



**BEAUMONT CHERRY VALLEY WATER DISTRICT
AGENDA
MEETING OF THE FINANCE & AUDIT COMMITTEE
Thursday, September 2, 2010 AT 4:00 p.m.
560 Magnolia Avenue, Beaumont, CA 92223**

CALL TO ORDER, ROLL CALL

PUBLIC INPUT

PUBLIC COMMENT: Anyone wishing to address the Board of Directors on any matter not on the agenda of this meeting may do so now. Anyone wishing to speak on an item on the agenda may do so at the time the Board considers that item. All persons wishing to speak must fill out a "Request to Speak" form and give it to the Secretary at the beginning of the meeting. The forms are available on the table at the back of the room. There is a three (3) minute limit on public comments. Sharing or passing time to another speaker is not permitted. Please do not repeat what was said by a previous speaker except to note agreement with that speaker. Thank you for your cooperation.

1. Adoption and Adjustment of Agenda (additions and/or deletions)
2. Review and Acceptance of August 5, 2010 Minutes of the Finance and Audit Committee** Page 2
3. Financial Reports/Recommendations
 - a. Review of Invoices for the Month of August 2010**Page 4
 - b. Review of August 2010 Invoices Pending Approval** Page 25
 - c. Review of the July 2010 Financial Statement**Page 29
4. Recommendation to Contract with Professional Recovery Systems (Rash Curtis & Associates) for Collection Services** Page 40
5. Action List Updates/Recommendations
6. Action List

ADJOURNMENT

** Information included in the agenda packet

Assistance for the Disabled: If you are disabled in any way and need accommodation to participate in the meeting, please call Blanca Marin, at (951) 845-9581 Ext. 23 for assistance so the necessary arrangements can be made.

The agenda material for this meeting is available to the public at the District's Administrative Office which is located at 560 Magnolia Avenue, Beaumont, CA 92223. If any additional material related to an open session agenda item is distributed to all or a majority of the board of directors after this agenda is posted, such material will be made available for immediate inspection at the same location.

**RECORD OF THE MINUTES OF THE
FINANCE & AUDIT COMMITTEE MEETING OF THE
BEAUMONT CHERRY VALLEY WATER DISTRICT
August 5, 2010**

CALL TO ORDER, ROLL CALL

Acting Chairman Parks called the meeting to order at 4:00 p.m., 560 Magnolia Avenue, Beaumont, California. Present at this meeting were Directors Parks and Ross. Also present at this meeting were Interim General Manager Anthony Lara, Controller Amelia Toledo and Executive Assistant Blanca Marin. Public present at this meeting were Patsy Reeley, Luwana Ryan, Fran Flanders, and Bill Dickson.

PUBLIC INPUT

No public input was presented at this time.

1. Adoption and Adjustment of Agenda (additions and/or deletions)

The agenda was adopted as presented.

2. Review and Acceptance of July 8, 2010 Minutes of the Finance and Audit Committee**

The Minutes of July 8, 2010 were adopted as presented.

3. Financial Reports/Recommendations

- a. Review of Invoices for the Month of July 2010**

Committee recommended that staff provide detailed description on invoices related to repairs to company vehicles so that staff can keep record of expenditures per vehicle.

Controller Toledo reported that staff is currently working on compiling information related to equipment, vehicles and leases on equipment that the District currently have to better track expenditures.

Committee recommended that staff provide dates of attended meetings under each of the director's invoices.

After review the Committee recommended to present the invoices to the full board for approval.

- b. Review of July 2010 Invoices Pending Approval**

Interim General Manager Lara reported that he reviewed pending invoices. He further recommended approval.

After review, the Committee recommended presenting the pending invoices to the full board for approval.

- c. Review of the Year-to-Date-June 2010 Financial (Mid-Year) Statement**

Director Ross requested that staff review the June 2010 Month End and verify the information under the December 2009, Meter Charges and Water Sales graphs as both graphs show a decline in revenue.

After review, the Committee recommended presenting the June 2010 Month End to the full board for approval.

4. Action List Updates/Recommendations

5. Action List

Toledo- Review December 2009 revenue figures related to the water sales and meter charges

Toledo- Direct staff to include more information in the invoices for easy information to public and board. (Director's payments and vehicle repairs invoices)

Toledo- Create a column in the Month End Report reflecting activities/revenues for the current month.

ADJOURNMENT

Stella Parks, Acting Chairman to the
Finance & Audit Committee of the
Beaumont Cherry Valley Water District

Check Register - Detail - Bank



AP5090

Date : Aug 26, 2010

Page : 1

Time : 10:15 am

Vendor : A&A FENCE To ZETLMAIER

Check Dt. : 01-Aug-2010 To 26-Aug-2010

Bank : 7 To 7

Seq : Check No. Status : All

Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
7 ACCOUNTS PAYABLE									
41162	09-Aug-2010	A&JPOOL SU	A&J POOL SUPPLIES	Issued	290	C			
Invoice Description:WELL 12 3/4 HP PUMP									
451634	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							613.35
Invoice Total :									613.35
Check # 41162 Total :									613.35
41163	12-Aug-2010	ACTIONTRUE	ACTION TRUE VALUE HARDWARE	Issued	296	C			
Invoice Description:(597) WELL 6, 29, 11, 12 (592) AIR VAC, PAINT, (593) UNIT 9, BEES									
38022	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT	MISC	03					81.32
	1-5-5700-593	REPAIR VEHICLES AND TOOLS	MISC	03					34.77
	1-5-5700-597	MAINT GENERAL PLANT (BUILDINGS)	MISC	03					57.27
Invoice Total :									173.36
Invoice Description:(592) AIR VAC (703) SLEEVEING (593) UNIT 20, 22, GLOVES									
38111	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT	MISC	03					57.98
	1-5-5700-593	REPAIR VEHICLES AND TOOLS	MISC	03					68.22
	2-1-0001-703	MATERIAL	MISC	03					30.99
Invoice Total :									157.19
Check # 41163 Total :									330.55
41164	12-Aug-2010	ACWAJPIA	ACWA/JPIA	Issued	296	C			
Invoice Description:AUTO/GEN LIABILITY 10/01/2010-2011									
073110	1-5-5500-570	PROPERTY/AUTO/GEN LIABILITY INSURANCE							65725.00
Invoice Total :									65725.00
Check # 41164 Total :									65725.00
41165	12-Aug-2010	AIR&HOSES0	AIR & HOSE SOURCE INC.	Issued	296	C			
Invoice Description:REPAIR UNIT 8									
02-15691	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT							16.93
Invoice Total :									16.93
Check # 41165 Total :									16.93
41166	12-Aug-2010	AJILONFINA	AJILON PROFESSIONAL STAFFING LLC	Issued	296	C			
Invoice Description:CONTROLLER POSITION 07/19/10 TO 07/22/10									
T001176316	1-5-5500-553	TEMPORARY LABOR							2673.30
Invoice Total :									2673.30
Invoice Description:CONTROLLER POSITION 07/26/10 TO 07/29/10									
T001178804	1-5-5500-553	TEMPORARY LABOR							2673.30
Invoice Total :									2673.30
Check # 41166 Total :									5346.60
41167	12-Aug-2010	ARCO	ARCO GASPRO PLUS	Issued	296	C			
Invoice Description:BG1564278 07/03/10 TO 08/02/10									
NP26031801	1-5-5700-589	AUTO/FUEL							4311.29
Invoice Total :									4311.29
Check # 41167 Total :									4311.29



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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
41168	12-Aug-2010	AUTOVALUE	STAR AUTO PARTS	Issued	296	C			
Invoice Description:UNIT 5									
0005545061080	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT							12.40
Invoice Total :									12.40
Check # 41168 Total :									12.40
41169	12-Aug-2010	B ACE HOME	BEAUMONT DO IT BEST HOME CENTER	Issued	296	C			
Invoice Description:FOUNTAIN BRUSH & CHLORINATOR HOSE									
321702	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							45.55
	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							14.74
Invoice Total :									60.29
Invoice Description:ACID WASH									
321769	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							43.41
Invoice Total :									43.41
Invoice Description:BOOSTER 1 @ HIGHLAND SPRINGS TANK									
322022	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							3.34
Invoice Total :									3.34
Invoice Description:WELL 6									
322023	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							12.65
Invoice Total :									12.65
Invoice Description:WELL 6, & 12TH & PALM									
322045	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							75.41
Invoice Total :									75.41
Invoice Description:UNIT 10									
322063	1-5-5700-593	REPAIR VEHICLES AND TOOLS							14.67
Invoice Total :									14.67
Invoice Description:TRUCK STICKER REMOVAL 12TH & PALM									
322078	1-5-5700-593	REPAIR VEHICLES AND TOOLS							29.66
Invoice Total :									29.66
Invoice Description:CHLORINATOR 12TH & PALM									
322103	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							5.60
Invoice Total :									5.60
Invoice Description:MICHIGAN YARD									
322109	1-5-5700-598	LANDSCAPE MAINTENANCE							12.04
Invoice Total :									12.04
Check # 41169 Total :									257.07
41170	12-Aug-2010	B76	BEAUMONT 76	Issued	296	C			
Invoice Description:07/01/10 TO 07/31/10 DIESEL GAS CHARGES									
2492	1-5-5700-589	AUTO/FUEL							328.72
Invoice Total :									328.72
Check # 41170 Total :									328.72
41171	12-Aug-2010	BLAWNMOVER	BEAUMONT LAWNMOWER	Issued	296	C			
Invoice Description:WEED EATER PRIMER BULBS									

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
1365	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT							11.42
Invoice Total :									11.42
Invoice Description:REPAIR ECHO TRIMMER RECOIL									
320186	1-5-5700-593	REPAIR VEHICLES AND TOOLS							15.00
Invoice Total :									15.00
Check # 41171 Total :									26.42
41172	12-Aug-2010	CALTOOL	CALIFORNIA TOOL & WELDING	Issued	296	C			
Invoice Description:OXYGEN/ACETYLENE									
D30260	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT							46.80
Invoice Total :									46.80
Check # 41172 Total :									46.80
41173	12-Aug-2010	CR&R INC	CR&R INC	Issued	296	C			
Invoice Description:AUGUST SERVICE AT 11083 CHERRY									
0056249	1-5-5640-581	SANITATION - 11083 CHERRY AVE							228.27
Invoice Total :									228.27
Check # 41173 Total :									228.27
41174	12-Aug-2010	DALEY&HEFT	DALEY & HEFT LLP	Issued	296	C			
Invoice Description:MAY - JUNE SERVICES									
36970	1-5-5810-611	GENERAL LEGAL							7907.00
Invoice Total :									7907.00
Check # 41174 Total :									7907.00
41175	12-Aug-2010	DAUGHTERY'S	DAUGHTERY'S PEST CONTROL	Issued	296	C			
Invoice Description:BEE REMOVAL 9509 AVENIDA									
061510	1-5-5300-534	MAINT METERS & SERVICES							200.00
Invoice Total :									200.00
Invoice Description:BEE REMOVAL 39740 AVENIDA									
072610	1-5-5300-534	MAINT METERS & SERVICES							250.00
Invoice Total :									250.00
Check # 41175 Total :									450.00
41176	12-Aug-2010	DAVINCI	DA VINCI PRINTING & BLUEPRINTS	Issued	296	C			
Invoice Description:24" REC MAIN									
R10-446	2-1-0812-703	MATERIAL							62.62
Invoice Total :									62.62
Invoice Description:BROOKSIDE REC MAIN									
R10-447	2-1-0810-703	MATERIAL							48.36
Invoice Total :									48.36
Check # 41176 Total :									110.98
41177	12-Aug-2010	EDISON	SOUTHERN CALIFORNIA EDISON	Issued	296	C			
Invoice Description:2-03-395-0783									
0783/0710	1-5-5630-515	ELECTRIC - 9781 AVENIDA MIRAVILLA							234.01
	1-5-5200-515	UTILITIES - ELECTRIC							3329.47

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Description:2-04-017-1993									
1993/0710	1-5-5200-515	UTILITIES - ELECTRIC							3563.48
Invoice Total :									101.01
Invoice Description:2-29-755-2648									
2648/0810	1-5-5200-515	UTILITIES - ELECTRIC							101.01
Invoice Total :									15984.92
Invoice Description:2-03-937-4889									
4889/0710	1-5-5200-515	UTILITIES - ELECTRIC							15984.92
Invoice Total :									53178.05
Invoice Description:2-27-452-6094									
6094/0710	1-5-5200-515	UTILITIES - ELECTRIC							53178.05
Invoice Total :									53450.87
Check # 41177 Total :									53450.87
									126278.33
41178	12-Aug-2010	ESBABCOCK	ES BABCOCK	Issued	296	C			
Invoice Description:B-8, B-9, H-2, M-2, M-3 SAMPLES									
AF01165-0034	1-5-5200-512	LAB TESTING							200.00
Invoice Total :									200.00
Invoice Description:WELL 14 & 4A									
AF01167-0034	1-5-5200-512	LAB TESTING							80.00
Invoice Total :									80.00
Invoice Description:B-10, 11, 5, 8, 7, I-1, 2, M-2, 3, N-2									
AG02065-0034	1-5-5200-512	LAB TESTING							400.00
Invoice Total :									400.00
Invoice Description:B-1, 2, 3, 4, 9, H-1, 2, I-1, 3, M-1, N-3									
AG02184-0034	1-5-5200-512	LAB TESTING							440.00
Invoice Total :									440.00
Invoice Description:B-10, 11, 12, 6, 7, 8, 9, H-2, I-1, 3, M-3, N-4									
AG03035-0034	1-5-5200-512	LAB TESTING							480.00
Invoice Total :									480.00
Invoice Description:CHERRY & VINELAND RESV. & WELL 16									
AH00112-0034	1-5-5200-512	LAB TESTING							45.00
Invoice Total :									45.00
Check # 41178 Total :									1645.00
41179	12-Aug-2010	FEDEX	FEDEX	Issued	296	C			
Invoice Description:SENT TO RIVERSIDE COUNTY RECORDER									
7-181-61278	2-1-0813-703	MATERIAL							16.52
	1-5-5500-561	POSTAGE							29.52
Invoice Total :									46.04
Check # 41179 Total :									46.04
41180	12-Aug-2010	GASCO	THE GAS COMPANY	Issued	296	C			
Invoice Description:071 321 3500 0									

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
5000/0810	1-5-5200-514	UTILITIES - GAS							14.79
Invoice Total :									14.79
Check # 41180 Total :									14.79
41181	12-Aug-2010	HALLIWILLJ	HALLIWILL, JOHN	Issued	296	C			
Invoice Description:08/02, 08/09, 08/11 (2), 3 NO CHARGE									
081110	1-5-5510-550	BOARD OF DIRECTOR FEES							200.00
Invoice Total :									200.00
Check # 41181 Total :									200.00
41182	12-Aug-2010	HIGHLANDSP	HIGHLAND SPRINGS EXPRESS LUBE	Issued	296	C			
Invoice Description:UNIT 15									
10072900000001	1-5-5700-593	REPAIR VEHICLES AND TOOLS							38.01
Invoice Total :									38.01
Check # 41182 Total :									38.01
41183	12-Aug-2010	HOMEDEPOT	HOME DEPOT CREDIT SERVICES	Issued	296	C			
Invoice Description:6035322001298524									
8524/0810	1-5-5700-601	RECHARGE FAC, CANYON & POND MAINTENANCE							39.92
	1-5-5700-593	REPAIR VEHICLES AND TOOLS							83.50
	1-5-5635-582	MAINTENANCE/REPAIR - 815 E. 12TH STREET							30.45
	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							142.65
Invoice Total :									296.52
Check # 41183 Total :									296.52
41184	12-Aug-2010	IDEARCMEDI	SUPERMEDIA LLC	Issued	296	C			
Invoice Description:951-845-9581 DIRECTORY									
490015595808	1-5-5500-562	SUBSCRIPTIONS							51.50
Invoice Total :									51.50
Check # 41184 Total :									51.50
41185	12-Aug-2010	INLANDWATE	INLAND WATER WORKS	Issued	296	C			
223854	1-1-1310-180	INVENTORY							104.40
	1-1-1310-180	INVENTORY							72.00
	1-1-1310-180	INVENTORY							15.44
Invoice Total :									191.84
Invoice Description:TWO METER BOXES AND TWO LIDS									
224154	1-1-1310-180	INVENTORY							53.75
	1-1-1310-180	INVENTORY							27.00
	1-1-1310-180	INVENTORY							126.50
	1-1-1310-180	INVENTORY							18.13
Invoice Total :									225.38
Invoice Description:Blanket PO - Maximum monthly purchases on this PO not to exceed \$4,900. Authorized to purchase/rece									
224440	1-1-1310-180	INVENTORY							114.00
	1-1-1310-180	INVENTORY							575.00
	1-1-1310-180	INVENTORY							60.29
Invoice Total :									749.29
Check # 41185 Total :									1166.51

