



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

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**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 November 4, 2010 Minutes of the Finance and Audit Committee\*\* Page 2
  3. Financial Reports/Recommendations
    - a. Review of Invoices for the Month of November 2010\*\*Page 4
    - b. Review of November 2010 Invoices Pending Approval\*\*Page 20
    - c. Review of the October 2010 Financial Statement\*\*Page 24
  4. Action List Updates/Recommendations
    - A. Amelia Toledo- Review and recommendation regarding employment status of Board Members for IRS and Social Security\*\*Page 36
    - B. Amelia Toledo- Review and recommendation regarding Employee's District Housing Rentals\*\* Page 41
  5. Action List
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**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 OF THE  
BEAUMONT CHERRY VALLEY WATER DISTRICT**

**November 4, 2010**

**CALL TO ORDER, ROLL CALL**

Chairman Ball called the meeting to order at 4:00 p.m., 560 Magnolia Avenue, Beaumont, California. Those responding to roll call were Directors Ball 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, Frances Flanders, Ray Morris, John Jeter and Bill Dickson.

**PUBLIC INPUT**

There was no input presented.

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

The agenda was adopted as presented.

2. Review and Acceptance of October 7, 2010 Minutes of the Finance and Audit Committee\*\*

The Committee accepted the October 7, 2010 Minutes as presented.

3. Financial Reports/Recommendations

- a. Review of Invoices for the Month of October 2010\*\*

After review, the Committee recommended presenting the Invoices for the Month of October 2010 to the Board for acceptance.

- b. Review of October 2010 Invoices Pending Approval\*\*

After review, the Committee recommended presenting the October 2010 Pending invoices to the Board for approval.

- c. Review of the September 2010 Financial Statement\*\*

Controller Toledo provided a brief report on this item answering questions from the Committee and the public.

The Committee recommended that Staff review the Cash and Investment Report as there was a discrepancy in the totals.

The Committee recommended presenting the September 2010 Financial Statement to the Board for approval.

4. Review of the Policy Regarding Deposit Procedures\*\*

Controller Toledo reported at length on this item answering questions from the Committee and the public.

The Committee recommended presenting the Policy Regarding Deposit Procedures to the Board for approval.

5. Action List Updates/Recommendations

- A. Amelia Toledo- Memorandum regarding Education Expenses being reported on employee's W-2 Form\*\*

Controller Toledo reported on this item indicating that for the year 2010 and on the District will report the education expenses on the W-2 for the employee.

After recommending that Staff investigate as to whether or not the District need to report the rent expenses to the IRS the Committee recommended presenting the Memorandum regarding Education Expenses to the Board.

- B. Amelia Toledo- Billing Certification, (Requested by Director Halliwill)\*\*

Controller Toledo briefly reported on this item.

The Committee recommended presenting the Billing Certification to the Board.

6. Action List

- Toledo- Reporting of rent expenses to the IRS for the District houses  
Toledo- Review and amend the Cash and Investments Report Page  
Toledo- Include a report in December's agenda regarding Directors' stipend to be included in the District's payroll system.

**ADJOURNMENT**

Chairman Ball adjourned the meeting at 4:55 p.m.

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Dr. Blair Ball, Chairman to the  
Finance and Audit Committee of the  
Beaumont Cherry Valley Water District

## Check Register - Detail - Bank



AP5090

Date : Nov 29, 2010

Page : 1

Time : 7:43 am

Vendor : A&amp;A FENCE To ZETLMAIER

Check Dt. : 01-Nov-2010 To 29-Nov-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					
<b>7 ACCOUNTS PAYABLE</b>									
41455	02-Nov-2010	PITNEYBOW	EASYPERMIT POSTAGE	Issued		346	C		
Invoice Description: BILL POSTAGE									
4290/1010	1-5-5500-561	POSTAGE							3971.03
Invoice Total :									3971.03
Check # 41455 Total :									3971.03
-----									
41456	04-Nov-2010	AARONCOUCH COUCH, AARON		Issued		348	C		
Invoice Description: 2010 BOOT ALLOWANCE									
11/10	1-5-5300-508	UNIFORMS, EMPLOYEE BENEFITS							130.00
Invoice Total :									130.00
Check # 41456 Total :									130.00
-----									
41457	04-Nov-2010	ACWA	ACWA	Issued		348	C		
Invoice Description: 2011 AGENCY DUES									
10/10	1-1-1411-999	PREPAID DUES							13320.00
Invoice Total :									13320.00
Check # 41457 Total :									13320.00
-----									
41458	04-Nov-2010	AJ BUSINES	AJ BUSINESS MACHINES	Issued		348	C		
Invoice Description: HP REPAIR									
16752	1-5-5500-560	OFFICE EQUIP. MAINT. & REPAIRS							125.00
Invoice Total :									125.00
Check # 41458 Total :									125.00
-----									
41459	04-Nov-2010	ALSCO	ALSCO	Issued		348	C		
Invoice Description: 815 E. 12TH/PALM									
LYUM415523	1-5-5635-582	MAINTENANCE/REPAIR - 815 E. 12TH STREET							28.35
Invoice Total :									28.35
Invoice Description: 560 MAGNOLIA									
LYUM415524	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							26.25
Invoice Total :									26.25
Check # 41459 Total :									54.60
-----									
41460	04-Nov-2010	AVAYA	AVAYA INC	Issued		348	C		
Invoice Description: 09/27/10-10/26/10 PHONES									
2730472223	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							132.41
Invoice Total :									132.41
Check # 41460 Total :									132.41
-----									
41461	04-Nov-2010	B ACE HOME	BEAUMONT DO IT BEST HOME CENTER	Issued		348	C		
Invoice Description: WELL 21									
325824	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							42.12
Invoice Total :									42.12
Invoice Description: FIRE EXT METER ROOM/OLD ROLL UP									
325924	1-5-5700-590	SAFETY EQUIPMENT							149.10

