYSTEMS OPERATOR II	36	\$ 53,602	\$ 75,421	N
ENGINEERING TECHNICIAN II	38	\$ 56,285	\$ 79,165	N
ELECTRICAL & INSTRUMENT TECHNICIAN	40	\$ 59,093	\$ 83,117	N
PUBLIC AFFAIRS ANALYST	40	\$ 59,093	\$ 83,117	N
WATER SYSTEMS OPERATOR III	40	\$ 59,093	\$ 83,117	N
ACCOUNTING SPECIALIST LEAD	42	\$ 62,046	\$ 87,277	N
COMMUNITY AFFAIRS REPRESENTATIVE	42	\$ 62,046	\$ 87,277	N
ENGINEERING TECH III	42	\$ 62,046	\$ 87,277	N
LEAD WATER SYSTEMS OPERATOR	44	\$ 65,125	\$ 91,624	N
PLANNER/SCHEDULER	44	\$ 65,125	\$ 91,624	N
ACCOUNTANT	46	\$ 68,390	\$ 96,242	N
ELECTRICAL & INSTRUMENT SPECIALIST	46	\$ 68,390	\$ 96,242	N
INFO TECH. SUPPORT SPECIALIST	46	\$ 68,390	\$ 96,242	N
PURCHASING ANALYST	46	\$ 68,390	\$ 96,242	N
DEVELOPMENT COORDINATOR I	46	\$ 68,390	\$ 96,242	N
DEVELOPMENT COORDINATOR II	52	\$ 79,165	\$ 111,405	Y
GIS MANAGER	54	\$ 83,117	\$ 116,979	Y
INFO TECHNOLOGY ADMINISTRATOR	54	\$ 83,117	\$ 116,979	N
HUMAN RESOURCES ANALYST	113	\$ 60,861	\$ 99,861	N
HUMAN RESOURCES SPECIALIST/CONFIDENTIAL	113	\$ 60,861	\$ 99,861	N
EXECUTIVE ASSISTANT/CONFIDENTIAL	114	\$ 63,918	\$ 104,853	N
ASSISTANT TO THE BOARD SECRETARY	114	\$ 63,918	\$ 104,853	N
CUSTOMER SVC SUPERVISOR	115	\$ 67,101	\$ 110,094	N
PURCHASING SUPERVISOR	115	\$ 67,101	\$ 110,094	Y
SUPERVISING WATER SYSTEM OPERATOR	115	\$ 67,101	\$ 110,094	Y
ACCOUNTING MANAGER	116	\$ 70,450	\$ 115,606	Y
CHIEF WATER SYSTEMS OPERATOR	117	\$ 73,986	\$ 121,389	Y
ASSOCIATE ENGINEER W/ P.E.	117	\$ 73,986	\$ 121,389	Y
BOARD SECRETARY	119	\$ 79,186	\$ 129,938	Y
ENGINEERING SERVICE MANAGER	124	\$ 101,067	\$ 165,818	Y
HUMAN RESOURCES & RISK MANAGER	124	\$ 101,067	\$ 165,818	Y
BUSINESS SYSTEMS MANAGER / IT	124	\$ 101,067	\$ 165,818	Y

WEST VALLEY WATER DISTRICT
PROPOSED JOB CLASSIFICATIONS - EFFECTIVE 07/01/2020

Job Classification Title	Range No	Annual Salary		Exempt
		Minimum	Maximum	Y = Yes N = No
DISTRICT ENGINEER	124	\$ 101,067	\$ 165,818	Y
OPERATIONS MANAGER	124	\$ 101,067	\$ 165,818	Y
SENIOR ENGINEER	124	\$ 101,067	\$ 165,818	Y
DIRECTOR OF GENERAL SERVICES	126	\$ 111,426	\$ 182,832	Y
CHIEF FINANCIAL OFFICER	128	\$ 122,845	\$ 201,552	Y
PUBLIC AFFAIRS MANAGER	128	\$ 122,845	\$ 201,552	Y
ASSISTANT GENERAL MANAGER	130	\$ 135,450	\$ 222,227	Y
GENERAL MANAGER	GM	\$ 222,227	\$ 244,450	Y
BOARD OF DIRECTORS (10 MEETINGS MAXIMUM)		\$ 169.79	\$ 178.28	