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
41186	12-Aug-2010	LUTHERSTRU	LUTHERS TRUCK & EQUIPMENT	Issued	296	C			
Invoice Description: DUMP TRUCK LIC#1243238									
29121	1-5-5700-594	LARGE EQUIPMENT MAINTENANCE							95.00
Invoice Total :									95.00
Check # 41186 Total :									95.00
41187	12-Aug-2010	MEDINAJON	MEDINA, JON	Issued	296	C			
Invoice Description: 2010 BOOT ALLOWANCE									
080310	1-5-5300-508	UNIFORMS, EMPLOYEE BENEFITS							119.59
Invoice Total :									119.59
Check # 41187 Total :									119.59
41188	12-Aug-2010	NAPAAUTOPA	NAPA AUTO PARTS	Issued	296	C			
Invoice Description: UNIT 6									
637543	1-5-5700-593	REPAIR VEHICLES AND TOOLS							10.86
Invoice Total :									10.86
Invoice Description: UNIT 5									
653582	1-5-5700-593	REPAIR VEHICLES AND TOOLS							28.78
Invoice Total :									28.78
Check # 41188 Total :									39.64
41189	12-Aug-2010	NOBELSYSTE	NOBEL SYSTEMS	Issued	296	C			
Invoice Description: ANNUAL MAINT 08/2010 TO 07/2011									
11210	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							3000.00
Invoice Total :									3000.00
Check # 41189 Total :									3000.00
41190	12-Aug-2010	OCBREPROGR	OCB REPROGRAPHICS	Issued	296	C			
5821735	2-1-0304-703	MATERIAL							20.39
Invoice Total :									20.39
Check # 41190 Total :									20.39
41191	12-Aug-2010	ONLINE INF	ONLINE INFORMATION SERVICES	Issued	296	C			
Invoice Description: 187 CC REPORTS									
268779	1-5-5500-562	SUBSCRIPTIONS							534.90
Invoice Total :									534.90
Check # 41191 Total :									534.90
41192	12-Aug-2010	PACIFICALA	PACIFIC ALARM	Issued	296	C			
Invoice Description: 560 MAGNOLIA AVE									
R 95135	1-5-5500-557	OFFICE MAINTENANCE							202.00
Invoice Total :									202.00
Check # 41192 Total :									202.00
41193	12-Aug-2010	PARSONS	PARSONS WATER & INFRASTRUCTURE INC.	Issued	296	C			
Invoice Description: 05/29/10 TO 06/25/10									
10070130	1-5-5820-611	GENERAL ENGINEERING							1797.50

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
	2-1-0006-705	ENGINEERING							6800.00
	1-5-5820-611	GENERAL ENGINEERING							680.00
	2-1-0809-705	ENGINEERING							4710.00
	2-1-0813-705	ENGINEERING							10236.40
	2-1-0810-705	ENGINEERING							1732.50
		Invoice Total :							25956.40
		Check # 41193 Total :							25956.40
41194	12-Aug-2010	PRESTIGEMO PRESTIGE MOBILE DETAIL	Issued	296	C				
		Invoice Description: UNITS 10, 22, 5, 7, 8, 19, 21, 18, 12, 15, 13, 9, 6, 11, 3, 2, 16, 15, 4, 1, 20							
080910	1-5-5700-596	AUTO/EQUIPMENT OPERATION							352.00
		Invoice Total :							352.00
		Check # 41194 Total :							352.00
41195	12-Aug-2010	REDWINE REDWINE AND SHERRILL	Issued	296	C				
		Invoice Description: JULY							
710001	1-5-5810-611	GENERAL LEGAL	MISC	03					1800.00
	1-5-5810-611	GENERAL LEGAL	MISC	03					5417.99
	2-1-0911-705	Water Rate & Fee Study (2009)	MISC	03					2236.00
	2-1-0813-700	GENERAL	MISC	03					90.00
		Invoice Total :							9543.99
		Check # 41195 Total :							9543.99
41196	12-Aug-2010	SCANLANKAR KARL SCANLAN COMPANY INC.	Issued	296	C				
		Invoice Description: RETENTION							
3	2-1-0813-704	CONTRACT							43886.75
		Invoice Total :							43886.75
		Check # 41196 Total :							43886.75
41197	12-Aug-2010	STAPLES STAPLES ADVANTAGE	Issued	296	C				
		Invoice Description: 3139995311							
8016117870	1-5-5500-555	OFFICE SUPPLIES							139.41
		Invoice Total :							139.41
		Check # 41197 Total :							139.41
41199	12-Aug-2010	STMP000997 HINNIWINKEL, JANETH	Issued	296	C				
		Invoice Description: Refund on account 097-0670-001.							
UBREFAUG0310	1-1-1230-172	ACCOUNTS RECEIVABLE IRRIGATION							427.66
	1-1-1230-172	ACCOUNTS RECEIVABLE IRRIGATION							231.50
	1-1-1230-172	ACCOUNTS RECEIVABLE IRRIGATION							175.94
		Invoice Total :							835.10
		Check # 41199 Total :							835.10
41200	12-Aug-2010	STMP000998 LAYNE CHRISTENSEN CO.	Issued	296	C				
		Invoice Description: Refund on account 098-8504-007.							
		Invoice Total :							0.00
		Check # 41200 Total :							620.36
41201	12-Aug-2010	STMP000999 LAYNE CHRISTENSEN CO.	Issued	296	C				

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Description:Refund on account 098-9504-009.									
Invoice Total :									0.00
Check # 41201 Total :									473.23
41202	12-Aug-2010	STMP001000	PASS DEVELOPERS INC	Issued		296	C		
Invoice Description:Refund on account 098-9304-010.									
Invoice Total :									0.00
Check # 41202 Total :									687.87
41203	12-Aug-2010	STMP001001	RSH CONSTRUCTION	Issued		296	C		
Invoice Description:Refund on account 098-2604-011.									
Invoice Total :									0.00
Check # 41203 Total :									769.41
41204	12-Aug-2010	STMP001002	MATICH CORP	Issued		296	C		
Invoice Description:Refund on account 098-0511-008.									
Invoice Total :									0.00
Check # 41204 Total :									392.64
41205	12-Aug-2010	STMP001003	STATER BROS MARKET #5086 EXPENSE PAY	Issued		296	C		
Invoice Description:Refund on account 001-4502-000.									
Invoice Total :									0.00
Check # 41205 Total :									2512.21
41206	12-Aug-2010	STMP001004	STATER BROS MARKET #86 EXPENSE PAYAE	Issued		296	C		
Invoice Description:Refund on account 001-4501-000.									
Invoice Total :									0.00
Check # 41206 Total :									2512.21
41207	12-Aug-2010	STMP001005	REAL HOME SERVICE & SOLUTIONS	Issued		296	C		
Invoice Description:Refund on account 033-1102-001.									
Invoice Total :									0.00
Check # 41207 Total :									310.49
41208	12-Aug-2010	STMP001006	KONDAUR CAPITAL CORPORATION	Issued		296	C		
Invoice Description:Refund on account 085-0812-002.									
Invoice Total :									0.00
Check # 41208 Total :									100.68
41209	12-Aug-2010	STMP001007	CORPORATION KONDAUR CAPITAL	Issued		296	C		
Invoice Description:Refund on account 073-0088-003.									
Invoice Total :									0.00
Check # 41209 Total :									67.57
41210	12-Aug-2010	STMP001008	HACKLER, JAY	Issued		296	C		

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	
Invoice #		Account No.		Account Description			1099 Type	1099 Box	Amount
Invoice Description:Refund on account 039-3525-000.									
Invoice Total :									0.00
Check # 41210 Total :									2000.00
41211	12-Aug-2010	TERMINIX	TERMINIX		Issued		296	C	
Invoice Description:560 MAGNOLIA AVE									
297155759		1-5-5610-582		MAINTENANCE - 560 MAGNOLIA AVE					49.00
Invoice Total :									49.00
Check # 41211 Total :									49.00
41212	12-Aug-2010	TOMLARA	TOM LARA		Issued		296	C	
Invoice Description:REC FAC AUGUST									
1976		1-5-5700-598		LANDSCAPE MAINTENANCE		MISC	03		500.00
Invoice Total :									500.00
Invoice Description:AUGUST DISTRICT YARDS & OFFICES									
1977		1-5-5700-598		LANDSCAPE MAINTENANCE		MISC	03		3100.00
		1-5-5700-598		LANDSCAPE MAINTENANCE		MISC	03		350.00
Invoice Total :									3450.00
Check # 41212 Total :									3950.00
41213	12-Aug-2010	UNDERGROUN	UNDERGROUND SERVICE ALERT		Issued		296	C	
Invoice Description:67 TICKETS									
720100044		1-5-5300-531		LINE LOCATES					100.50
Invoice Total :									100.50
Check # 41213 Total :									100.50
41214	12-Aug-2010	VERIZON	VERIZON		Issued		296	C	
Invoice Description:01 2569 1126235360 10									
0159/0810		1-5-5610-580		TELEPHONE - 560 MAGNOLIA AVE					152.02
Invoice Total :									152.02
Invoice Description:01 2569 1126539555 09									
1549/0810		1-5-5635-580		TELEPHONE - 815 E. 12TH STREET					74.13
Invoice Total :									74.13
Invoice Description:1144739781									
9781/0810		1-5-5610-580		TELEPHONE - 560 MAGNOLIA AVE					119.99
Invoice Total :									119.99
Check # 41214 Total :									346.14
41215	12-Aug-2010	WASTEMANAG	WASTE MANAGEMENT		Issued		296	C	
Invoice Description:12TH & PALM									
0522897-2371-1		1-5-5635-581		SANITATION - 815 E. 12TH STREET					238.25
Invoice Total :									238.25
Check # 41215 Total :									238.25
41216	12-Aug-2010	WASTEMANAG	WASTE MANAGEMENT		Issued		296	C	
Invoice Description:560 MAGNOLIA									
0522898-2371-9		1-5-5610-581		SANITATION - 560 MAGNOLIA AVE					119.40

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Total :									119.40
Check # 41216 Total :									119.40
41217	12-Aug-2010	WELLSFARGO	WELLS FARGO REMITTANCE CENTER	Issued	296	C			
Invoice Description:5569 1910 0000 8028 AWWA WORKSHOP & OFFICE HC HAND RAILS									
8028/0810	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							867.82
	1-5-5500-518	SEMINAR & TRAVEL EXPENSES							710.00
Invoice Total :									1577.82
Check # 41217 Total :									1577.82
41218	12-Aug-2010	WOLLR000	WOLL, RYAN	Issued	296	C			
Invoice Description:08/11 -\$20.00									
081110	1-5-5510-550	BOARD OF DIRECTOR FEES							180.00
Invoice Total :									180.00
Check # 41218 Total :									180.00
41219	12-Aug-2010	XEROX	XEROX CORPORATION	Issued	296	C			
Invoice Description:(JULY) XEROX COPY MACHINE									
049508985	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							1128.81
Invoice Total :									1128.81
Check # 41219 Total :									1128.81
41220	12-Aug-2010	Z&LPAVING	Z&L PAVING	Issued	296	C			
Invoice Description:RETRO FITS									
2415	1-5-5300-534	MAINT METERS & SERVICES	MISC	03					9708.68
Invoice Total :									9708.68
Check # 41220 Total :									9708.68
41221	12-Aug-2010	STELLAPARK	PARKS, STELLA	Issued	297	C			
Invoice Description:7/19, 7/20, 8/02, 8/05, 8/09, 8/11 2 NO CHARGE									
081110	1-5-5510-550	BOARD OF DIRECTOR FEES							800.00
Invoice Total :									800.00
Check # 41221 Total :									800.00
41222	19-Aug-2010	CSDA	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Issued	300	C			
Invoice Description:2009/10 ADMIN SALARY SURVEY									
081810	1-5-5500-562	SUBSCRIPTIONS							112.66
Invoice Total :									112.66
Check # 41222 Total :									112.66
41223	26-Aug-2010	AIR&HOSESO	AIR & HOSE SOURCE INC.	Issued	303	C			
Invoice Description:CAT DOZER									
02-15872	1-5-5700-594	LARGE EQUIPMENT MAINTENANCE							53.29
Invoice Total :									53.29
Check # 41223 Total :									53.29
41224	26-Aug-2010	AJILONFINA	AJILON PROFESSIONAL STAFFING LLC	Issued	303	C			

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Description: 8/2/10 - 8/8/10 CONTROLLER POSITION									
T001181304	1-5-5500-553	TEMPORARY LABOR							2673.30
Invoice Total :									2673.30
Invoice Description: 8/9/10 - 8/15/10 CONTROLLER POSITION									
T001183797	1-5-5500-553	TEMPORARY LABOR							2673.30
Invoice Total :									2673.30
Check # 41224 Total :									5346.60
41225	26-Aug-2010	ALLPURPOSE	ALL PURPOSE RENTALS		Issued		303	C	
Invoice Description: 500 GAL WATER TRAILER									
4583	1-5-5700-601	RECHARGE FAC, CANYON & POND MAINTENANCE							60.50
Invoice Total :									60.50
Check # 41225 Total :									60.50
41226	26-Aug-2010	ALSCO	ALSCO		Issued		303	C	
Invoice Description: 815 E. 12TH ST									
LYUM390686	1-5-5635-582	MAINTENANCE/REPAIR - 815 E. 12TH STREET							28.35
Invoice Total :									28.35
Invoice Description: 560 MAGNOLIA AVE									
LYUM390687	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							26.25
Invoice Total :									26.25
Check # 41226 Total :									54.60
41227	26-Aug-2010	AMERICANOF	AMERICAN OFFICE SOLUTION		Issued		303	C	
Invoice Description: BLANCA & AMELIA BUSS. CARDS									
081110	1-5-5500-555	OFFICE SUPPLIES							97.88
Invoice Total :									97.88
Check # 41227 Total :									97.88
41228	26-Aug-2010	ARAMARK	ARAMARK REFRESHMENT SERVICES		Issued		303	C	
Invoice Description: SUPPLIES									
1129888	1-5-5500-555	OFFICE SUPPLIES							105.18
Invoice Total :									105.18
Check # 41228 Total :									105.18
41229	26-Aug-2010	AVAYA	AVAYA INC		Issued		303	C	
Invoice Description: 07/27/10 TO 08/26/10 PHONES									
2730302092	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							132.41
Invoice Total :									132.41
Check # 41229 Total :									132.41
41230	26-Aug-2010	B ACE HOME	BEAUMONT DO IT BEST HOME CENTER		Issued		303	C	
Invoice Description: CAT LOADER RADIATOR BLOW GUN									
322071	1-5-5700-595	EQUIP. PREVENTATIVE MAINTENANCE							6.82
Invoice Total :									6.82
Invoice Description: BUSD									
322284	1-5-1001-703	BHS Athletic Complex - Abandon svc line							57.94

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Description:WELL 6									57.94
322314	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							40.36
Invoice Total :									40.36
Invoice Description:SUPPLIES									13.03
322432	1-5-5700-593	REPAIR VEHICLES AND TOOLS							13.03
Invoice Total :									13.03
Invoice Description:BUSD									20.86
322744	3-1-1001-703	BHS Athletic Complex - Abandon svc line							20.86
Invoice Total :									20.86
Invoice Description:WELL 21									1.73
322800	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							1.73
Invoice Total :									1.73
Check # 41230 Total :									140.74
41231	26-Aug-2010	BASICCHEMI	BASIC CHEMICAL SOLUTIONS LLC	Issued			303	C	
Invoice Description:WELL 26									1980.41
SI5767220	1-5-5200-511	TREATMENT & CHEMICALS							1980.41
Invoice Total :									1980.41
Invoice Description:WELL 23									1827.40
SI5767221	1-5-5200-511	TREATMENT & CHEMICALS							1827.40
Invoice Total :									1827.40
Invoice Description:WELL 25									3106.25
SI5767222	1-5-5200-511	TREATMENT & CHEMICALS							3106.25
Invoice Total :									3106.25
Check # 41231 Total :									6914.06
41232	26-Aug-2010	BIGTIMEDES	BIG TIME DESIGN	Issued			303	C	
Invoice Description:New Uniforms for Customer Service									120.00
1	1-5-5400-508	UNIFORMS, EMPLOYEE BENEFITS							140.00
	1-5-5400-508	UNIFORMS, EMPLOYEE BENEFITS							160.00
	1-5-5400-508	UNIFORMS, EMPLOYEE BENEFITS							36.75
Invoice Total :									456.75
Invoice Description:Uniforms for production									39.00
2	1-5-5200-508	UNIFORMS, EMPLOYEE BENEFITS							60.00
	1-5-5200-508	UNIFORMS, EMPLOYEE BENEFITS							108.00
	1-5-5200-508	UNIFORMS, EMPLOYEE BENEFITS							200.00
	1-5-5200-508	UNIFORMS, EMPLOYEE BENEFITS							35.61
Invoice Total :									442.61
Invoice Description:Uniforms for the Field CREW									390.00
3	1-5-5300-508	UNIFORMS, EMPLOYEE BENEFITS							128.00
	1-5-5300-508	UNIFORMS, EMPLOYEE BENEFITS							80.00
	1-5-5300-508	UNIFORMS, EMPLOYEE BENEFITS							36.00
	1-5-5300-508	UNIFORMS, EMPLOYEE BENEFITS							780.00