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Check Dt. : 01-Nov-2010 To 29-Nov-2010

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

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 :	149.10		
Invoice Description:UNIT 10, HS YARD, DIESEL SITES										
325927	1-5-5200-513		MAINTENANCE EQUIPMENT (PUMPING)				47.06			
							Invoice Total :	47.06		
Invoice Description:YARD STOCK										
325941	1-5-5700-593		REPAIR VEHICLES AND TOOLS				188.07			
							Invoice Total :	188.07		
Invoice Description:UNIT 20, MSDS STATIONS										
325959	1-5-5200-513		MAINTENANCE EQUIPMENT (PUMPING)				86.33			
							Invoice Total :	86.33		
Invoice Description:WELL SIGNS										
325978	1-5-5700-590		SAFETY EQUIPMENT				6.51			
							Invoice Total :	6.51		
Invoice Description:CREDIT MEMO										
326109	1-5-5200-513		MAINTENANCE EQUIPMENT (PUMPING)				-15.43			
							Invoice Total :	-15.43		
Invoice Description:CHERRY SHOP REPAIR										
326137	1-5-5200-513		MAINTENANCE EQUIPMENT (PUMPING)				40.53			
							Invoice Total :	40.53		
Invoice Description:OFFICE BULBS										
326140	1-5-5610-582		MAINTENANCE - 560 MAGNOLIA AVE				19.88			
							Invoice Total :	19.88		
							Check # 41461 Total :	564.17		
-----										
41462	04-Nov-2010	BASICCHEMI	BASIC CHEMICAL SOLUTIONS LLC	Issued		348	C			
Invoice Description:WELL 23										
SI5795408	1-5-5200-511		TREATMENT & CHEMICALS				1681.81			
							Invoice Total :	1681.81		
Invoice Description:WELL 25										
SI5795409	1-5-5200-511		TREATMENT & CHEMICALS				1883.00			
							Invoice Total :	1883.00		
Invoice Description:WELL 26										
SI5795411	1-5-5200-511		TREATMENT & CHEMICALS				1442.97			
							Invoice Total :	1442.97		
							Check # 41462 Total :	5007.78		
-----										
41463	04-Nov-2010	BSAFE&LOCK	BEAUMONT SAFE & LOCK	Issued		348	C			
Invoice Description:LOCKS REKEYED FOR ALARM PADS										
51880	1-5-5500-560		OFFICE EQUIP.MAINT. & REPAIRS				130.00			
							Invoice Total :	130.00		
							Check # 41463 Total :	130.00		
-----										
41464	04-Nov-2010	CLEANBYDES	CLEAN BY DESIGN INC.	Issued		348	C			
Invoice Description:OCTOBER JANITORIAL										
3211	1-5-5500-557		OFFICE MAINTENANCE				875.00			

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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					
	1-5-5635-582	MAINTENANCE/REPAIR - 815 E. 12TH STREET							235.00
		Invoice Total :							1110.00
		Check # 41464 Total :							1110.00
41465	04-Nov-2010	CSMFO	CA SOCIETY OF MUNI. FINANCE OFFICERS	Cancelled			348 C		
		Invoice Description:Cancelled Invoice - PUBLIC INVESTING SEMINAR							
111810	1-5-5500-518	SEMINAR & TRAVEL EXPENSES							21.00
		Invoice Total :							21.00
		Check # 41465 Total :							0.00
41466	04-Nov-2010	EDISON	SOUTHERN CALIFORNIA EDISON	Issued			348 C		
		Invoice Description:2-29-011-0410							
0410/1010	1-5-5200-515	UTILITIES - ELECTRIC							31.38
		Invoice Total :							31.38
		Invoice Description:2-03-395-0783							
0783/1010	1-5-5630-515	ELECTRIC - 9781 AVENIDA MIRAVILLA							141.72
	1-5-5200-515	UTILITIES - ELECTRIC							1770.17
		Invoice Total :							1911.89
		Invoice Description:2-02-838-1192							
1192/1010	1-5-5200-515	UTILITIES - ELECTRIC							87.08
		Invoice Total :							87.08
		Invoice Description:2-04-017-1993							
1993/1010	1-5-5200-515	UTILITIES - ELECTRIC							97.52
		Invoice Total :							97.52
		Invoice Description:2-29-755-2648							
2648/1110	1-5-5200-515	UTILITIES - ELECTRIC							6867.87
		Invoice Total :							6867.87
		Invoice Description:2-30-136-2661							
2661/1010	1-5-5200-515	UTILITIES - ELECTRIC							18400.65
		Invoice Total :							18400.65
		Invoice Description:2-32-677-3264							
3264/1010	1-5-5200-515	UTILITIES - ELECTRIC							27.03
		Invoice Total :							27.03
		Invoice Description:2-02-599-3296							
3296/1010	1-5-5200-515	UTILITIES - ELECTRIC							520.79
		Invoice Total :							520.79
		Invoice Description:2-28-548-3756							
3756/1010	1-5-5635-515	ELECTRIC - 815 E. 12TH STREET							500.20
		Invoice Total :							500.20
		Invoice Description:2-04-003-3854							
3854/1010	1-5-5200-515	UTILITIES - ELECTRIC							952.96
		Invoice Total :							952.96
		Invoice Description:2-03-937-4889							
4889/1010	1-5-5200-515	UTILITIES - ELECTRIC							34058.56
		Invoice Total :							34058.56

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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:2-19-388-4988									
4988/1010	1-5-5200-515	UTILITIES - ELECTRIC							142.07
Invoice Total :									142.07
Invoice Description:2-13-846-5000									
5000/1010	1-5-5620-515	ELECTRIC - 13695 OAK GLEN ROAD							55.89
Invoice Total :									55.89
Invoice Description:2-24-794-5108									
5108/1010	1-5-5200-515	UTILITIES - ELECTRIC							22.57
Invoice Total :									22.57
Check # 41466 Total :									63676.46
41467	04-Nov-2010	EDISON	SOUTHERN CALIFORNIA EDISON	Issued			348	C	
Invoice Description:2-27-452-6094									
6094/1010	1-5-5200-515	UTILITIES - ELECTRIC							42244.31
Invoice Total :									42244.31
Invoice Description:2-13-678-7348									
7348/1010	1-5-5615-515	ELECTRIC - 12303 OAK GLEN ROAD							184.43
Invoice Total :									184.43
Invoice Description:2-13-772-8200									
8200/1010	1-5-5625-515	ELECTRIC - 13697 OAK GLEN ROAD							173.67
Invoice Total :									173.67
Invoice Description:2-26-082-9270									
9270/1010	1-5-5200-515	UTILITIES - ELECTRIC							26748.21
Invoice Total :									26748.21
Check # 41467 Total :									69350.62
41468	04-Nov-2010	ESBABCOCK	ES BABCOCK	Issued			348	C	
Invoice Description:B10,9,11,7,8 H2, I1,3 M2,3 N2, EDGAR, WELL4,6									
AJ01143-0034	1-5-5200-512	LAB TESTING							600.00
Invoice Total :									600.00
Check # 41468 Total :									600.00
41469	04-Nov-2010	FEDEX	FEDEX	Issued			348	C	
Invoice Description:ACWA VIDEOS									
7-267-69492	1-5-5500-561	POSTAGE							33.15
Invoice Total :									33.15
Check # 41469 Total :									33.15
41470	04-Nov-2010	FREEMANOFF	FREEMAN OFFICE PRODUCTS	Issued			348	C	
Invoice Description:OFFICE SUPPLIES									
449008-0	1-5-5500-555	OFFICE SUPPLIES							82.41
Invoice Total :									82.41
Check # 41470 Total :									82.41
41471	04-Nov-2010	GASCO	THE GAS COMPANY	Issued			348	C	
Invoice Description:07132135000									