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
	1-5-5300-508	UNIFORMS, EMPLOYEE BENEFITS							123.73
		Invoice Total :							1537.73
		Check # 41232 Total :							2437.09
41233	26-Aug-2010	BRIANSLIVE	BRIAN'S LIVE BEE REMOVAL	Issued		303	C		
		Invoice Description: CANYON BEE REMOVAL							
0810-214	1-5-5700-601	RECHARGE FAC, CANYON & POND MAINTENANCE							135.00
		Invoice Total :							135.00
		Check # 41233 Total :							135.00
41234	26-Aug-2010	BTIRE	BEAUMONT TIRE	Issued		303	C		
		Invoice Description: UNIT 20							
2655	1-5-5700-593	REPAIR VEHICLES AND TOOLS							20.00
		Invoice Total :							20.00
		Invoice Description: UNIT 1 TIRES							
2667	1-5-5700-596	AUTO/EQUIPMENT OPERATION							611.37
		Invoice Total :							611.37
		Check # 41234 Total :							631.37
41235	26-Aug-2010	CITYOFRANC	CITY OF RANCHO CUCAMONGA	Issued		303	C		
		Invoice Description: TAX SEMINAR							
091610	1-5-5500-518	SEMINAR & TRAVEL EXPENSES							42.00
		Invoice Total :							42.00
		Check # 41235 Total :							42.00
41236	26-Aug-2010	CLEANBYDES	CLEAN BY DESIGN INC.	Issued		303	C		
		Invoice Description: 560 MAGNOLIA & 12TH PALM							
3133	1-5-5500-557	OFFICE MAINTENANCE							875.00
	1-5-5635-582	MAINTENANCE/REPAIR - 815 E. 12TH STREET							235.00
		Invoice Total :							1110.00
		Check # 41236 Total :							1110.00
41237	26-Aug-2010	CROWLEYCOM	CROWLEY COMPANY INC.	Issued		303	C		
		Invoice Description: parts for chlorine maintenance for wells 23,24,25,26,29							
15500	1-1-1112-115	WATER TREATMENT EQUIPMENT							1521.00
	1-1-1112-115	WATER TREATMENT EQUIPMENT							96.00
	1-1-1112-115	WATER TREATMENT EQUIPMENT							816.00
	1-1-1112-115	WATER TREATMENT EQUIPMENT							409.00
	1-1-1112-115	WATER TREATMENT EQUIPMENT							120.00
	1-1-1112-115	WATER TREATMENT EQUIPMENT							100.00
	1-1-1112-115	WATER TREATMENT EQUIPMENT							49.32
	1-1-1112-115	WATER TREATMENT EQUIPMENT							267.93
		Invoice Total :							3379.25
		Check # 41237 Total :							3379.25
41238	26-Aug-2010	CVAUTO	CHERRY VALLEY AUTOMOTIVE	Issued		303	C		
		Invoice Description: UNIT 1 SERVICE REAR DIFFERENTIAL							
19996	1-5-5700-596	AUTO/EQUIPMENT OPERATION							150.36

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Total :									150.36
Check # 41238 Total :									150.36
41239	26-Aug-2010	CVNURSERY	CHERRY VALLEY NURSERY	Issued	303	C			
Invoice Description:OAK VIEW AIR VAC SOD REPLACEMENT									
11844	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT							14.67
Invoice Total :									14.67
Check # 41239 Total :									14.67
41240	26-Aug-2010	EDISON	SOUTHERN CALIFORNIA EDISON	Issued	303	C			
Invoice Description:2-29-011-0410									
0410/0810	1-5-5200-515	UTILITIES - ELECTRIC							31.74
Invoice Total :									31.74
Invoice Description:2-02-838-1192									
1192/0810	1-5-5200-515	UTILITIES - ELECTRIC							87.30
Invoice Total :									87.30
Invoice Description:2-30-136-2661									
2661/0810	1-5-5200-515	UTILITIES - ELECTRIC							22124.43
Invoice Total :									22124.43
Invoice Description:2-32-677-3264									
3264/0810	1-5-5200-515	UTILITIES - ELECTRIC							28.68
Invoice Total :									28.68
Invoice Description:2-02-599-3296									
3296/0810	1-5-5200-515	UTILITIES - ELECTRIC							624.73
Invoice Total :									624.73
Invoice Description:2-28-548-3756									
3756/0810	1-5-5635-515	ELECTRIC - 815 E. 12TH STREET							685.68
Invoice Total :									685.68
Invoice Description:2-04-003-3854									
3854/0810	1-5-5200-515	UTILITIES - ELECTRIC							2305.44
Invoice Total :									2305.44
Invoice Description:2-19-388-4988									
4988/0810	1-5-5200-515	UTILITIES - ELECTRIC							57.51
Invoice Total :									57.51
Invoice Description:2-13-846-5000									
5000/0810	1-5-5620-515	ELECTRIC - 13695 OAK GLEN ROAD							70.37
Invoice Total :									70.37
Invoice Description:2-24-794-5108									
5108/0810	1-5-5200-515	UTILITIES - ELECTRIC							21.11
Invoice Total :									21.11
Invoice Description:2-13-678-7348									
7348/0810	1-5-5615-515	ELECTRIC - 12303 OAK GLEN ROAD							193.49
Invoice Total :									193.49
Invoice Description:2-13-772-8200									



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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
8200/0810	1-5-5625-515	ELECTRIC - 13697 OAK GLEN ROAD							151.55
Invoice Total :									151.55
Invoice Description:2-28-585-8734									
8734/0810	1-5-5610-515	ELECTRIC - 560 MAGNOLIA AVE							2295.54
Invoice Total :									2295.54
Invoice Description:2-04-095-8803									
8803/0810	1-5-5200-515	UTILITIES - ELECTRIC							32.41
Invoice Total :									32.41
Check # 41240 Total :									28709.98
41241	26-Aug-2010	EDISON	SOUTHERN CALIFORNIA EDISON	Issued			303	C	
Invoice Description:2-26-082-9270									
9270/0810	1-5-5200-515	UTILITIES - ELECTRIC							32319.74
Invoice Total :									32319.74
Check # 41241 Total :									32319.74
41242	26-Aug-2010	ESBABCOCK	ES BABCOCK	Issued			303	C	
Invoice Description:15 SAMPLES EDGAR, CHERRY TANK									
AH00445-0034	1-5-5200-512	LAB TESTING							600.00
Invoice Total :									600.00
Invoice Description:WELL 21 & 6									
AH00447-0034	1-5-5200-512	LAB TESTING							80.00
Invoice Total :									80.00
Invoice Description:9 SAMPLES									
AH01148-0034	1-5-5200-512	LAB TESTING							360.00
Invoice Total :									360.00
Invoice Description:WELLS 12 & 4									
AH01149-0034	1-5-5200-512	LAB TESTING							80.00
Invoice Total :									80.00
Invoice Description:WELLS 25, 26, 29									
AH01941-0034	1-5-5200-512	LAB TESTING							165.00
Invoice Total :									165.00
Invoice Description:10 ROUTINE SAMPLES									
AH02048-0034	1-5-5200-512	LAB TESTING							400.00
Invoice Total :									400.00
Invoice Description:1 SAMPLE									
AH02049-0034	1-5-5200-512	LAB TESTING							40.00
Invoice Total :									40.00
Invoice Description:HANNON & TAYLOR TANK									
AH02050-0034	1-5-5200-512	LAB TESTING							80.00
Invoice Total :									80.00
Check # 41242 Total :									1805.00
41243	26-Aug-2010	FEDEX	FEDEX	Issued			303	C	
Invoice Description:RIVERSIDE GRAND JURY									

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Seq : Check No. Status : All

Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
7-189-36742	1-5-5500-561	POSTAGE							31.65
Invoice Description: CA DEPT OF WATER RESOURCE									
7-197-42915	1-5-5500-561	POSTAGE							22.64
Invoice Total :									22.64
Check # 41243 Total :									54.29
41244	26-Aug-2010	FREEMANOFF FREEMAN OFFICE PRODUCTS	Issued	303	C				
Invoice Description: DESK CHAIR & SUPPLIES									
443829-0	1-5-5500-555	OFFICE SUPPLIES							332.95
Invoice Total :									332.95
Invoice Description: HP BILLING PRINTER COLOR CARTRIDGE DRUMS									
444554-0	1-5-5500-555	OFFICE SUPPLIES							1120.10
Invoice Total :									1120.10
Check # 41244 Total :									1453.05
41245	26-Aug-2010	HASLER TOTALFUNDS BY HASLER	Issued	303	C				
Invoice Description: POSTAGE									
2379/0810	1-5-5500-561	POSTAGE							1000.00
Invoice Total :									1000.00
Check # 41245 Total :									1000.00
41246	26-Aug-2010	HUDECS HUDEC'S COMPUTER CONSULTING	Issued	303	C				
Invoice Description: NEW COMP/SOFTWARE & SEPT MAINT									
19278A	1-5-5500-578	IT SUPPORT/SOFTWARE SUPPORT							4161.50
	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS		MISC	03				754.73
Invoice Total :									4916.23
Check # 41246 Total :									4916.23
41247	26-Aug-2010	INLANDWATE INLAND WATER WORKS	Issued	303	C				
Invoice Description: Blanket PO - Maximum monthly purchases on this PO not to exceed \$4,900. Authorized to purchase/rece									
224725	1-1-1310-180	INVENTORY							123.50
	1-1-1310-180	INVENTORY							10.81
Invoice Total :									134.31
Invoice Description: 1000 5/8" HERSEY METERS									
224726	1-1-1310-180	INVENTORY							11100.00
	1-1-1310-180	INVENTORY							971.25
Invoice Total :									12071.25
Invoice Description: 37 meter boxes, copper, 3/4 lockwings, and a digging bar									
224912	1-1-1310-180	INVENTORY							100.00
	1-1-1310-180	INVENTORY							1782.00
	1-1-1310-180	INVENTORY							990.00
	1-5-5700-593	REPAIR VEHICLES AND TOOLS							98.00
	1-1-1310-180	INVENTORY							251.31
	1-5-5700-593	REPAIR VEHICLES AND TOOLS							8.58
Invoice Total :									3229.89
Invoice Description: 1000 5/8" HERSEY METERS									
224913	1-1-1310-180	INVENTORY							22053.19

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
	1-1-1310-180	INVENTORY							1929.65
		Invoice Description: Brookside job BUSD							
224914	1-1-1310-180	INVENTORY							1188.00
	1-1-1310-180	INVENTORY							103.95
		Invoice Total :							1291.95
		Invoice Description: Parts for Inventory							
225002	1-1-1310-180	INVENTORY							547.50
	1-1-1310-180	INVENTORY							506.25
	1-1-1310-180	INVENTORY							92.21
		Invoice Total :							1145.96
		Invoice Description: Parts for Inventory							
225004	1-1-1310-180	INVENTORY							115.80
	1-1-1310-180	INVENTORY							10.13
		Invoice Total :							125.93
		Invoice Description: Parts for Inventory							
225110	1-1-1310-180	INVENTORY							868.70
	1-1-1310-180	INVENTORY							148.50
	1-1-1310-180	INVENTORY							3700.00
	1-1-1310-180	INVENTORY							72.00
	1-1-1310-180	INVENTORY							419.05
		Invoice Total :							5208.25
		Check # 41247 Total :							46988.04
41248	26-Aug-2010	LUTHERSTRU	LUTHERS TRUCK & EQUIPMENT	Issued			303	C	
		Invoice Description: UNIT 8 A/C & TRANS COOLER							
29120	1-5-5700-594	LARGE EQUIPMENT MAINTENANCE							1043.45
		Invoice Total :							1043.45
		Invoice Description: JOHN DEERE BACK HOE TIRES							
29144	1-5-5700-594	LARGE EQUIPMENT MAINTENANCE							778.06
		Invoice Total :							778.06
		Check # 41248 Total :							1821.51
41249	26-Aug-2010	MACROCOMML	MACRO COMMUNICATIONS	Issued			303	C	
		Invoice Description: JULY 2010 WEB HOSTING							
5395	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							150.00
		Invoice Total :							150.00
		Check # 41249 Total :							150.00
41250	26-Aug-2010	MATICH	MATICH CORP	Issued			303	C	
		Invoice Description: Temp for our shop 12.5 Tons and 12.5 tons for brookside job BUSD							
148621	3-1-1001-703	BHS Athletic Complex - Abandon svc line							875.52
	3-1-1001-703	BHS Athletic Complex - Abandon svc line							69.43
	3-1-1001-703	BHS Athletic Complex - Abandon svc line							76.61
		Invoice Total :							1021.56
		Invoice Description: TEMP FOR THE SHOP KNUTE HAD ME USE THIS GL 311001703 AND WOULD SPLIT IT LATER							
148621-A	1-5-5300-534	MAINT METERS & SERVICES							875.52
	1-5-5300-534	MAINT METERS & SERVICES							69.43

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
	1-5-5300-534	MAINT METERS & SERVICES							76.61
		Invoice Total :							1021.56
		Check # 41250 Total :							2043.12
41251	26-Aug-2010	METROCALL	USA MOBILITY WIRELESS INC.	Issued	303	C			
		Invoice Description: FIELD PAGERS							
T0152081H	1-5-5610-580	TELEPHONE - 560 MAGNOLIA AVE							25.69
		Invoice Total :							25.69
		Check # 41251 Total :							25.69
41252	26-Aug-2010	NAPAAUTOPA	NAPA AUTO PARTS	Issued	303	C			
		Invoice Description: CAT LOADER							
653832	1-5-5700-594	LARGE EQUIPMENT MAINTENANCE							25.52
		Invoice Total :							25.52
		Invoice Description: WELL 26 FAN BELT							
655339	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							9.23
		Invoice Total :							9.23
		Invoice Description: WELL 21 DIESEL SPILL							
655712	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							7.60
		Invoice Total :							7.60
		Invoice Description: WELL 5, NOBLE							
656061	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							65.14
		Invoice Total :							65.14
		Invoice Description: OIL							
656324	1-5-5700-594	LARGE EQUIPMENT MAINTENANCE							43.49
		Invoice Total :							43.49
		Invoice Description: 12TH & PALM							
656379	1-5-5300-536	MAINTENANCE RESERVOIRS/TANKS							57.29
		Invoice Total :							57.29
		Check # 41252 Total :							208.27
41253	26-Aug-2010	NINOS	NINO'S	Issued	303	C			
		Invoice Description: 05/04/10 TO 08/20/10							
206014	1-5-5700-589	AUTO/FUEL							5277.58
		Invoice Total :							5277.58
		Check # 41253 Total :							5277.58
41254	26-Aug-2010	PATSPOTS	PAT'S POTS	Issued	303	C			
		Invoice Description: 08/03/10-08/30/10 REC PONDS							
12122	1-5-5700-601	RECHARGE FAC, CANYON & POND MAINTENANCE	MISC	03					310.00
		Invoice Total :							310.00
		Check # 41254 Total :							310.00
41255	26-Aug-2010	PERFORMANC	PERFORMANCE METER INC	Issued	303	C			
		Invoice Description: BEAU UNIFIED SCHOOL DISTRICT							
0017657-IN	1-5-5300-534	MAINT METERS & SERVICES							200.00

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Total :									200.00
Check # 41255 Total :									200.00
41256	26-Aug-2010	PITNEYBOW	EASYPERMIT POSTAGE	Issued	303	C			
Invoice Description:07/19-08/13 8000909005434290									
4290/0810	1-5-5500-561	POSTAGE							2701.39
Invoice Total :									2701.39
Check # 41256 Total :									2701.39
41257	26-Aug-2010	PRESSENTER	PRESS ENTERPRISE	Issued	303	C			
Invoice Description:SURPLUS EQUIP AD									
4213297	1-5-5500-563	MISCELLANEOUS OPERATING SUPPLIES							298.80
Invoice Total :									298.80
Check # 41257 Total :									298.80
41258	26-Aug-2010	PRESTIGEMO	PRESTIGE MOBILE DETAIL	Issued	303	C			
Invoice Description:UNITS 2, 16, 20, 4, 15									
081610	1-5-5700-596	AUTO/EQUIPMENT OPERATION							80.00
Invoice Total :									80.00
Invoice Description:10, 22, 6, 5, 8, 18, 19, 12, 7, 11, 13, 15, 3, 9, 2, 16, 20, 4, 15, 14									
082310	1-5-5700-596	AUTO/EQUIPMENT OPERATION							336.00
Invoice Total :									336.00
Check # 41258 Total :									416.00
41259	26-Aug-2010	RAINFORREN	RAIN FOR RENT	Issued	303	C			
Invoice Description:WELL 21									
036028624	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							3266.50
Invoice Total :									3266.50
Check # 41259 Total :									3266.50
41260	26-Aug-2010	RIOSTONE	RIO STONE BUILDING MATERIALS	Issued	303	C			
Invoice Description:Cart a yard for brookside job to abandon main for BUSD									
10060	3-1-1001-703	BHS Athletic Complex - Abandon svc line							140.00
	3-1-1001-703	BHS Athletic Complex - Abandon svc line							12.25
Invoice Total :									152.25
Check # 41260 Total :									152.25
41261	26-Aug-2010	ROBERTSONS	ROBERTSON'S	Issued	303	C			
Invoice Description:25 TON FOR BROOKSIDE JOB PRICE PER KNUTE									
613895	3-1-1001-703	BHS Athletic Complex - Abandon svc line							67.15
	3-1-1001-703	BHS Athletic Complex - Abandon svc line							98.04
	3-1-1001-703	BHS Athletic Complex - Abandon svc line							4.00
	3-1-1001-703	BHS Athletic Complex - Abandon svc line							6.23
Invoice Total :									175.42
Check # 41261 Total :									175.42
41262	26-Aug-2010	ROSSK000	ROSS, KEN	Issued	303	C			