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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					
5000/1110	1-5-5200-514	UTILITIES - GAS							14.30
Invoice Total :									14.30
Check # 41471 Total :									14.30
41472	04-Nov-2010	HALLIWILLJ	HALLIWILL, JOHN	Issued	348	C			
Invoice Description:3 MTGS, 2 NO CHARGE									
102110	1-5-5510-550	BOARD OF DIRECTOR FEES							200.00
Invoice Total :									200.00
Check # 41472 Total :									200.00
41473	04-Nov-2010	HOMEDEPOT	HOME DEPOT CREDIT SERVICES	Issued	348	C			
Invoice Description:6035 3220 1494 6184									
6184/1010	1-5-5200-625	STATE MANDATED CLEAN UP							102.23
	1-5-5300-534	MAINT METERS & SERVICES							50.32
	1-5-5700-590	SAFETY EQUIPMENT							177.58
	1-5-5700-590	SAFETY EQUIPMENT							28.60
	1-5-5700-593	REPAIR VEHICLES AND TOOLS							345.50
	1-5-5635-582	MAINTENANCE/REPAIR - 815 E. 12TH STREET							151.93
	1-5-5300-531	LINE LOCATES							51.09
	1-5-5500-555	OFFICE SUPPLIES							39.06
Invoice Total :									946.31
Check # 41473 Total :									946.31
41474	04-Nov-2010	INLANDWATE	INLAND WATER WORKS	Issued	348	C			
Invoice Description:Parts									
226810	1-1-1310-180	INVENTORY							152.00
	1-1-1310-180	INVENTORY							33.80
	1-1-1310-180	INVENTORY							2000.00
	1-5-5700-593	REPAIR VEHICLES AND TOOLS							31.50
	1-1-1310-180	INVENTORY							191.26
	1-5-5700-593	REPAIR VEHICLES AND TOOLS							2.76
Invoice Total :									2411.32
Check # 41474 Total :									2411.32
41475	04-Nov-2010	JONSFLAG	JON'S FLAGS & POLES INC.	Issued	348	C			
Invoice Description:Flags for main office									
F64881	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							160.00
	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							180.00
	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							10.00
	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							30.63
Invoice Total :									380.63
Check # 41475 Total :									380.63
41476	04-Nov-2010	MARIN, BLA	MARIN, BLANCA	Issued	348	C			
Invoice Description:TRAINING CLASS MILEAGE REIMBURSEMENT									
110110	1-5-5500-518	SEMINAR & TRAVEL EXPENSES							101.02
Invoice Total :									101.02
Check # 41476 Total :									101.02
41477	04-Nov-2010	METROCALL	USA MOBILITY WIRELESS INC.	Issued	348	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: FIELD PAGERS									
T0152081J	1-5-5610-580	TELEPHONE - 560 MAGNOLIA AVE							25.67
Invoice Total :									25.67
Check # 41477 Total :									25.67
-----									
41478	04-Nov-2010	NAPAAUTOPA	NAPA AUTO PARTS		Issued		348	C	
Invoice Description: UNIT 7									
665941	1-5-5700-593	REPAIR VEHICLES AND TOOLS							120.16
Invoice Total :									120.16
Invoice Description: UNIT 7 CREDIT MEMO									
666141	1-5-5700-593	REPAIR VEHICLES AND TOOLS							-51.66
Invoice Total :									-51.66
Invoice Description: UNIT 10									
666379	1-5-5700-593	REPAIR VEHICLES AND TOOLS							113.10
Invoice Total :									113.10
Check # 41478 Total :									181.60
-----									
41479	04-Nov-2010	ONLINE INF	ONLINE INFORMATION SERVICES		Issued		348	C	
Invoice Description: 118 REPORTS									
289050	1-5-5500-562	SUBSCRIPTIONS							348.60
Invoice Total :									348.60
Check # 41479 Total :									348.60
-----									
41480	04-Nov-2010	PACIFICALA	PACIFIC ALARM		Issued		348	C	
Invoice Description: 560 MAGNOLIA AVE									
R 97880	1-5-5500-557	OFFICE MAINTENANCE							206.50
Invoice Total :									206.50
Check # 41480 Total :									206.50
-----									
41481	04-Nov-2010	PATSPOTS	PAT'S POTS		Issued		348	C	
Invoice Description: 10/26/10--11/22/10									
12213	1-5-5700-601	RECHARGE FAC, CANYON & POND MAINTENANCE							310.00
Invoice Total :									310.00
Check # 41481 Total :									310.00
-----									
41482	04-Nov-2010	PRESTIGEMO	PRESTIGE MOBILE DETAIL		Issued		348	C	
Invoice Description: 2,16,20,15,19									
102610	1-5-5700-596	AUTO/EQUIPMENT OPERATION							80.00
Invoice Total :									80.00
Invoice Description: 19,20,5,11,22,4,8,7,9,13,18,14,12,10,15,2,16,1									
110210	1-5-5700-596	AUTO/EQUIPMENT OPERATION							304.00
Invoice Total :									304.00
Check # 41482 Total :									384.00
-----									
41483	04-Nov-2010	PRIORITYMA	PRIORITY MAILING SYSTEMS		Issued		348	C	
Invoice Description: BILLING ENVELOPES									
INV138278	1-5-5500-555	OFFICE SUPPLIES							2273.42

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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 :									2273.42
Check # 41483 Total :									2273.42
41484	04-Nov-2010	ROSSK000	ROSS, KEN	Issued	348	C			
Invoice Description:3 MTGS, 1 NO CHARGE, -100.00									
102110	1-5-5510-550	BOARD OF DIRECTOR FEES							300.00
Invoice Total :									300.00
Check # 41484 Total :									300.00
41485	04-Nov-2010	STAPLES	STAPLES ADVANTAGE	Issued	348	C			
Invoice Description:OFFICE & EQUIPMENT SUPPLIES									
8016778046	1-5-5500-555	OFFICE SUPPLIES							856.33
Invoice Total :									856.33
Check # 41485 Total :									856.33
41486	04-Nov-2010	TEAMCINEMA	TEAM CINEMA	Issued	348	C			
Invoice Description:BR Audio Equip Repair									
209	1-5-5500-560	OFFICE EQUIP.MAINT. & REPAIRS							2000.00
Invoice Total :									2000.00
Check # 41486 Total :									2000.00
41487	04-Nov-2010	TOMLARA	TOM LARA	Issued	348	C			
Invoice Description:DISTRICT YARDS & OFFICE MAINTENANCE									
1987	1-5-5700-598	LANDSCAPE MAINTENANCE	MISC	03					3450.00
Invoice Total :									3450.00
Invoice Description:NOV REC FAC									
1988	1-5-5700-601	RECHARGE FAC, CANYON & POND MAINTENANCE	MISC	03					500.00
Invoice Total :									500.00
Check # 41487 Total :									3950.00
41488	04-Nov-2010	TRICOUNTYP	TRI COUNTY PUMP CO	Issued	348	C			
Invoice Description:WELL 21 MOTOR									
00012442	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							1350.00
	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							180.00
	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							72.00
	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							150.00
	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							12.00
	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							3540.00
	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							154.36
Invoice Total :									5458.36
Check # 41488 Total :									5458.36
41489	04-Nov-2010	VERIZONIPI	VERIZON BUSINESS	Issued	348	C			
Invoice Description:6000066138									
60000661381010	1-5-5610-580	TELEPHONE - 560 MAGNOLIA AVE							1086.15
Invoice Total :									1086.15
Check # 41489 Total :									1086.15

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
41490	04-Nov-2010	NOTARY	NATIONAL NOTARY ASSOCIATION	Issued	350	C			
Invoice Description: BOND & SUPPLIES									
110410	1-5-5500-555	OFFICE SUPPLIES							195.58
Invoice Total :									195.58
Check # 41490 Total :									195.58
41491	18-Nov-2010	ACTIONTRUE	ACTION TRUE VALUE HARDWARE	Issued	354	C			
38399	1-5-5700-597	MAINT GENERAL PLANT (BUILDINGS)	MISC	03					10.42
	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)	MISC	03					20.00
	1-5-5700-590	SAFETY EQUIPMENT	MISC	03					5.97
	1-5-5700-593	REPAIR VEHICLES AND TOOLS	MISC	03					6.52
	1-5-5700-596	AUTO/EQUIPMENT OPERATION	MISC	03					3.57
	1-5-5300-534	MAINT METERS & SERVICES	MISC	03					172.23
	1-5-5700-597	MAINT GENERAL PLANT (BUILDINGS)	MISC	03					17.75
Invoice Total :									236.46
Invoice Description: SUPPLIES									
38460	1-5-5700-590	SAFETY EQUIPMENT	MISC	03					26.48
	1-5-5200-512	LAB TESTING	MISC	03					11.95
	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT	MISC	03					29.64
	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)	MISC	03					60.41
Invoice Total :									128.48
Check # 41491 Total :									364.94
41492	18-Nov-2010	ALSCO	ALSCO	Issued	354	C			
Invoice Description: 560 MAGNOLIA									
LYUM410386	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							26.25
Invoice Total :									26.25
Invoice Description: 815 E 12TH									
LYUM420662	1-5-5635-582	MAINTENANCE/REPAIR - 815 E. 12TH STREET							28.35
Invoice Total :									28.35
Invoice Description: 560 MAGNOLIA									
LYUM420663	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							26.25
Invoice Total :									26.25
Check # 41492 Total :									80.85
41493	18-Nov-2010	ARCO	ARCO GASPRO PLUS	Issued	354	C			
Invoice Description: 10/03/10-11/02/10 FUEL									
NP27319777	1-5-5700-589	AUTO/FUEL							5440.03
Invoice Total :									5440.03
Check # 41493 Total :									5440.03
41494	18-Nov-2010	AUTOVALUE	STAR AUTO PARTS	Issued	354	C			
Invoice Description: UNIT 7									
5-560485	1-5-5700-592	REPAIR & MAINT OF GEN EQUIPMENT							20.58
Invoice Total :									20.58
Check # 41494 Total :									20.58
41495	18-Nov-2010	B ACE HOME	BEAUMONT DO IT BEST HOME CENTER	Issued	354	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:CHERRY SHOP REPAIRS									
326154	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							34.31
Invoice Total :									34.31
Invoice Description:WELL 12 & 19 ROOFING									
326213	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							253.69
Invoice Total :									253.69
Invoice Description:CANYON ROOF REPAIR									
326236	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							41.29
Invoice Total :									41.29
Invoice Description:WELL BUILDINGS									
326351	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							18.78
Invoice Total :									18.78
Invoice Description:12TH & PALM UNIVERSAL WASTE PAILS									
326455	1-5-5635-582	MAINTENANCE/REPAIR - 815 E. 12TH STREET							20.18
Invoice Total :									20.18
Invoice Description:WELL BUILDINGS SAFETY REPAIR									
326871	1-5-5700-590	SAFETY EQUIPMENT							98.94
Invoice Total :									98.94
Check # 41495 Total :									467.19
41496	18-Nov-2010	BCVWD	BCVWD PETTY CASH		Issued		354	C	
Invoice Description:OCTOBER 2010									
111710	1-5-5500-519	EDUCATION EXPENSES							146.62
	1-5-5500-555	OFFICE SUPPLIES							39.22
Invoice Total :									185.84
Check # 41496 Total :									185.84
41497	18-Nov-2010	BSAFE&LOCK	BEAUMONT SAFE & LOCK		Issued		354	C	
Invoice Description:560 MAGNOLIA DOOR REPAIR									
52064	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							114.00
Invoice Total :									114.00
Invoice Description:WELL 23 LOCK REPAIR									
52068	1-5-5200-513	MAINTENANCE EQUIPMENT (PUMPING)							49.00
Invoice Total :									49.00
Check # 41497 Total :									163.00
41498	18-Nov-2010	CALTOOL	CALIFORNIA TOOL & WELDING		Issued		354	C	
Invoice Description:OXY/ACETYLENE									
DC36488	1-5-5500-563	MISCELLANEOUS OPERATING SUPPLIES							46.80
Invoice Total :									46.80
Invoice Description:OXY/ACETYLENE									
DC38480	1-5-5500-563	MISCELLANEOUS OPERATING SUPPLIES							46.80
Invoice Total :									46.80
Check # 41498 Total :									93.60
41499	18-Nov-2010	CITYOFB	CITY OF BEAUMONT		Issued		354	C	