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Bank Code	Bank Name	Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	Amount
Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Description: 08/05, 08/11 -100.00									
082310	1-5-5510-550	BOARD OF DIRECTOR FEES							300.00
Invoice Total :									300.00
Check # 41262 Total :									300.00
41263	26-Aug-2010	SGPWA	SAN GORGONIO PASS WATER AGENCY	Issued		303	C		
Invoice Description: 922 AF @ \$317.00									
2010-07	1-5-5200-620	STATE PROJECT WATER PURCHASED							292274.00
Invoice Total :									292274.00
Check # 41263 Total :									292274.00
41264	26-Aug-2010	STANDARDPA	STANDARD PACIFIC CORP	Issued		303	C		
Invoice Description: TRACT 31462-10 COMPLETE									
25767	1-2-2011-210	DEFERRED REVENUE							39463.18
Invoice Total :									39463.18
Check # 41264 Total :									39463.18
41265	26-Aug-2010	STAPLES	STAPLES ADVANTAGE	Issued		303	C		
Invoice Description: SUPPLIES									
8016189065	1-5-5500-555	OFFICE SUPPLIES							217.11
Invoice Total :									217.11
Invoice Description: SUPPLIES									
8016243368	1-5-5500-555	OFFICE SUPPLIES							298.88
Invoice Total :									298.88
Check # 41265 Total :									515.99
41266	26-Aug-2010	STMP001009	SCHWENSON, ROBIN	Issued		303	C		
Invoice Description: Refund on account 072-0542-006.									
Invoice Total :									0.00
Check # 41266 Total :									41.83
41267	26-Aug-2010	TERMINIX	TERMINIX	Issued		303	C		
Invoice Description: QTRLY 12303 OAK GLEN RD									
297688817	1-5-5615-582	MAINTENANCE/REPAIR - 12303 OAK GLEN ROAD							98.00
Invoice Total :									98.00
Check # 41267 Total :									98.00
41268	26-Aug-2010	VERIZON	VERIZON	Issued		303	C		
Invoice Description: 012569111921813706									
8254/0810	1-5-5610-580	TELEPHONE - 560 MAGNOLIA AVE							179.77
Invoice Total :									179.77
Check # 41268 Total :									179.77
41269	26-Aug-2010	VERIZONCRE	VERIZON CREDIT INC.	Issued		303	C		
Invoice Description: ROUTERS 560 MAGNOLIA									
526392	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							139.29

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Bank Code	Bank Name		Check #	Check Date	Vendor Code	Vendor Name	Status	Batch	Medium	
Invoice #	Account No.		Account Description					1099 Type	1099 Box	Amount
Invoice Total :										139.29
Check # 41269 Total :										139.29
41270	26-Aug-2010	VERIZONWIR	VERIZON WIRELESS			Issued		303	C	
Invoice Description:470967799-00001										
0894969004		1-5-5610-580	TELEPHONE - 560 MAGNOLIA AVE							392.86
Invoice Total :										392.86
Check # 41270 Total :										392.86
41271	26-Aug-2010	WASTE MANA	RIVERSIDE COUNTY WASTE MANAGEMENT			Issued		303	C	
Invoice Description:ACCT 339 JULY										
201007000339		1-5-5700-598	LANDSCAPE MAINTENANCE							4.75
Invoice Total :										4.75
Check # 41271 Total :										4.75
Total Computer Paid :		817,438.71		Total EFT - PAP Paid :		0.00		Total Paid :		817,438.71
Total Manually Paid :		0.00		Total EFT - File Paid :		0.00				

Memorandum

Date: September 2, 2010
From: Anthony Lara, Interim General Manager
To: Finance and Audit Committee
Subject: Invoices Pending Payment

Attached please find copies of the professional services invoices which are pending payment. Total amount pending approval is \$ 53, 954.58

Vendor Name	Invoice No.	Amount
Redwine & Sherrill	810001	\$7,309.16
Parsons	10060137	\$46,645.42

\$53,954.58

Recommendation: That the Finance and Audit Committee recommends approval of the attached invoices totaling \$53, 954.58

LAW OFFICES
REDWINE AND SHERRILL
STATEMENT FOR PROFESSIONAL SERVICES

1950 MARKET STREET
RIVERSIDE, CALIFORNIA 92501-1720
TELEPHONE 951-684-2520
ID # 95-1979827

August 30, 2010

Beaumont Cherry Valley Water District
ATTN: Tony Lara
P. O. Box 2037
Beaumont, CA 92223

For Services Rendered During August 2010

Invoice # 810001

Legal Fees due for Month	\$ 7,270.00
Costs Advanced for Month	\$ 39.16
CURRENT AMOUNT DUE	\$ 7,309.16

MEMORANDUM

August 3, 2010

TO: Tony Lara, Interim General Manager
FROM: Steve Gratwick
SUBJECT: Work During Billing Period: 6/26/10 through 7/30/10
Invoice No. 10080062

During this past billing period we performed the following tasks:

Task 01000 – General:

- Administration.....\$540.00
- ODCs (Postage, Reproduction, & Travel).....\$19.80

Task 89000 – Master Plan Update:

- Update demands and hydraulic model for 2650/2520/2370 Pressure Zones.....\$2,550.00
- Update demands and hydraulic model for 2750 Pressure Zone.....\$6,800.00
- Update demands and hydraulic model for 2850 Pressure Zone.....\$1,020.00
- Update demands and hydraulic model for 3040 Pressure Zone.....\$850.00

Task 96000 – Annexations:

- Review various properties for annexation.....\$510.00

Task 10003 – 2800 Recycled Water Tank:

- Reviewing Contractor's final change order and finalize project billing, and Notice of Completion.....\$3,230.00
- ODCs (Wayne Wheeler – Staking for V-ditch and access road).....\$2,495.00

Task 10018 – Ring Ranch Road Extension:

- Review and prepare final contractor's change order and final billing and Notice of Completion;.....\$4,362.50
- ODCs (Converse Consultants – On site soil technician & compaction testing, and laboratory testing).....\$8,485.80
- ODCs (Wayne Wheeler – Construction pipeline staking).....\$15,065.00
- ODCs (Postage, Reproduction, & Travel).....\$37.32

Task 10022 – Brookside Blvd Pipeline

- Meeting and prepare change order and final project billing;.....\$680.00

TOTAL \$46,645.42

PARSONS

100 West Walnut Street • Pasadena, California 91124 • (626) 440-2000 • Fax: (626) 440-2630 • www.parsons.com

I N V O I C E

NET 30 DAYS
AUGUST 03, 2010

CLIENT REF. : CONTRACT 8/31/81
INVOICE NO. : 10080062
PROJECT NO. : 723185-W
CLIENT NO. : 72192

TO: BEAUMONT-CHERRY VALLEY WATER DISTRICT
560 MAGNOLIA AVE.
BEAUMONT, CA

92223-2037

ATTN: MR. ANTHONY LARA, INTERIM GEN. MGR.

PLEASE REMIT TO:
PARSONS WATER & INFRASTRUCTURE
P. O. BOX 601094
PASADENA, CA

91189-1094

FOR: BEAUMONT-CHERRY VALLEY ENGINEER

BILLING PERIOD: 6/26/10 THROUGH 7/30/10

HOURS

CURRENT PERIOD
THROUGH 7/30/10

PROFESSIONAL SERVICES

Labor Costs:
ODCS without markup:

129.5

20,542.50
26,102.92

SUBTOTAL:

46,645.42

TOTAL THIS INVOICE:

46,645.42
=====



Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Unaudited
Through July 31, 2010

	Actual Current Month	Actual YTD	Adopted Budget	Budget Remaining	Percent to Budget
Operating revenues:					
Water consumption sales	438,993	1,996,564	4,329,564	2,333,000	46.11%
Water service charges	145,762	981,374	1,863,415	882,041	52.67%
Water importation surcharges	99,712	426,028	996,851	570,823	42.74%
Water pumping power surcharges	131,454	550,600	1,311,650	761,050	41.98%
Development and installation charges	8,743	134,619	160,000	25,381	84.14%
Other charges for services	19,053	233,654	259,000	25,346	90.21%
Total operating revenues	843,718	4,322,840	8,920,480	4,597,641	48.46%
Operating expenses:					
Source of supply	252,748	1,358,492	3,071,820	1,713,328	44.22%
Transmission and distribution	76,208	524,462	1,033,700	509,238	50.74%
Customer accounts	13,959	103,045	183,400	80,355	56.19%
Maintenance & general plant	24,653	183,415	393,400	209,985	46.62%
In-House engineering	8,837	63,330	112,012	48,682	56.54%
Professional services	12,198	133,134	290,000	156,866	45.91%
Administrative	136,230	1,023,273	2,376,269	1,352,996	43.06%
Total operating expenses	524,834	3,389,151	7,460,601	4,071,450	45.43%
Operating income before depreciation	318,884	933,688	1,459,879	526,191	63.96%
Depreciation	(168,779)	(1,181,455)	(2,025,351)	(843,896)	58.33%
Operating income(loss)	150,105	(247,766)	(565,472)	(317,706)	
Non-operating revenue(expense):					
Interest earnings	2,061	23,361	51,000	27,639	45.81%
Rental income	1,452	13,006	30,800	17,794	42.23%
Other non-operating revenues	2,253	20,812	15,000	(5,812)	138.74%
Total non-operating revenues, net	5,766	57,179	96,800	39,621	59.07%
Net income(loss) before capital contributions	155,871	(190,587)	(468,672)	(278,085)	
Capital contributions:					
Facilities charges	605,275	644,388	272,402	(371,986)	236.56%
Front footage fees		0	1,366	1,366	
Total capital contributions	605,275	644,388	273,768	(370,620)	
Change in net assets	761,146	453,801	(194,904)	(648,705)	

Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Detailed
Unaudited Through July 31, 2010

	<u>Current Month</u>	<u>Actual - YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>Percent to Budget</u>
HEALTH INSURANCE	376	2,536	4,000	1,464	63.40%
RETIREMENT/CALPERS	1,031	7,554	10,000	2,446	75.54%
LABOR	6,123	41,539	82,000	40,461	50.66%
BEREAVEMENT/SEMINAR/JURY DUTY	295	295	500	205	59.09%
SICK LEAVE	-	-	2,000	2,000	0.00%
VACATION	-	1,306	3,200	1,894	40.82%
HOLIDAY	591	1,650	3,200	1,550	51.58%
LIFE INSURANCE	30	203	312	109	65.16%
SEMINAR & TRAVEL EXPENSES	-	-	500	500	0.00%
EDUCATION EXPENSE	-	5,617	5,000	(617)	112.34%
WORKER'S COMPENSATION	391	2,628	1,300	(1,328)	202.13%
Total in-house engineering	8,837	63,330	112,012	48,682	56.54%
Professional services					
GENERAL LEGAL	10,958	86,675	125,000	38,325	69.34%
DEVELOPMENT - REIMB. LEGAL	-	-	1,000	1,000	0.00%
AUDIT	-	18,733	19,000	267	98.59%
ACCOUNTING (NON AUDIT)	-	-	10,000	10,000	0.00%
GENERAL ENGINEERING	761	26,290	120,000	93,710	21.91%
DEVELOPMENT - REIMB. ENGINEERING	479	1,436	5,000	3,564	28.72%
ENGINEERING - PERMITTING (REC WATER)	-	-	10,000	10,000	0.00%
Total professional services	12,198	133,134	290,000	156,866	45.91%
General and administrative					
HEALTH INSURANCE	13,742	82,102	152,000	69,898	54.01%
RETIREMENT/CALPERS	15,672	113,607	221,000	107,393	51.41%
LABOR	62,573	374,863	810,000	435,137	46.28%
BEREAVEMENT/SEMINAR/JURY DUTY	-	1,015	2,500	1,485	40.59%
SICK LEAVE	6,205	21,101	20,000	(1,101)	105.50%
VACATION	2,864	15,070	38,000	22,930	39.66%
HOLIDAYS	3,063	16,466	39,000	22,534	42.22%
LIFE INSURANCE	396	2,698	5,600	2,902	48.17%
SEMINAR & TRAVEL EXPENSES	-	105	5,500	5,395	1.91%
EDUCATION EXPENSES	165	420	1,000	580	42.00%
WORKER'S COMPENSATION INSURANCE	1,575	11,665	8,000	(3,665)	145.81%
UNEMPLOYMENT INSURANCE	-	3,438	14,000	10,562	24.56%
EMPLOYER SHARE FOR RETIRED (CALPERS)	521	3,128	4,500	1,372	69.52%
ADMINISTRATIVE COSTS (CALPERS)	148	855	2,000	1,145	42.74%
BANK CHGS/MONEY MARKET/TRANS. FEES	1,515	13,538	20,000	6,462	67.69%
OFFICE SUPPLIES	1,465	27,060	47,500	20,440	56.97%
OFFICE EQUIPMENT/SERVICE AGREEMENTS	11,386	29,325	85,000	55,675	34.50%
OFFICE MAINTENANCE	1,097	7,809	15,000	7,191	52.06%
MEMBERSHIP DUES	639	22,317	21,000	(1,317)	106.27%
OFFICE EQUIP. MAINT. & REPAIRS	-	65	2,000	1,935	3.26%
POSTAGE	3,255	25,096	40,000	14,904	62.74%
SUBSCRIPTIONS	408	2,808	1,600	(1,208)	175.53%
MISCELLANEOUS OPERATING SUPPLIES	9	4,148	15,000	10,852	27.65%
MISCELLANEOUS TOOLS/EQUIPMENT	-	1,929	10,000	8,071	19.29%
EMPLOYEE MEDICAL/FIRST AID	200	343	600	257	57.17%
RANDOM DRUG TESTING	-	75	500	425	15.00%
PROPERTY/AUTO/GEN LIABILITY INSURANCE	-	30,136	60,000	29,864	50.23%

Unaudited Through July 31, 2010

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-	(0)

Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Detailed
Unaudited Through July 31, 2010

	<u>Current Month</u>	<u>Actual - YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>Percent to Budget</u>
SICK LEAVE	1,279	13,591	18,000	4,409	75.50%
VACATION	1,843	8,080	24,000	15,920	33.67%
HOLIDAYS	2,369	10,667	24,000	13,333	44.45%
LIFE INSURANCE	276	1,847	3,100	1,253	59.58%
UNIFORMS, EMPLOYEE BENEFITS	-	705	3,200	2,495	22.03%
SEMINAR & TRAVEL EXPENSES	710	710	1,000	290	71.00%
EDUCATION EXPENSES	-	155	2,000	1,845	7.75%
WORKER'S COMPENSATION INSURANCE	3,190	22,057	15,000	(7,057)	147.05%
MAINT PIPELINE/FIRE HYDRANT	1,921	24,730	95,000	70,270	26.03%
LINE LOCATES	123	1,433	3,500	2,067	40.93%
MAINT METERS & SERVICES	10,122	50,505	175,000	124,495	28.86%
BACKFLOW DEVICES	-	-	500	500	0.00%
MAINTENANCE RESERVOIRS/TANKS	-	4,395	10,000	5,605	43.95%
MAINTENANCE PRESSURE REGULATORS	-	-	12,000	12,000	0.00%
INSPECTIONS	1,459	12,913	35,000	22,087	36.89%
INVENTORY ADJUSTMENT	(266)	-	0	0	-
INVENTORY PURCHASE DISCOUNTS	-	(1,417)	(5,000)	(3,583)	28.35%
OBSOLETE OR DAMAGED INVENTORY	-	65	20,000	19,935	0.32%
PROPERTY THEFT	46	3,210	0	(3,210)	-
Total transmission and distribution	76,208	524,462	1,033,700	509,238	50.74%
Customer accounts					
HEALTH INSURANCE	2,727	18,560	34,000	15,440	54.59%
RETIREMENT/CALPERS	2,286	17,642	31,000	13,358	56.91%
LABOR	7,205	52,295	99,000	46,705	52.82%
BEREAVEMENT/SEMINAR/JURY DUTY	-	195	1,000	805	19.54%
SICK LEAVE	379	2,419	3,000	581	80.64%
VACATION	30	3,020	4,000	980	75.51%
HOLIDAYS	586	3,199	6,500	3,301	49.22%
LIFE INSURANCE	60	434	800	366	54.28%
UNIFORMS, EMPLOYEE BENEFITS	-	130	800	670	16.25%
EDUCATION EXPENSES	-	-	1,000	1,000	0.00%
WORKER'S COMPENSATION	687	5,151	2,300	(2,851)	223.94%
Total customer accounts	13,959	103,045	183,400	80,355	56.19%
Maintenance & general plant					
UTILITIES - DISTRICT PROPERTIES	6,819	50,341	95,400	45,059	52.77%
AUTO/FUEL	5,140	36,083	85,000	48,917	42.45%
SAFETY EQUIPMENT	1,473	1,516	3,000	1,484	50.55%
COMMUNICATION MAINTENANCE	-	-	1,000	1,000	0.00%
REPAIR & MAINT OF GEN EQUIPMENT	1,872	3,085	3,000	(85)	102.85%
REPAIR VEHICLES AND TOOLS	857	3,637	40,000	36,363	9.09%
LARGE EQUIPMENT MAINTENANCE	2,678	14,555	35,000	20,445	41.59%
EQUIP. PREVENTATIVE MAINTENANCE	-	-	1,000	1,000	0.00%
AUTO/EQUIPMENT OPERATION	832	13,786	40,000	26,214	34.47%
MAINT GENERAL PLANT (BUILDINGS)	472	1,885	10,000	8,115	18.85%
LANDSCAPE MAINTENANCE	3,950	30,849	50,000	19,151	61.70%
RECHARGE FAC, CANYON & POND MAINTENANCE	560	27,677	30,000	2,323	92.26%
Total maintenance & general plant	24,653	183,415	393,400	209,985	46.62%
In-House engineering					

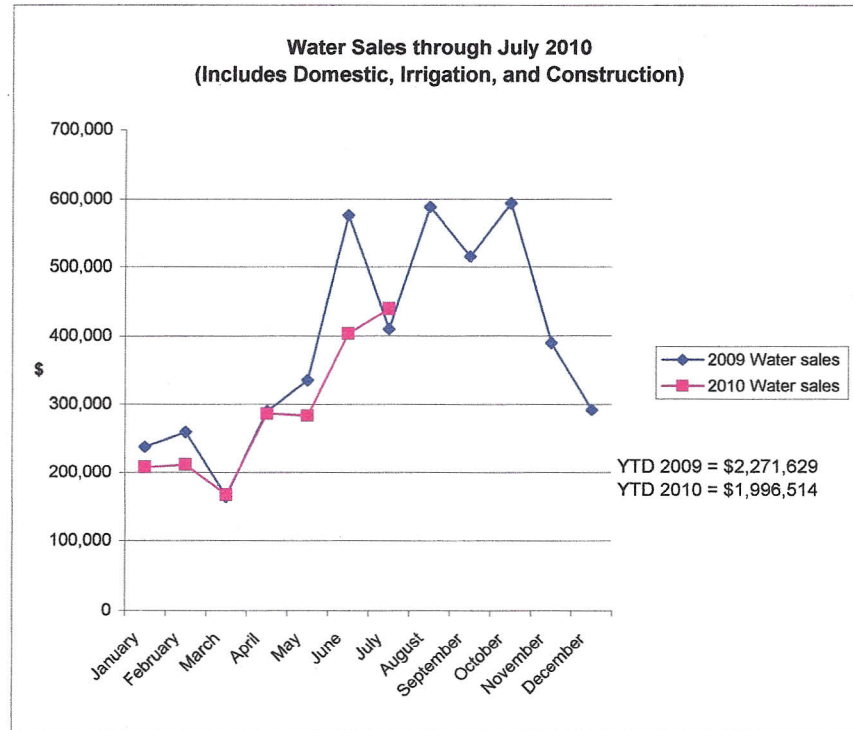
Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Detailed
Unaudited Through July 31, 2010

	<u>Current Month</u>	<u>Actual - YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>Percent to Budget</u>
Operating revenues:					
Water consumption sales					
DOMESTIC WATER SALES	412,026	1,871,028	4,074,564	2,203,536	45.92%
IRRIGATION WATER SALES	6,487	11,892	30,000	18,108	39.64%
CONSTRUCTION WATER SALES	20,481	59,719	125,000	65,281	47.78%
RECHARGE INCOME (CITY OF BANNING)	-	53,925	100,000	46,075	53.93%
Water service charges (meter charge)					
SERVICE CHARGES	145,762	981,374	1,863,415	882,041	52.67%
Water importation surcharge	99,712	426,028	996,851	570,823	42.74%
Water pumping power surcharge	131,454	550,600	1,311,650	761,050	41.98%
Development and installation charges					
INSTALLATION CHARGES	5,972	110,326	100,000	(10,326)	110.33%
DEVELOPMENT INCOME	2,771	24,293	60,000	35,707	40.49%
Other charges for services					
REIMB. CUST. DAMAGES/UPGRADES/WELLS	2,998	104,116	30,000	(74,116)	347.05%
BACKFLOW DEVICES	1,040	17,181	22,500	5,319	76.36%
RETURNED CHECK FEES	240	1,020	3,500	2,480	29.14%
TURN ONS	2,240	19,080	36,000	16,920	53.00%
THIRD NOTICE CHARGE	4,665	42,895	76,000	33,105	56.44%
PENALTIES	7,870	49,362	91,000	41,638	54.24%
Total operating revenues	<u>843,718</u>	<u>4,322,840</u>	<u>8,920,480</u>	<u>4,597,641</u>	<u>48.46%</u>
Operating expenses:					
Source of supply					
STATE PROJECT WATER PURCHASED	144,552	424,146	570,600	146,454	74.33%
HEALTH INSURANCE	3,931	27,246	55,000	27,754	49.54%
RETIREMENT/CALPERS	4,210	33,403	65,000	31,597	51.39%
LABOR	12,948	113,822	275,000	161,178	41.39%
BEREAVEMENT/SEMINAR/JURY DUTY	133	379	1,000	621	37.86%
SICK LEAVE	641	3,862	4,500	638	85.81%
VACATION	1,915	3,264	6,000	2,736	54.40%
HOLIDAYS	897	4,750	9,500	4,750	50.00%
LIFE INSURANCE	103	762	1,600	838	47.60%
UNIFORMS, EMPLOYEE BENEFITS	-	114	1,000	886	11.44%
TREATMENT & CHEMICALS	4,536	16,121	160,000	143,879	10.08%
LAB TESTING	2,075	34,819	45,000	10,181	77.37%
MAINTENANCE EQUIPMENT (PUMPING) 81088	2,441	83,529	160,000	76,471	52.21%
UTILITIES - GAS	16	84	120	36	70.27%
UTILITIES - ELECTRIC	72,968	601,072	1,700,000	1,098,928	35.36%
TELEMETRY MAINTENANCE	-	621	6,000	5,379	10.34%
SEMINAR & TRAVEL EXPENSES	-	-	500	500	0.00%
EDUCATION EXPENSES	-	245	1,000	755	24.50%
WORKER'S COMPENSATION INSURANCE	1,383	10,252	10,000	(252)	102.52%
Total Source of supply	<u>252,748</u>	<u>1,358,492</u>	<u>3,071,820</u>	<u>1,713,328</u>	<u>44.22%</u>
Transmission and distribution					
HEALTH INSURANCE	14,104	77,636	115,000	37,364	67.51%
RETIREMENT/CALPERS	10,045	73,875	110,000	36,125	67.16%
LABOR	28,988	217,292	370,000	152,708	58.73%
BEREAVEMENT/SEMINAR/JURY DUTY	-	2,015	2,400	385	83.95%

**Beaumont Cherry Valley Water District
Water Sales and Meter Charge
July 31, 2010**

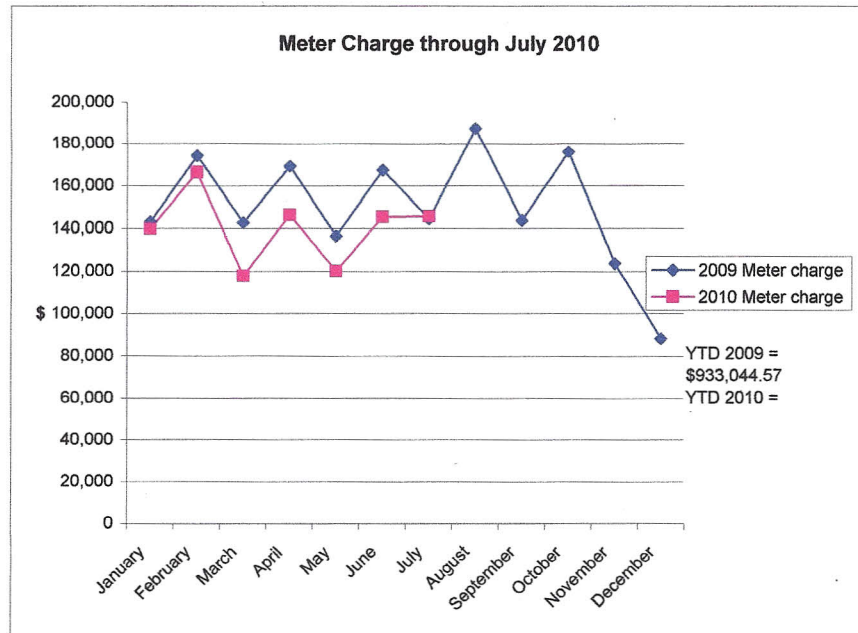
Water Sales

	2009	2010
January	237,095.63	207,141.04
February	258,748.95	211,091.11
March	164,570.15	167,040.58
April	290,514.49	146,328.38
May	334,775.05	119,929.49
June	576,138.52	145,413.01
July	409,786.49	145,762.16
August	588,558.68	
September	515,473.59	
October	594,035.63	
November	389,586.47	
December	291,821.63	
Total	4,651,105.28	1,142,705.77

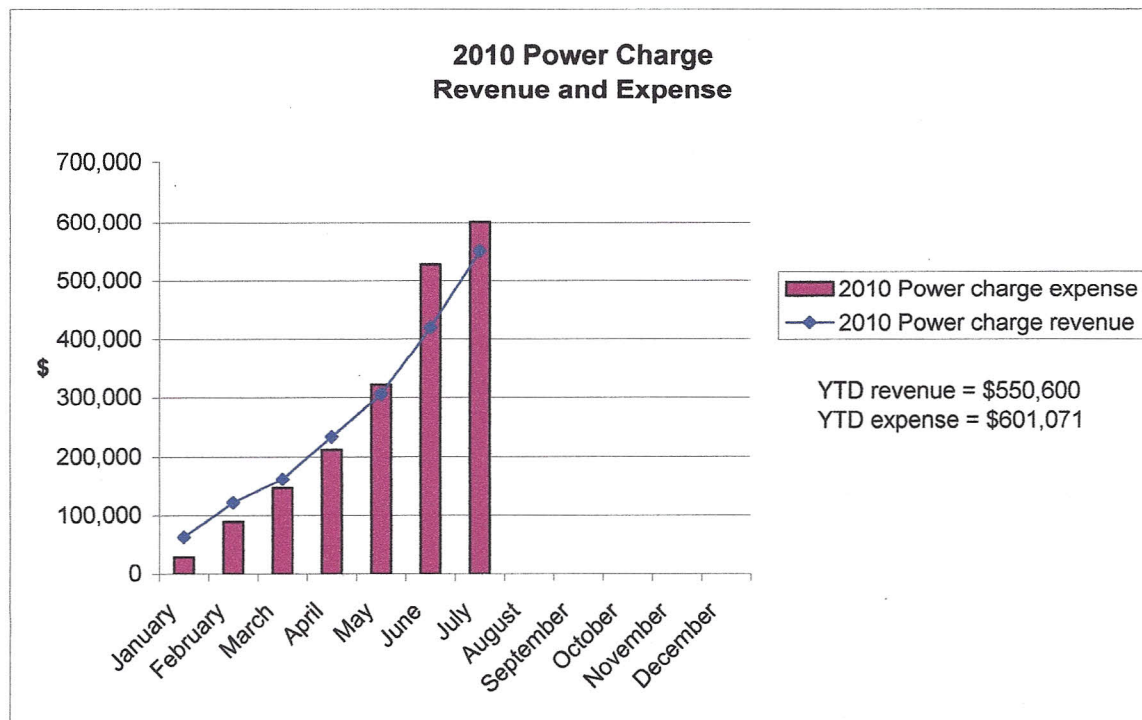
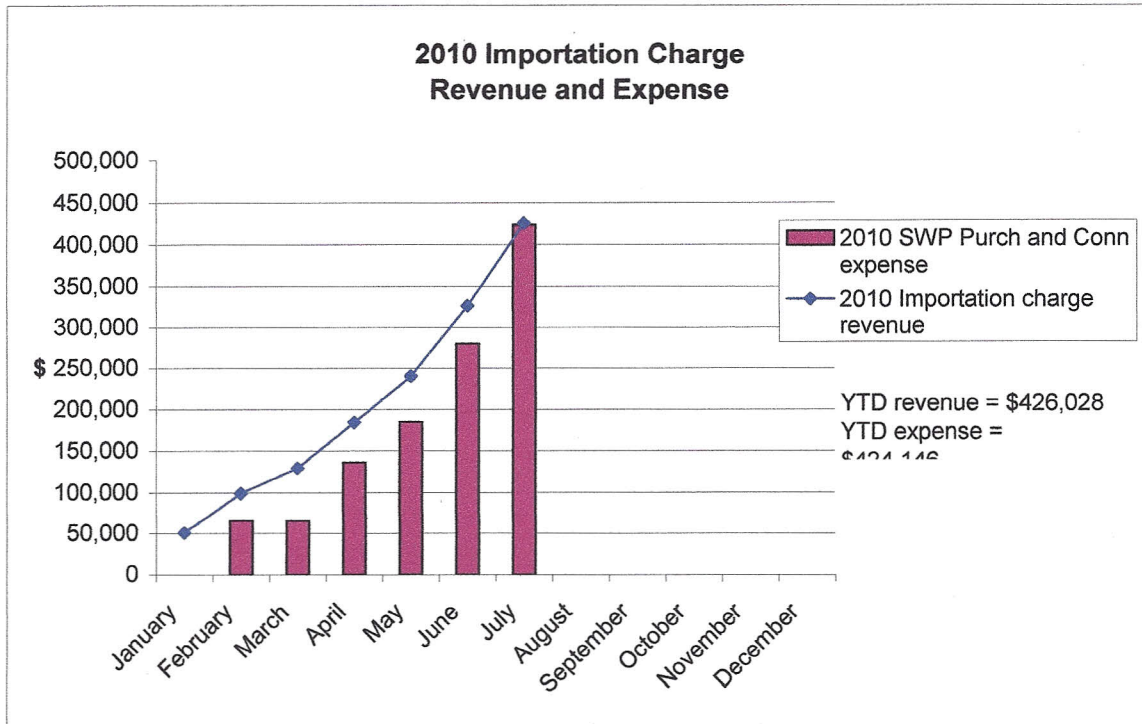


Meter Charge

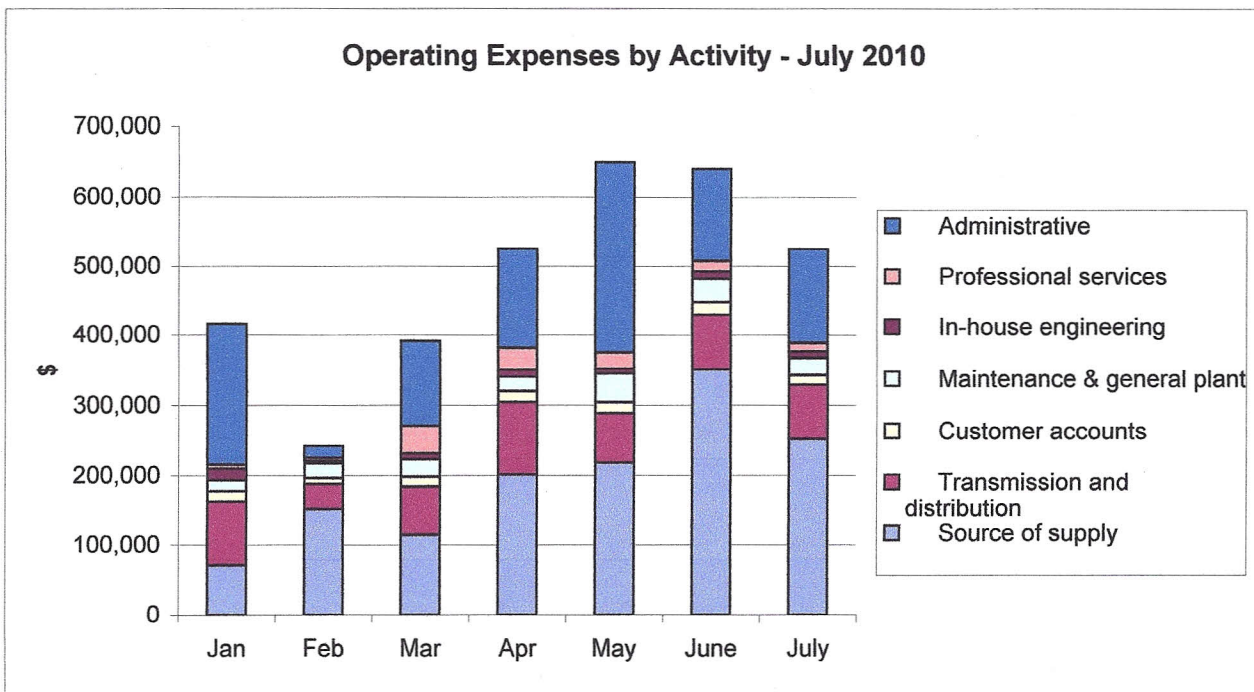
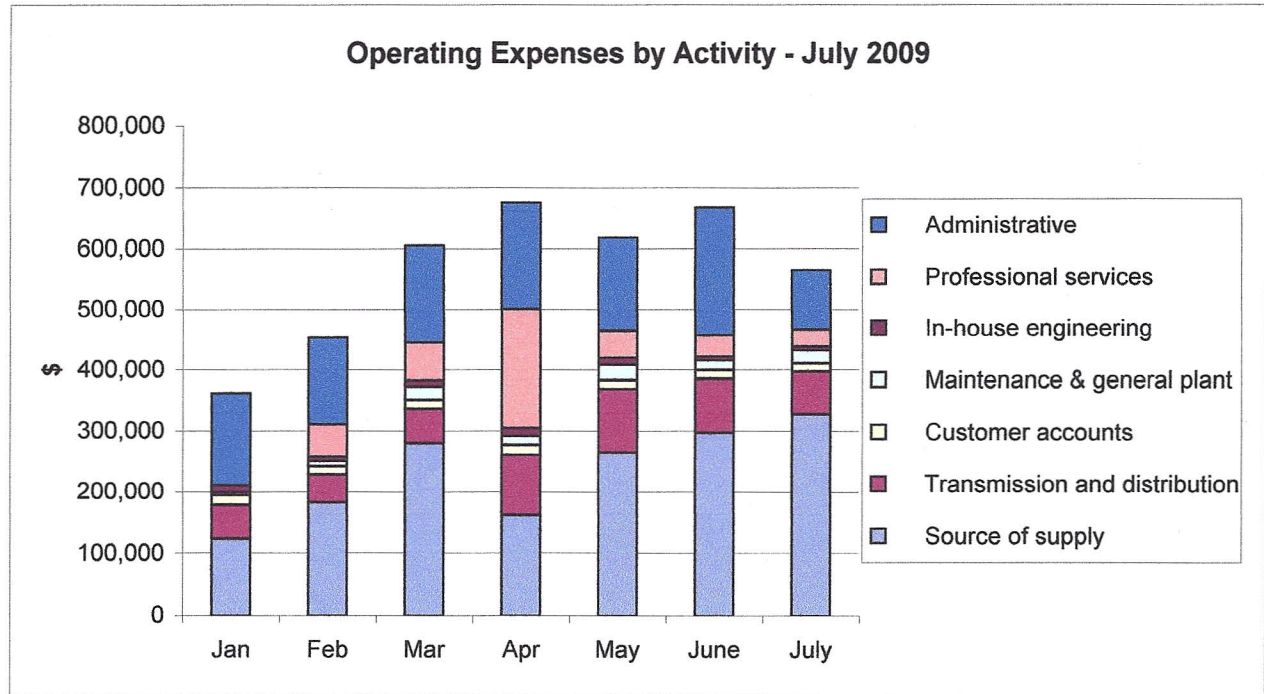
	2009	2010
January	143,230	139,823
February	174,113	166,318
March	142,716	117,800
April	169,148	146,328
May	136,432	4,355
June	167,405	13,545
July	144,567	5,972
August	187,274	
September	143,760	
October	176,144	
November	123,708	
December	88,319	
Total	1,796,816.34	594,141.23