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Description: 11-002617-01									
1701/1010	1-5-5610-581	SANITATION - 560 MAGNOLIA AVE							47.54
Invoice Total :									47.54
Check # 41499 Total :									47.54
-----									
41500	18-Nov-2010	CR&R INC	CR&R INC	Issued	354	C			
Invoice Description: 11083 CHERRY AVE									
0057646	1-5-5640-581	SANITATION - 11083 CHERRY AVE							228.27
Invoice Total :									228.27
Check # 41500 Total :									228.27
-----									
41501	18-Nov-2010	CVNURSERY	CHERRY VALLEY NURSERY	Issued	354	C			
Invoice Description: PALM ISLAND LEAK									
12112	1-5-5300-530	MAINT PIPELINE/FIRE HYDRANT							112.67
Invoice Total :									112.67
Check # 41501 Total :									112.67
-----									
41502	18-Nov-2010	DEPHEALTH	CA. DEPT OF PUBLIC HEALTH	Issued	354	C			
Invoice Description: DWAN LEE GRADE 1									
11/10 LEE	1-5-5200-519	EDUCATION EXPENSES							55.00
Invoice Total :									55.00
Check # 41502 Total :									55.00
-----									
41503	18-Nov-2010	DEPTOFENVI	DEPT OF ENVIRONMENTAL HEALTH	Issued	354	C			
Invoice Description: AEODISCAPSA 11-12010									
11-12010	1-5-5200-625	STATE MANDATED CLEAN UP							10000.00
Invoice Total :									10000.00
Check # 41503 Total :									10000.00
-----									
41504	18-Nov-2010	DMV	DMV	Issued	354	C			
Invoice Description: SE431699 RENEWAL									
11/10	1-5-5700-596	AUTO/EQUIPMENT OPERATION							23.00
Invoice Total :									23.00
Check # 41504 Total :									23.00
-----									
41505	18-Nov-2010	EMEDCO	EMEDCO	Issued	354	C			
Invoice Description: Signs for Well buildings									
9313125476/113676	1-5-5700-590	SAFETY EQUIPMENT							240.38
	1-5-5700-590	SAFETY EQUIPMENT							543.50
	1-5-5700-590	SAFETY EQUIPMENT							71.56
	1-5-5700-590	SAFETY EQUIPMENT							833.70
	1-5-5700-590	SAFETY EQUIPMENT							1011.40
	1-5-5700-590	SAFETY EQUIPMENT							54.22
Invoice Total :									2754.76
-----									
Invoice Description: Safty Equipment									
9313217206	1-5-5700-590	SAFETY EQUIPMENT							142.49
	1-5-5700-590	SAFETY EQUIPMENT							155.38
	1-5-5700-590	SAFETY EQUIPMENT							27.95
	1-5-5700-590	SAFETY EQUIPMENT							118.98