**Beaumont Cherry Valley Water District
Importation Charge and Power Charge
July 31, 2010**



**Beaumont-Cherry Valley Water District
Operating Expenses by Activity
July 31, 2010**



**Beaumont-Cherry Valley Water District
Month-end Financial Statement
Cash and Investments (Unaudited)
As of July 31, 2010**

Cash and cash equivalents	4,878,379
Restricted:	
Debt service	462,475
Construction	<u>225,616</u>
Total	<u><u>5,566,470</u></u>

Cash and cash equivalents consist of the following:

Petty cash	1,400
Deposits with financial institutions	<u>4,876,979</u>
Total cash and cash equivalents	<u><u>4,878,379</u></u>

**Beaumont-Cherry Valley Water District
Bank of America Note Reconciliation
As of July 31, 2010**

Funds received on March 31, 2010	\$4,965,000.00
Add: Interest earned	\$1,461.13
Less: reimbursement for costs incurred on capital projects	
2800 Zone Tank	\$2,263,816.96
24" Recycled - Brookside	\$604,580.16
1 MG Reservoir/Booster	\$63,715.61
24" Recycled - Westerly Loop Phase 4B	\$1,090,963.32
Ring Ranch Rd	\$625,846.07
24" Recycled - Westerly Loop Phase 4A	\$91,922.73
Total	<u>\$4,740,844.85</u>
Capital Project Fund balance	<u><u>\$225,616.28</u></u>

not up dated

2-1-0809 2800 ZONE RECYCLED WATER TANK PHASE 1		Project Status	95%
GENERAL	4,328.50	Contract Total	2,030,000.00
OUTSIDE LABOR	2,622.27	Remaining Contract	62,186.00
MATERIAL	45,155.57		
CONTRACT	1,967,814.00		
ENGINEERING	243,896.62		
PROJECT TOTAL	2,263,816.96		

2-1-0810 24 " RECYCLED MAIN BROOKSIDE PHASE 2		Project Status	100%
GENERAL	10,215.76	Contract Total	420,929.00
LABOR	670.10	Remaining Contract	(15,381.04)
EQUIPMENT	1,000.85		
MATERIAL	1,446.78		
CONTRACT	436,310.04		
ENGINEERING	154,936.63		
PROJECT TOTAL	604,580.16		

2-1-0811 1 MG RESERVOIR/BOOSTER STATION PHASE 3		Project Status	-
LABOR	259.96	Contract Total	-
ENGINEERING	63,455.65	Remaining Contract	-
PROJECT TOTAL	63,715.61		

2-1-0812 24" RECYCLED MAIN WESTERLY LOOP PH 4 B		Project Status	100%
GENERAL	1,729.71	Contract Total	911,000.00
LABOR	2,805.42	Remaining Contract	(17,429.31)
MATERIAL	1,559.63		
CONTRACT	928,429.31		
ENGINEERING	156,439.25		
PROJECT TOTAL	1,090,963.32		

2-1-0813 REC MAIN RING RANCH/OAK VALLEY P PHASE 5		Project Status	95%
GENERAL	4,502.84	Contract Total	430,000.00
LABOR	20.06	Remaining Contract	35,019.22
MATERIAL	1,947.28		
CONTRACT	394,980.78		
ENGINEERING	224,395.11		
PROJECT TOTAL	625,846.07		

2-1-0818 24" RECYCLED MAIN WESTERLY LOOP PH 4 A		Project Status	-
GENERAL	3,352.70	Contract Total	-
LABOR	1,123.29	Remaining Contract	-
ENGINEERING	87,446.74		
PROJECT TOTAL	91,922.73		

REPORT TOTAL 4,740,844.85



Beaumont Cherry Valley Water District Finance and Audit Committee Meeting of September 2, 2010, Thursday

Agenda Matter: Collection Agency Services

Recommendation:

District Staff is recommending that the District contract the services of Rash Curtis & Associates/Professional Recovery Systems in an effort to collect outstanding inactive accounts over 61+ days.

Background:

At the January 8, 2010 meeting, the Committee directed staff to research and report on aging receivables, placing special emphasis on the closed accounts with outstanding balances. At the May 6, 2010 meeting, staff was advised to send out a RFP for collection services and report their recommendation to the Committee by August/September.

Discussion:

Request for Proposals

On June 15, 2010, District staff sent out a Request for Proposal to seven collection agencies. The proposal submittal due date was July 15, 2010. The District received three proposals for services.

Initial Review

Four key staff members were given a copy of all three proposals to review along with a rating sheet. Staff members met to discuss, review and analyze the proposals and asked to sit on a panel that would conduct the interviews.

Interviews

The panel, which consists of four key staff members, interviewed all three firms. One interview was conducted via conference call while the other two firms were conducted in person. Following the interviews, the panel met to discuss the services offered by all three firms and by a majority decision, the panel voted to recommend Rash Curtis & Associates/Professional Recovery Systems.

Rash Curtis & Associates/Professional Recovery Systems has 44 years of experience in the field of collections. Their collection method/approach includes assisting debtors in finding other sources of revenue (utility payment assistance programs). Their professional bi-lingual services will aid the District in its goal to deliver exceptional customer service. Their staff receives continuous training and calls are audited for quality assurance. They have the technology to provide us with real time data for review and download at any time. They will also assist the District in developing collections policy and procedures.

Financial Impact:

The District currently has approximately \$272,700 in aging receivables that is 61 days or older (closed accounts). Rash Curtis & Associates/Professional Recovery Systems operates on a contingency fee basis, which is twenty-two percent (22%) of revenues collected. Though it is not anticipated, should legal action be required the fee would be thirty-five percent (35%).

It is anticipated that this will bring additional revenues to the District.



Professional Recovery Systems, Inc

RASH CURTIS
& ASSOCIATES



PROFESSIONAL RECOVERY SYSTEMS-RASH CURTIS & ASSOCIATES

190 S Orchard Ave, Suite C-250

Vacaville, CA 95688

877-596-5PRS (5777)

**REQUEST FOR PROPOSAL FOR
COLLECTION SERVICES ON DELINQUENT ACCOUNTS
RESPONSE
FOR
BEAUMONT-CHERRY VALLEY WATER DISTRICT**



Due July 15, 2010

Mission Statement

We at Professional Recovery Systems are dedicated to provide the credit granting industry an effective accounts receivable management program. This is demonstrated by the highest possible recovery while maintaining the dignity of the past due consumer and the good will of the credit grantor. Our goal is to exceed our client's expectations.

Scope of Work

Professional Recovery Systems has read, understands and agrees to comply with the information as presented in the RFP.

Bidder Objectives

Professional Recovery Systems has read, understands and agrees to comply with the information as presented in the RFP.

Contract Requirements

1. Professional Recovery Systems, (PRS) operates in accordance with the Robbins-Rosenthal Fair Debt Collection Practices Act; as well as the Federal Fair Debt Collection Practices Act and the Fair Credit Reporting Act.
2. Insurance Requirements: As the successful contractor, Professional Recovery Systems agrees to maintain in force for the full term of the contract and supply *Certificate of Insurance* for the following:
 - a. Comprehensive general liability insurance with a minimum limit of \$1,000,000 per occurrence combined single limit for bodily injury and property damage, including coverage for contractual liability, personal injury, products, and complete operations coverage's. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this contract or the general aggregate limit shall be twice the required occurrence limit and shall be endorsed to include contractual liability. The general liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insured with respect to the work or operations performed by or on behalf of the Contractor, including materials, parts or equipment furnished in connection with such work.

- b. Proof of Worker's Compensation limits as required by the Labor Code of the State of California.

3. Indemnification Agreement:

Professional Recovery Systems has read, understands and agrees to comply with the indemnification as presented in the RFP.

4. Remittance and Report Requirements:

As the Successful Contractor, Professional Recovery Systems will submit to the District regular monthly remittance and statement no later than 30 days following collections. Should the District request remittances earlier than 30 days PRS will comply.

Content of Proposal

1. Executive Summary

a&b. Established in 1966, PRS has built a firm foundation of credit and collection experience. A California Certified Small Business, a lifelong member of ACA International and California Collectors Association (CAC), we offer quality accounts receivable management solutions to government, commercial, medical, banking, retail and *utility (PRS's first client was a utility and we specialize in utilities recoveries)* credit granting communities. We pride ourselves on our firm commitment to provide extensive employee training and development, advanced information processing technology, and a dedicated management team to partner with our clients and maximize their recovery percentages.

PRS can easily accommodate large volume clients with electronic data transfers or small clients with manual capabilities. We will work with you to develop dependable, realistic solutions. We have been recognized by our clients for our professional ethics and high recovery of their past due receivables. Our references can provide you with indisputable evidence of our ability to satisfactorily provide quality, full service collections to your organization.

The key factors for success in today's contingency collection environment have changed dramatically over the past several years and PRS continues to lead the way. The tip of the collection "iceberg" is visible phone calls and letters - but the real value remains hidden beneath. When you combine PRS's 40+ years of traditional expertise with today's sophisticated analytical techniques, you have an unbeatable combination. PRS leverages its immense database to

segment accounts to drive maximum liquidity for our clients in a timely manner. The "dollars are hidden within the data" and PRS has the skills to unlock the code to optimize contact management. The discipline is complex, but the results are simple - maximized revenues for our clients.

President/CEO - Terrence "Terry" L. Paff

Terry Paff is a well known figure in the Receivables Management industry. From Collection Manager, Director of Operations, to Marketing and Sales, Terry has experienced every aspect of the collection business over the past 35 years. He is experienced in Consumer Loans, Healthcare, Retail City and County Governments, Courts, Utilities and Legal. Terry is constantly analyzing process flows and statistics and making changes as deemed necessary to increase revenue. He has developed and maintained collection centers specializing in start-ups and multiple collection sites, utilizing sophisticated technology and state of the art automated call center processes. Perhaps best known for his ability to recruit and train qualified personnel, Terry's recovery teams are competitive with the highest performance levels in the industry for local and national clientele. Terry has served on the Board of Directors of the Healthcare Financial Management Association since 2001 and been a member of ACA- American Collectors Association and CAC- California Association of Collectors since 1976.

Wm. Gary Call- Chairmen of the Board

Gary Call has been with the Company for 31 years and has served the collection industry for over 30 years with dedication and distinction. His professional years of service have included holding the positions of Regional Vice President of Credit Bureaus, Inc., presently known as Equifax; President of Associated Credit Bureaus of Oregon; President of the California Association of Collections, Unit 1; member of the Board of Consumer Credit Counseling Services and the Executive Board of the Better Business Bureau, and served on the American Collectors Association GPAC Steering Committee formed to address national legislative issues. In addition, Credit Women International, now CPI, honored Gary as their Boss of the Year in Santa Clara County.

c. Geographic territories: Professional Recovery Systems Geographic territories has been licensed and authorized to collect in all states, with the exception of Connecticut, New Jersey, Maine, and Massachusetts

d. Average total number and dollar amount of both primary and secondary accounts received per month: Our average monthly collections are \$1.5 million- we currently do not collect second placements.

e. Average collection rate: 17.1%

f. Collection Service Provided to Governmental and Utility agencies in California.

City of Santa Clara
Rod Meyer
1500 Warburton Ave
Santa Clara, CA 95050
Date of engagement 1975
Phone, 408-615-2309

City of Antioch
Lisa Saunders,
PO Box 5007
Antioch, CA 94531-5007
Date of engagement 1986
Phone, 925-779-6150

City of Sunnyvale
Therese Balbo
650 West Olive Ave
P O Box 4000
Sunnyvale, CA 94088-3707
Date of engagement 2000
Phone 408-730-7604

City of Walnut Creek
Jennifer Wakeman
1666 N MAIN ST
Walnut Creek, CA ZIP 94596
Date of engagement 2000
Phone 925-256-3560

City of Morgan Hill
Lisa Cvitanich
17555 Peak Ave
Morgan Hill, CA 95037
Date of engagement 2002
Phone (408) 779-7221

City of Napa
Karen DeNatale
P O Box 660
Napa, CA 94559-0660
Date of engagement 2002
Phone (707) 257-9507

East Bay Municipal Utility District
Tom Fox
2127 Adeline St
Oakland, CA
Date of engagement 1987
Phone (510) 287-0456

Dominic DeBellis
Contra Costa Water District
P O Box H20
Concord, CA 94524
Date of engagement 2008
(925) 688-8059

2. Working Plan and Staffing

- a. PRS currently employs 32 collectors; recruiting experienced, novice and bi-lingual collectors.
- b. PRS training outline for new collections

Training and Human Resources Outline

Forms to be signed;

W4

INA Work status form

Check two forms of ID for each new employee.

Valid Driver's License, Social Security Card,

State ID Card, Green Card, Birth Certificate, valid USA

Passport, Notification In Case of Emergency Form,

Time Card

Note: These forms are to be completed and discussed as necessary and then collected by Human Resources.

Human Resource Employee notification forms to be handed out:

Family Leave Act
Workers Compensation Employee Issues
Sexual Harassment Policy
State Disability Pamphlet

Prepared and update manuals with tabs corresponding to training sections are to include receipt of manual form (two copies: 1 is signed and given to the instructor, 2 remain in manual); letter from our President; Employee Benefits; Safety Policy

Note: The balance of written material is to be handed out during lectures as training progresses. Training Material will include:

1. Statement of Company Policy which covers the Federal Fair Debt Collection Practices Act
2. The 'do's and don'ts' of FDCPA/FCRA
3. Robbins Rosenthal California Collection Act
4. Collecting by telephone
5. Communication and listening
6. Letters and notices, including index and samples
7. Investigation processes and procedures
8. Legal and bankruptcy terms
9. Computer training
10. Company procedures

There is latitude given on how this information is presented and the order in which it is presented.

Training Process

DAY 1

Orientation: Introduction of new employees, instructor, company and our industry

- Explain company structure
- Office tour including restrooms, lunch room
- Introductions of Management Team
- Brief explanation of classroom training, including class work and quizzing
- Explain purpose of job, provide handouts and describe as necessary

- Describe the Employee Benefits and Policies packet. Instructor is to guide employees through the Employee Benefit section, discussing contents in detail where appropriate. Ask employees to read in detail (as class work) and prepare questions for the following morning. Ask probing questions to make sure there are no misunderstandings. Explain how employees are paid and their various responsibilities to the company and to each other. Explain Commission structure.