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Invoice #			Account No.		Account Description		1099 Type	1099 Box	Amount
Invoice Total :									444.80
Check # 41505 Total :									3199.56
41506	18-Nov-2010	ESBABCOCK	ES BABCOCK			Issued	354	C	
Invoice Description: B1,6,10,11,4,7,8,9,H1,2,I1,2,M1,3,N3,4									
AJ02835-0034		1-5-5200-512	LAB TESTING						640.00
Invoice Total :									640.00
Invoice Description: CHERRY & VINELAND RESV									
AK00030-0034		1-5-5200-512	LAB TESTING						30.00
Invoice Total :									30.00
Invoice Description: WELL 14 & 6									
AK00048-0034		1-5-5200-512	LAB TESTING						80.00
Invoice Total :									80.00
Invoice Description: B12,2,3,5,I1,3									
AK00049-0034		1-5-5200-512	LAB TESTING						240.00
Invoice Total :									240.00
Check # 41506 Total :									990.00
41507	18-Nov-2010	FEDEX	FEDEX			Issued	354	C	
Invoice Description: POSTAGE									
7-275-63478		1-5-5500-561	POSTAGE						26.68
Invoice Total :									26.68
Check # 41507 Total :									26.68
41508	18-Nov-2010	HARBORTRUC	HARBOR TRUCK BODIES INC			Issued	354	C	
Invoice Description: Replace tail gate on dump truck									
12568		1-5-5700-593	REPAIR VEHICLES AND TOOLS						400.00
		1-5-5700-593	REPAIR VEHICLES AND TOOLS						45.00
		1-5-5700-593	REPAIR VEHICLES AND TOOLS						250.00
		1-5-5700-593	REPAIR VEHICLES AND TOOLS						35.00
Invoice Total :									730.00
Check # 41508 Total :									730.00
41509	18-Nov-2010	HUDECS	HUDECS COMPUTER CONSULTING			Issued	354	C	
Invoice Description: 10/11/10-10/29/10									
19417A		1-5-5500-578	IT SUPPORT/SOFTWARE SUPPORT						695.06
Invoice Total :									695.06
Check # 41509 Total :									695.06
41510	18-Nov-2010	INLANDWATE	INLAND WATER WORKS			Issued	354	C	
Invoice Description: Parts									
227203		1-1-1310-180	INVENTORY						240.95
		1-5-5300-531	LINE LOCATES						150.00
		1-1-1310-180	INVENTORY						21.08
		1-5-5300-531	LINE LOCATES						13.13
Invoice Total :									425.16
Check # 41510 Total :									425.16

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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
41511	18-Nov-2010	MACROCOMML	MACRO COMMUNICATIONS	Issued	354	C			
Invoice Description:OCTOBER & NOVEMBER 2010									
5417	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							300.00
Invoice Total :									300.00
Check # 41511 Total :									300.00
41512	18-Nov-2010	MARIN, BLA	MARIN, BLANCA	Issued	354	C			
Invoice Description:NOTARY CLASS/EXAM									
11/10	1-5-5500-519	EDUCATION EXPENSES							89.00
Invoice Total :									89.00
Check # 41512 Total :									89.00
41513	18-Nov-2010	MIKEMCGEOR	MIKE MCGEORGE GOPHER CONTROL	Issued	354	C			
Invoice Description:MONTHLY GOPHER SERVICE									
20349	1-5-5700-601	RECHARGE FAC, CANYON & POND MAINTENANCE							250.00
Invoice Total :									250.00
Check # 41513 Total :									250.00
41514	18-Nov-2010	NINOS	NINO'S	Issued	354	C			
Invoice Description:DIESEL									
206017	1-5-5700-589	AUTO/FUEL							190.23
Invoice Total :									190.23
Check # 41514 Total :									190.23
41515	18-Nov-2010	PACIFICALA	PACIFIC ALARM	Issued	354	C			
Invoice Description:1 HOLD UP BUTTON									
P 81758	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							85.00
Invoice Total :									85.00
Invoice Description:ADDED DOOR ALARM CONTROLS									
P 81759	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							2187.00
Invoice Total :									2187.00
Invoice Description:3 FRONT COUNTER HOLDUP BUTTONS									
P81714	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							235.00
Invoice Total :									235.00
Check # 41515 Total :									2507.00
41516	18-Nov-2010	PRESTIGEMO	PRESTIGE MOBILE DETAIL	Issued	354	C			
Invoice Description:UNITS 2,20,16,15									
110910	1-5-5700-596	AUTO/EQUIPMENT OPERATION							64.00
Invoice Total :									64.00
Invoice Description:UNITS 12,18,22,7,8,19,20,6,14,13,9,5,3,10,11,2,16,15,1									
111510	1-5-5700-596	AUTO/EQUIPMENT OPERATION							304.00
Invoice Total :									304.00
Check # 41516 Total :									368.00
41517	18-Nov-2010	RANCHOPASE	RANCHO PASEO MEDICAL	Issued	354	C			