Break

Statement of Company Policy (SCP)

- Discuss purpose of the FDCPA/FCRA, and it's importance to our industry
- Have each employee read aloud a section of the SCP. Explain each section in detail. An idea; ask one employee to read aloud and another employee to paraphrase the meaning of the section. This gives the instructor an idea of the employee's ability to retain what is read. It also gives the instructor feedback on the employee's ability to understand and communicate to others a collection concept. This is valuable in the evaluation process.
- Do's and Don'ts of the FDCPA/FCRA
- Robbins Rosenthal California Collection Act

Lunch

Quiz on the FDCPA/FCRA 30 true and false questions Passing grade: 25 or more right answers Collecting by telephone lecture

Use material from CBT but do not give out until end of day and beginning of Success Statements

Discussion should include:

- Ingredients from General Quiz (in preparation for following morning)
- What is a collection agency, a credit bureau, why we belong to ACA, qualities of a successful collector and why?
- Debtor psychology
- Reasons why people pay bills (pride, honor and anxiety)
- Steps through a telephone call
- Probing questions
- Differences between open ended and closed ended questions
- Positive benefits of paying in full
- Success statements

Class Work Assignment

1. Memorize company name, address and telephone number, be prepared to direct people to our office.
2. Memorize 5 success statements; 2 from disputes, 2 from when the debtor offers payment and one from a positive close.
3. Prepare one sentence that gets the debtor's attention. This is the mind neutralizer. Think of this in lecture as "This is your LUCKY DAY"
4. 5 positive benefits of paying in full
5. 1 from opening statements

Day 2

1. Questions from prior day
2. General quiz (see attachment) + debtor attention statement, 5 positive benefits of paying
3. Critique GQ as a group. Ask each member for his answer. When describing qualities, have each employee give you one, write it on whiteboard and continue process until there are several (10 +) listed. Use the same strategy with positive benefits. The goal is to have over the week at least 25-30 positive benefits.
4. Collecting by telephone review
5. Discussion of success statements
6. Role play guidelines

Break

Role Play

- Explain purpose of role-play and why we record it
- Ask for volunteer
- One instructor is debtor and one instructor is collector's coach
- Have other class members listen for use of success statements, pride, honor or anxiety as motivators
 - How many times does collector ask for payment in full?
 - Does collector go through all the steps of a telephone conversation?
 - Does collector ask probing questions?
- Critique role-play, providing important feedback to collector and to other class members.

Lunch

Role Play continues but watch to make sure it does not become tedious. (If time permits try to have all employees get at least one turn)
Success Statement discussion

Opening Statements with Reason to Pay

Class Work

1. 10 positive benefits
2. 10 success statements (5 already memorized plus 5 more)
3. Opening statement added to debtor attention statement, including a reason to pay

Goal pace day 2- Employee should have clear understanding of collection techniques, importance of success statements, why commission is so critical to us. Collecting is fun and a game of Wit. Instructor should begin to know which employees have the communication skills to be successful, and who are having difficulty with the concept of collections.

Day 3

1. Questions on prior days training
2. Quiz - success statements, positive benefits, opening statement
3. Quiz critique
4. Discussion and review of previous training

Communication and Listening material Lecture from Collecting by Telephone

1. Difference between listening and hearing
2. Listening quiz - "Build me a fence", "Place a dot on the I"
3. Importance of inflection: "I didn't tell John you were stupid"
4. Using the voice as a collection tool
5. Customer service word usage **"I am here to help you" and theory of inconveniences vs. benefits (I/BI)**
6. Reasons for note taking
7. Examples of confusing communication
8. Rate of speech versus rate of hearing

Break

Letters and Notices

1. The Process we use to send letters and notices
2. Samples of letters and notices and discussion
3. Differences between letters and notices
4. Production standards for letters
5. Time between notices
6. When to stop a notice
7. How to generate a letter (use of code)
8. The reason why it is important to know what a letter says

Lunch

Computer training

How to Log On
Passwords
Keyboard instruction
Use of commands
Use of action codes
Importance of record keeping
Use of macro keys
Financial fields
How to update information
How to send a letter
How to create a packet
How to establish a payment program
How to cross file an account
How to add a posting note

Class Work

1. 15 Success statements (10 memorized + 5 more)
2. 15 positive benefits
3. Opening statement with debtor attention statement, debt information, reason to pay and positive close
4. Study for notice quiz

Day 4

Questions on prior day's training
Quiz covering the Class Work assignment
Quiz critique
Review of computer training and collection training

Break

Review of computer training and collection training as required

Lunch

Investigative Techniques

1. Qualities of a successful investigator
2. Tools and resources we use
3. Questions to ask and how to ask questions
4. Sample directories and their function
5. Importance of investigation

6. 4 critical elements collectors must always verify: CBR, Home, Job, Spouse, SSN, Etc.
7. Bank Ratings
8. Priorities
9. Legal and bankruptcy terms

Class Work

1. 20 Success statements (15 memorized + 5 more)
2. 20 positive benefits
3. Opening statement with debtor attention statement, debt information, reason to pay and positive close
4. Study for investigate/computer quiz

Day 5

Questions on prior day
Quiz
Quiz critique
Procedures and processes
What to expect when working as a collector
Observance in collector work area

Class Work

1. Memorize all 26 success statements
2. General study for the collector quiz

Day 6

Collector quiz
Critique quiz

Those who pass receive Certificate of Completion and Assignment to collector work area.

Training Tools

1. Manuals
2. Lecture material
3. ACA video on FDCPA **Playing Fair**
4. ACA Audio on Collection Techniques
5. CAC Video **Nuts and Bolts of the FDCPA**
6. Video on "Art of Negotiation"
7. Video on "Give 'em the Pickle"
8. LADDER Tip Card

Goals of Classroom Training

Employee understands:

1. Goals and objectives
2. How to ask for Payment In Full
3. How and when to ask probing questions
4. Can create a good opening statement that explains benefits of paying. Collector is also able to recite this using good voice inflection where appropriate
5. Provide 25 positive benefits of paying
6. Understands tools and sources to use for investigation
7. Collector understands difference between **"How Much Time Do You Need" vs. "How Much Can You Pay?"**
8. Collector understands uses of notices and letters and has received a passing grade on the Notice Quiz

Collector has comfortable working knowledge of the collector software system in the following areas:

1. Access accounts
2. Add notes
3. Review notes
4. Change tickler update information as necessary

Our collections are paid a base salary plus commission based on the collected dollars. In addition we have an Incentive Program which includes daily and monthly contests with various prizes including: cash, large screen TV's, lap top computers, I-pods, etc.

We have a collection staff on duty Monday through Thursday from 8:00 AM until 9:00 PM, Friday from 8:00 AM until 4:30 and Saturday from 8:00 AM until 12 noon.

Enrichment/Enhancement and Collection Process

Day 1

Account entered into collection system
Accounts are electronically processed through
The National Change of Address (NCOA) for address purification

Day 2

Collection demand letter mailed to debtor
Meeting all Fair Debt Collection Practices Act requirements
Account matched against database of over 2 million records

Account processed through national multi-sources databases for;

- Bankruptcy
- Telephone numbers
- Similar names
- Nearby telephone numbers
- Financial demographics
- Property owners / home owners
- Credit report

Day 3

Accounts assigned to collectors based on knowledge and experience. Account telephone numbers dialed multiple times until contact is made using different times of day during the next seven days. Thereafter telephone attempts are made at a minimum of twice a week.

Payments: *Collector's objective is Payment in Full; this is accomplished by selling the benefits of paying.*

c. Skip Tracing

Debtor is a Skip

Investigation will begin immediately upon return of mailing. The information obtained through the enhancement process will be used to locate the debtor; in addition the investigator will take advantage of other tools; such as Lexis Nexis, Skip trace Info, City and County web sites, Google and other on line web sites. Once the debtor is located the phone attempts commence.

Debtor Fails to Respond

Assets search begins using the information obtained via the enhancements; in addition the investigator will take advantage of other tools, such as Lexis Nexis, Skip trace Info, City and County web sites, Google and other on line web sites. Once assets have been found, and with the permission of our client the account will be referred to PRS's Legal Department for litigation.

Day 60

We report all unpaid collection accounts to Experian, Equifax and Transunion.

Day 180

Accounts are electronically enhanced through numerous data bases. New or updated information is given to the collector for follow up.

g. Legal Accounts

When the debtor can not pay in full, payment arrangements are established and the amount of the payment is based on the debtor's financial condition. A confirmation letter is mailed confirming the agreement. Collectors continually monitor payment plans with phone calls and mail reminders; should the payment plan be continually broken, collector will investigate for assets and refer the account to our legal department. Debtor must be gainfully employed and/or is a property owner with equity. \$1000 min balance (balance may be combined from more than one client). PRS will advance all cost to litigate; *no upfront cost to client*. Our attorney, Duane Olivera, has been with us for over 20 years.

h. Disputes/Complaints

Disputes/Complaints are taken seriously; the collector will obtain from the debtor all information surrounding the dispute. When necessary the client is contacted and the dispute is reviewed, and then, based on the validity of the dispute the account is followed up and resolved. Complaints are assigned to senior management for review and follow up.

i. Copy of letters: *Please see attachment*

3. Automation/Technology; PRS has invested in technology to help support efficiency through automation and making the process transparent to clients and users. By helping collectors concentrate on collecting and establishing right-party contact, performance is enhanced and goals are met. PRS also has legal, ethical, and fiduciary responsibilities to safeguard confidential, proprietary, personnel, regulated, and other protected company information (classified information) against unauthorized disclosure. The unauthorized disclosure of classified company information could be very damaging to PRS, its business partners, and its employees. PRS has also taken great steps to ensure the proper safeguarding of all client information stored on its system. Policies, practices, and technology have been instituted to minimize the likelihood of classified information being disclosed to unauthorized individuals. The PRS system and physical security is compliant with the Gramm-Leach-Bliley Act as well as HIPPA regulations.

Our technological features include:

- Automated electronic download and upload
- IBM – 96 ports.
- Anti-Virus/Spam Protection
- Intrusion Detection
- Automated Predictive dialer capability
- Automatic call distribution (ACD)
- Electronic data transfer of account information
- Electronic remittance of collected funds (ACH)
- Electronically monitored alarm and video recording system
- Language Line service for true communication diversification
- Bi-lingual auto attendant
- Shredding of discarded hard copy data
- Search engine for database management
- Automatic tying of multiple accounts against same consumer debtor
- Customized management reports via hard copy or electronic exchange
- Automated mailing campaigns

4. Miscellaneous Information:

a. Copy of latest annual report or financial statement:
(See attachment B)

b. Bank reference:

Wells Fargo, 777 E. Monte Vista Ave., Vacaville, CA
Business Relationship Manager: Lydia Peterson (800) 988-0004

Proposed Fees

Professional Recovery Systems has read the proposed rates for Full Service Collection Activity and are contingent upon collection, which includes but are not limited to the following services:

- Bad address fee when accounts are skip traced (waived)
- Postage for notices and reminders
- Dialer and phone usage
- Voice call recording on payments
- Checks over the phone
- Credit Card processing
- Reporting to the 3 national credit bureaus
- Various statistical reporting

Fee Basis

Flat fee per account assigned \$12.00 or
Percentage of revenue collected twenty-two percent (22%)
Should legal action be required the fee would advance to thirty
five percent (35%) with PRS advancing court cost, services fees
and our attorney's cost.

Attachments

A. Copy of Collection Letters

B. Balance Sheet

A. Copy of Collection Letters



Professional Recovery Systems, Inc.
A Full Service Collection Agency

M15

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$A6

VACAVILLE OFFICE

190 S. Orchard Ave.

Suite C250

Vacaville, CA 95688

(877) 596-4777

Fax: (707) 454-2001

HOURS:

Mon - Thurs. 8am - 9pm

Fri. 8am - 4:30pm

Sat. Varied

The account listed above has been placed with us for collection. Please send payment in full today. If you feel this action is in error, please contact us immediately.

Unless you notify Professional Recovery Systems, Inc. within 30 days after receiving this notice that you dispute the validity of this debt or any portion thereof, our office will assume the debt is valid. If you notify us in writing within 30 days from receiving this notice, we will obtain verification of the debt or obtain a copy of a judgment and mail you a copy of such judgment or verification. If you request to our office, in writing within 30 days after receiving this notice, we will provide you with the name and address of the original creditor, if different from the current creditor.

This has been sent to you by a collection agency. This is an attempt to collect a debt and any information obtained will be used for that purpose. If you do not understand this notice call our office or find someone who can explain this notice to you.

***** CREDIT REPORTING *****

As required by law, you are hereby notified that a negative credit report reflecting on your credit record, will be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations.

Pay online at www.professionalrecovery.com

Debt Recovery Specialists

SERVICE PROVIDER	SVC. DATE	ACCOUNT #	TOTAL
------------------	-----------	-----------	-------

M9

A convenience fee of \$3.00 applies to all "check by phone" payments. A convenience fee equal to 3% of the payment applies to all credit card transactions whether made by phone, mail or through our website.

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Please Detach Lower Portion and Return with Payment

DEPT 1732
PO BOX 4115
CONCORD, CA 94524



ADDRESS SERVICE REQUESTED

A98 A97



TEST NAME
5 ADDRESS ST
ADDR 2
CITY, ST 52345-6789

- () Enclosed is payment in full.
() I agree to pay \$_____ by the _____ day of each month.
() I would like to discuss this matter, please call me at:
Phone: () _____ - _____

STATEMENT DATE M15	PAY THIS AMOUNT \$M27	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER
<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> AMEX	
CARD NUMBER	CW	AMOUNT
SIGNATURE	EXP. DATE	
SHOW AMOUNT PAID HERE		\$

PROFESSIONAL RECOVERY SYSTEMS, INC.
PO Box 5790
Vacaville, CA 95696-5790



CALIFORNIA:

The state Rosenthal Fair Debt Collection Practices Act and the federal Fair Debt Collection Practices Act require that, except under unusual circumstances, collectors may not contact you before 8 a.m. or after 9 p.m. They may not harass you by using threats of violence or arrest or by using obscene language. Collectors may not use false or misleading statements or call you at work if they know or have reason to know that you may not receive personal calls at work. For the most part, collectors may not tell another person, other than your attorney or spouse, about your debt. Collectors may contact another person to confirm your location or enforce a judgment. For more information about debt collection activities, you may contact the Federal Trade Commission at 1-877-FTC-HELP or www.ftc.gov.

Nonprofit credit counseling services may be available in the area. State and federal law require debt collectors to treat you fairly, and prohibit debt collectors from using profane language or making improper communications with third parties, including your employer.

COLORADO:

FOR INFORMATION ABOUT THE COLORADO FAIR DEBT COLLECTION PRACTICES ACT, SEE WWW.COLORADOATTORNEYGENERAL.GOV/CA.

TENNESSEE:

This collection agency is licensed by the Collection Service Board of the Department of Commerce and Insurance.

UTAH:

As required by Utah law, you are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations.



Professional Recovery Systems, Inc.
A Full Service Collection Agency

M15

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M27

VACAVILLE OFFICE

190 S. Orchard Ave.

Suite C250

Vacaville, CA 95688

(877) 596-4777

Fax: (707) 454-2001

HOURS:

Mon. - Thurs. 8am - 9pm

Fri. 8am - 4:30pm

Sat. Varied

The past due account listed above have been placed with us for collection. If you feel this action is in error, please contact us immediately.

Unless you notify Professional Recovery Systems, Inc. within 30 days after receiving this notice that you dispute the validity of this debt or any portion thereof, our office will assume the debt is valid. If you notify us in writing within 30 days from receiving this notice, we will obtain verification of the debt or obtain a copy of a judgment and mail you a copy of such judgment or verification. If you request to our office, in writing within 30 days after receiving this notice, we will provide you with the name and address of the original creditor, if different from the current creditor.

This has been sent to you by a collection agency. This is an attempt to collect a debt and any information obtained will be used for that purpose.

***** NOTICE *****

We are a collection agency, we have been asked by our client(s) to collect the money which they claim you owe them. If you do not understand this notice call our office or find someone who can explain this notice to you.

Pay online at www.professionalrecovery.com

Debt Recovery Specialists

SERVICE PROVIDER	SVC. DATE	ACCOUNT #	TOTAL
M9			

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DEPT 1732
PO BOX 4115
CONCORD, CA 94524



ADDRESS SERVICE REQUESTED

A98 A97



TEST NAME
5 ADDRESS ST
ADDR 2
CITY, ST 52345-6789

- () Enclosed is payment in full.
() I agree to pay \$_____ by the _____ day of each month.
() I would like to discuss this matter, please call me at:
Phone: (____) _____-_____

STATEMENT DATE M15	PAY THIS AMOUNT \$M27	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP DATE
SHOW AMOUNT PAID HERE		\$

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Vacaville, CA 95696-5790



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Nonprofit credit counseling services may be available in the area. State and federal law require debt collectors to treat you fairly, and prohibit debt collectors from using profane language or making improper communications with third parties, including your employer.

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M15

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(877) 596-4777

Fax: (707) 454-2001

HOURS:

Mon.- Thurs. 8am - 9pm

Fri. 8am - 4:30pm

Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

**** LET'S WORK TOGETHER ON THIS ****

If you want to pay and resolve your account but have been unable to meet our previous demands for payment in full, now is the time for you to act!!! Please fill out the bottom of this letter for your courtesy payment plan or call us right now at (877) 596-4777. We will try hard to accommodate your request.

We accept post-dated checks for up to 6 months and will send you a reminder letter for your convenience. We also do payments over the phone, call for details.

We appreciate your cooperation and ask that if your payment is going to be late you call to notify us. If you have any questions, please contact us.

Thank you.

This is an attempt to collect a debt.
Any information obtained will be used for that purpose.

Pay online at www.professionalrecovery.com

Debt Recovery Specialists

A convenience fee of \$3.00 applies to all "check by phone" payments. A convenience fee equal to 3% of the payment applies to all credit card transactions whether made by phone, mail or through our website.

Please Detach Lower Portion and Return with Payment

DEPT 1732
PO BOX 4115
CONCORD, CA 94524



ADDRESS SERVICE REQUESTED

A98 A97



TEST NAME
5 ADDRESS ST
ADDR 2
CITY, ST 52345-6789

- () Enclosed is payment in full.
() I agree to pay \$_____ by the _____ day of each month.
() I would like to discuss this matter, please call me at:
Phone: () _____ - _____

STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER AMERICAN EXPRESS AMEX
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

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Fax: (707) 454-2001

HOURS:

Mon.- Thurs. 8am - 9pm

Fri. 8am - 4:30pm

Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

***** PROTECT YOUR CREDIT *****

Why haven't we heard from you?
If this account is not paid today,
it may stop you from obtaining credit tomorrow.

Act now!!!

Send the total amount due or call T O D A Y !!

This is an attempt to collect a debt.
Any information obtained will be used for that purpose.

Pay online at www.professionalrecovery.com

Debt Recovery Specialists

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() I agree to pay \$_____ by the _____ day of each month.
() I would like to discuss this matter, please call me at:
Phone: () _____ - _____

STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> AMEX		
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

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Fax: (707) 454-2001

HOURS:

Mon. - Thurs. 8am - 9pm

Fri. 8am - 4:30pm

Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

***** THIS MUST BE PAID *****

Attention! You are on notice. This account must be paid. If you do not respond we must assume that you do not intend to pay. We will then be required to follow our client's instructions.

**** Visa/Mastercard/Discover/American Express accepted ****
**** Ask about our convenient and easy check by phone option ****

Atencion! Ultimo aviso! Esta cuenta debe ser liquidada dentro de 3 dias. Si usted no responde, asumiremos que usted no tiene ninguna intencion de pagar esta cuenta. En este caso, seguiremos con las instrucciones de nuestro cliente.

**** Se acepta Visa/Mastercard/Discover/American Express ****
**** Pregunte por nuestro nuevo sistema de pagos con cheque por telefono ****

This is an attempt to collect a debt.
Any information obtained will be used for that purpose.
Esto es un intento para coleccionar una deuda.
Cualquier informacion obtenida sera solamente usado para ese proposito.

Pay online at www.professionalrecovery.com

Debt Recovery Specialists

A convenience fee of \$3.00 applies to all "check by phone" payments. A convenience fee equal to 3% of the payment applies to all credit card transactions whether made by phone, mail or through our website.

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PO BOX 4115
CONCORD, CA 94524



ADDRESS SERVICE REQUESTED

A98 A97



TEST NAME
5 ADDRESS ST
ADDR 2
CITY, ST 52345-6789

- () Enclosed is payment in full.
() I agree to pay \$_____ by the _____ day of each month.
() I would like to discuss this matter, please call me at:
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STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> AMEX
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

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M15

VACAVILLE OFFICE

190 S. Orchard Ave.

Suite C250

Vacaville, CA 95688

(877) 596-4777

Fax: (707) 454-2001

HOURS:

Mon.- Thurs. 8am - 9pm

Fri. 8am - 4:30pm

Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

*** DISPUTE INVALID ***

We have researched your dispute and our client believes it is invalid.
Please contact us today to resolve this.

Nosotros investigamos su disputa, y nuestro cliente cree que su disputa es invalida. Favor de ponerse en contacto hoy con nuestra oficina para resolver este caso.

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Any information obtained will be used for that purpose.
Esto es un intento para coleccionar una deuda.
Cualquier informacion obtenida sera solamente usado para ese proposito.

Pay online at www.professionalrecovery.com

Debt Recovery Specialists

A convenience fee of \$3.00 applies to all "check by phone" payments. A convenience fee equal to 3% of the payment applies to all credit card transactions whether made by phone, mail or through our website.

Please Detach Lower Portion and Return with Payment

DEPT 1732
PO BOX 4115
CONCORD, CA 94524



ADDRESS SERVICE REQUESTED

A98 A97



TEST NAME
5 ADDRESS ST
ADDR 2
CITY, ST 52345-6789

- () Enclosed is payment in full.
() I agree to pay \$_____ by the _____ day of each month.
() I would like to discuss this matter, please call me at:
Phone: () _____ - _____

STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> AMEX
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

PROFESSIONAL RECOVERY SYSTEMS, INC.
PO Box 5790
Vacaville, CA 95696-5790





Professional Recovery Systems, Inc.
A Full Service Collection Agency

M15

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

DO NOT DELAY PAYMENT ANY LONGER

We must hear from you or receive payment in full within (5) five days or this account will remain an outstanding debt. You can prevent this - contact us today to discuss this situation!!

1-877-596-4777

Call today to make payment, using our check or phone, Visa, Mastercard, Discover, American Express or ATM debit card with the Visa or Mastercard logo.

NO SE TARDE MAS EN MANDAR SU PAGO.

Necesitamos que nos llame hoy "o" que nos mande su pago dentro de (5) cinco dias. De otra manera esta cuenta segira pendiente. Usted puede prevenir esto - porfavor de llamarnos para hablar sobre esta cuenta.

Llame ahora para hacer su pago usando nuestro sistema de cheque por Telefono, Visa, Mastercard, Discover, American Express or tarjeta de banco con el emblema de Visa "O" Mastercard.

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Phone: () _____ - _____

STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input checked="" type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER
<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> AMEX	
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

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A Full Service Collection Agency

M15

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

***** SETTLE THIS FOR UP TO 35% OFF *****

All settlement percents are based on original creditors guidelines

877-596-4777

Please have your account number ready when you call.

\$ \$ SAVE MONEY!!! PAY TODAY!! \$ \$
\$ \$ IMPROVE YOUR CREDIT!!! \$ \$
\$ \$ HAVE WE GOT A DEAL FOR YOU!!! \$ \$

We are prepared to settle the above referenced claim if you qualify. You could be entitled to a savings of up to 35% off the current balance due. For example, if you owe \$1,000.00, you could save up to \$350.00.

> > To take advantage of this great deal, contact us today, offer only good for 10 days!!!< <

If you have a sincere desire to take advantage of this Special Offer - **CALL RIGHT NOW!**
We can accept your check payment, postdated check or credit card payment over the phone.
For same day cash payments, call for instructions.

Contact us today to see if you qualify. Show this account settled on your credit file.

> > > REMEMBER < < <

Contact us today to make arrangements!!

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Phone: () - -

STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> AMEX
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

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(877) 596-4777

Fax: (707) 454-2001

HOURS:

Mon. - Thurs. 8am - 9pm

Fri. 8am - 4:30pm

Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

We have deposited your last postdated check and have been unable to reach you. Please send a check for the total balance due or send up to 3 more postdated checks. If unable to comply with the above request, please contact our office to make mutually agreeable arrangements. Thank you.

Hemos depositado su ultimo cheque posfechado y no hemos podido comunicarnos con usted. Por favor llame, mande un cheque por el balance, "o" mande mas cheques posfechados (hasta tres) por el balance sobresaliente gracias!!

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Phone: () _____ - _____

STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER
<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> DISCOVER	<input type="checkbox"/> AMEX
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

PROFESSIONAL RECOVERY SYSTEMS, INC.
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Fri. 8am - 4:30pm

Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

*** PAYMENT REMINDER ***

Thank you for your recent payment. This notice shows your new balance. Please send your next payment, or the balance as agreed.

Gracias por su pago mas reciente. Esta notificacion refleja su nuevo balance. Porfavor envie su proximo pago en acuerdo.

**** We accept Visa/Mastercard/Discover/American Express ****
**** Ask about our convenient and easy check by phone option ****

Este es un simple recordatorio que la fecha para su pago se aproxima muy pronto. Gracias por trabajar junto con nosotros para aclarar esta cuenta eficazmente.

**** Se acepta Visa/Mastercard/Discover/American Express ****
**** Pregunte por nuestro nuevo sistema de pagos con cheque por telefono ****

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ADDRESS SERVICE REQUESTED

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TEST NAME
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ADDR 2
CITY, ST 52345-6789

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() I would like to discuss this matter, please call me at:
Phone: () _____ - _____

STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD
<input type="checkbox"/> DISCOVER	<input type="checkbox"/> DISCOVER	<input type="checkbox"/> AMERICAN EXPRESS
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

PROFESSIONAL RECOVERY SYSTEMS, INC.
PO Box 5790
Vacaville, CA 95696-5790





Professional Recovery Systems, Inc.
A Full Service Collection Agency

M15

Re: M30
Account #: M6
Total Due: \$A6

VACAVILLE OFFICE

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Suite C250

Vacaville, CA 95688

(877) 596-4777

Fax: (707) 454-2001

HOURS:

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Fri. 8am - 4:30pm

Sat. Varied

***** IMPORTANT NOTICE *****

The client listed above have carried your delinquent balance, as long as is consistent with good business practice.

Payment must be made immediately or your account will be sent to collections 10 days from the date of this letter.

Please send payment, or call to make arrangements today:

PROFESSIONAL RECOVERY SYSTEMS, INC.
PO BOX 5790
VACAVILLE, CA 95696-5790
(877) 596-4777

This is an attempt to collect a debt.
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Pay online at www.professionalrecovery.com

Debt Recovery Specialists

SERVICE PROVIDER	SVC. DATE	ACCOUNT #	TOTAL
M9			

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ADDRESS SERVICE REQUESTED

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TEST NAME
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ADDR 2
CITY, ST 52345-6789

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() I agree to pay \$_____ by the _____ day of each month.
() I would like to discuss this matter, please call me at:
Phone: (____) _____-_____

STATEMENT DATE M15	PAY THIS AMOUNT \$M20	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> AMEX
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
SHOW AMOUNT PAID HERE		\$

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HOURS:

Mon - Thurs. 8am - 9pm

Fri. 8am - 4:30pm

Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

*** THIS NEEDS YOUR IMMEDIATE ATTENTION ***
*** SE NECESITA SU ATENCION INMEDIATA ***

Can you afford not to pay? This matter must have your immediate attention, so we can report this account as paid. Contact us today to resolve this matter. No puede pagar? Necesitamos su atencion inmediata, para reportar que esta cuenta esta pagada.

** We accept Visa/Mastercard/Discover/American Express **
** Ask about our convenient and easy check by phone option **

Este es un simple recordatorio que la fecha para su pago se aproxima muy pronto. Gracias por trabajar junto con nosotros para aclarar cuenta.

** Se acepta Visa/Mastercard/Discover/American Express **
** Pregunte por nuestro nuevo sistema de pagos con cheque por telefono **

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Phone: (____) _____-_____

STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER
		<input type="checkbox"/> AMERICAN EXPRESS
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP DATE
SHOW AMOUNT PAID HERE		\$

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Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

We agreed to accept payments on your account. You have failed to honor the arrangement you requested. The entire balance is due and payable at this time.

**** We accept Visa/Mastercard/Discover/American Express ****
**** Ask about our convenient and easy check by phone option ****

Rompio su promesa! Nostros quedamos de acuerdo en aceptar abonos en su cuenta. El negarse a cumplir con tal promesa pueda forzarnos a continuar los procedimientos de colecciones.

**** Se acepta Visa/Mastercard/Discover/American Express ****
**** Pregunte por nuestro nuevo sistema de pagos con cheque por telefono ****

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<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER
<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> DISCOVER	<input type="checkbox"/> AMEX
CARD NUMBER	CW	AMOUNT
SIGNATURE		EXP. DATE
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Sat. Varied

M15

Re: M30
Account #: M6
Client ID#: M17
Balance: \$M10

Dear TEST NAME

We have been notified by our process server that you have now been served with a summons and complaint. We would like to invite you to contact this office regarding the above account to discuss a resolution prior to our office proceeding further and potentially asking the court to enter a judgment against you.

Once a judgment is entered, it becomes public record and may appear on your credit report. Also if a judgment is obtained, additional costs and interest may be added to your judgment balance. You should consider it in your best interest to resolve this debt now. Please call our office at (877) 596-4777

This communication is from a debt collector. All information obtained will be used for the purpose of collecting a debt.

Sincerely,

Robert Keith
Manager, Legal Department
Professional Recovery Systems, Inc.
707-454-2009

Debt Recovery Specialists

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ADDR 2
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STATEMENT DATE	PAY THIS AMOUNT	ACCOUNT #
M15	\$M10	M6

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Sat. Varied

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Re: M30
Account #: M6
Client ID#: M17

**Judgment
Balance:** \$M10

Dear TEST NAME:

This office has obtained a judgment against you for the above referenced matter.

To avoid garnishments of your assets, you should contact this office at once. Be advised that we are now free to levy on your wages or enforce the judgement by any other lawful means. It would be in your best interest to contact this office and arrange resolution of this matter at once. Please contact us at (877) 596-4777.

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Sincerely,

Robert Keith
Manager, Legal Department
Professional Recovery Systems, Inc.
707-454-2009

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STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
-----------------------	--------------------------	-----------------

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Sat. Varied

Re: M30
Account #: M6
Client ID#: M17
Total Due: \$M10

**NOTICE: UNDER C.C.P. SECTION 1033
AND C.C. 1717 OR 1717.5**

You are hereby notified that we intend to request our attorney to commence legal action against you. This account will be reviewed by our attorney, who will make the decision to file suit.

Pursuant to Section 1033 of the California Code of Civil Procedures, should suit be filed and a judgment obtained against you, you may be liable for all allowable attorney fees, for service of process and court cost.

You may avoid this action and additional expense by remitting the total amount due or contacting us within 7 days from the date of this letter.

Sincerely,

Collection Manager
Professional Recovery Systems, Inc.

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STATEMENT DATE M15	PAY THIS AMOUNT \$M10	ACCOUNT # M6
CHECK CARD USING FOR PAYMENT		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER
<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> DISCOVER	<input type="checkbox"/> AMEX
CARD NUMBER	CW	AMOUNT
SIGNATURE	EXP. DATE	
SHOW AMOUNT PAID HERE		\$

PROFESSIONAL RECOVERY SYSTEMS, INC.
PO Box 5790
Vacaville, CA 95696-5790



B. Balance Sheet

RASH CURTIS & ASSOCIATES**Balance Sheet**

As of May 31, 2009

	<u>May 31, 09</u>
ASSETS	
Current Assets	
Cash in Bank	(248,717)
Accounts Receivable	43,228
Allowance for Doubtful Accounts	(4,098)
Employee Advance	(642)
Total Current Assets	<u>(210,229)</u>
Fixed Assets	
Furniture/ Equipment	227,983
Vehicles	174,336
Accumulated Depreciation	(310,240)
Total Fixed Assets	<u>92,079</u>
Other Assets	
Goodwill	1,440,000
Accumulated Amortization	(72,000)
Officer Life Ins	5,750
Investment	20,000
Loan Fee	557
N/R - Ecowater	65,000
Prepaid Deposits	2,800
Purchased Accounts	100,601
Total Other Assets	<u>1,562,708</u>
TOTAL ASSETS	<u><u>1,444,558</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	78,859
Credit Cards	263
Payroll Taxes Payable	2,565
Total Current Liabilities	<u>81,687</u>
Long Term Liabilities	
N/P Jack Ruzik	27,898
N/P Dessie Sandoval	91,360
N/P Jack Ruzik / Goodwill	1,336,085
N/P Jack Ruzik / Stock	333,503
NP Bank of the West	44,019
NP River Valley Bank	18,160
Total Long Term Liabilities	<u>1,851,028</u>
Total Liabilities	<u>1,932,713</u>
Equity	
Common Stock	15,000
Retained Earnings	(119,651)
Treasury Stock	(400,000)
Net Profit (Loss)	16,496
Total Equity	<u>(488,155)</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,444,558</u></u>

RASH CURTIS & ASSOCIATES**Profit & Loss**

Twelve Months Ending May 31, 2009

Income**Collection Income**2,764,282**Total Income**2,764,282**Expense****Accounting**

5,950

Advertising

3,283

Amortization Expense

72,000

Auto Expense

37,530

Bank Charges

7,328

Business Development

21,645

Collection Expense

15,247

Computer Expenses

125,127

Contributions

6,805

Credit Card Fees

104,252

Credit Reports

395

Debtor Refunds

17,489

Depreciation Expense

26,791

Dues/Subscriptions

18,268

Employee Relations

10,550

Equipment Lease

10,532

Insurance

135,467

Interest Expense

104,059

Legal Costs

97,933

Licenses & Fees

6,376

Marketing

8,107

Meals/Entertainment

15,042

Misc

39,242

Office Supplies

20,973

Outside Services

55,734

Salaries/Wages

1,071,356

Payroll Taxes

93,471

Postage

105,037

Professional Services

3,445

Rent

60,376

Repair/Maintenance

1,997

Retirement

6,000

Seminar/Conference

19,781

Skiptracing

126,828

Taxes

11,659

Telephone

203,587

Travel

60,427

Utilities17,699**Total Expense**2,747,786**Net Profit (Loss)**16,496