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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
Invoice Description:EMPLY DRUG SCREEN									
110510	1-5-5500-567	EMPLOYEE MEDICAL/FIRST AID							25.00
Invoice Total :									25.00
Check # 41517 Total :									25.00
41518	18-Nov-2010	REDWINE	REDWINE AND SHERRILL	Issued	354	C			
Invoice Description:OCTOBER 2010									
1010001	1-5-5810-611	GENERAL LEGAL	MISC	03					7465.00
	2-1-0813-700	GENERAL	MISC	03					292.50
Invoice Total :									7757.50
Check # 41518 Total :									7757.50
41519	18-Nov-2010	ROSSK000	ROSS, KEN	Issued	354	C			
Invoice Description:2 MTGS, -100.00									
111010	1-5-5510-550	BOARD OF DIRECTOR FEES							300.00
Invoice Total :									300.00
Check # 41519 Total :									300.00
41520	18-Nov-2010	SAFEGUARD	SAFEGUARD	Issued	354	C			
Invoice Description:DOOR HANGER TAGS									
026453984	1-5-5500-555	OFFICE SUPPLIES							980.38
Invoice Total :									980.38
Check # 41520 Total :									980.38
41521	18-Nov-2010	SGPWA	SAN GORGONIO PASS WATER AGENCY	Issued	354	C			
Invoice Description:808 AF @ 317.00									
2010-10	1-5-5200-620	STATE PROJECT WATER PURCHASED							256136.00
Invoice Total :									256136.00
Check # 41521 Total :									256136.00
41522	18-Nov-2010	STAPLES	STAPLES ADVANTAGE	Issued	354	C			
Invoice Description:OFFICE SUPPLIES									
8016834305	1-5-5500-555	OFFICE SUPPLIES							43.48
Invoice Total :									43.48
Invoice Description:OFFICE SUPPLIES									
8016890303	1-5-5500-555	OFFICE SUPPLIES							321.57
Invoice Total :									321.57
Check # 41522 Total :									365.05
41523	18-Nov-2010	STELLAPARK	PARKS, STELLA	Issued	354	C			
Invoice Description:4 MTGS, 1 NO CHARGE									
111010	1-5-5510-550	BOARD OF DIRECTOR FEES							600.00
Invoice Total :									600.00
Check # 41523 Total :									600.00
41524	18-Nov-2010	TERMINIX	TERMINIX	Issued	354	C			
Invoice Description:560 MAGNOLIA AVE									



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Invoice #	Account No.	Account Description	1099 Type	1099 Box					
299327630	1-5-5610-582	MAINTENANCE - 560 MAGNOLIA AVE							49.00
Invoice Total :									49.00
Check # 41524 Total :									49.00
41525	18-Nov-2010	UNDERGROUN UNDERGROUND SERVICE ALERT	Issued	354	C				
Invoice Description:70 TICKETS									
1020100045	1-5-5300-531	LINE LOCATES							105.00
Invoice Total :									105.00
Check # 41525 Total :									105.00
41526	18-Nov-2010	VADIM	Issued	354	C				
Invoice Description:CR MODIFICATIONS									
I-VU00216	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							2040.00
Invoice Total :									2040.00
Check # 41526 Total :									2040.00
41527	18-Nov-2010	VERIZON	Issued	354	C				
Invoice Description:012569112623536010									
0159/1011	1-5-5610-580	TELEPHONE - 560 MAGNOLIA AVE							148.53
Invoice Total :									148.53
Invoice Description:012569112653955509									
1549/1110	1-5-5635-580	TELEPHONE - 815 E. 12TH STREET							73.70
Invoice Total :									73.70
Invoice Description:1144739781									
9781/1110	1-5-5610-580	TELEPHONE - 560 MAGNOLIA AVE							119.99
Invoice Total :									119.99
Check # 41527 Total :									342.22
41528	18-Nov-2010	VERIZONCRE	Issued	354	C				
Invoice Description:FIOS ROUTERS									
537170	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							139.29
Invoice Total :									139.29
Check # 41528 Total :									139.29
41529	18-Nov-2010	WASTE MANA	Issued	354	C				
Invoice Description:ODA TRASH									
201010000339	1-5-5700-601	RECHARGE FAC, CANYON & POND MAINTENANCE							16.00
Invoice Total :									16.00
Check # 41529 Total :									16.00
41530	18-Nov-2010	WASTEMANAG	Issued	354	C				
Invoice Description:815 E 12TH									
0568398-2371-5	1-5-5635-581	SANITATION - 815 E. 12TH STREET							238.25
Invoice Total :									238.25
Invoice Description:560 MAGNOLIA AVE									
0568399-2371-3	1-5-5610-581	SANITATION - 560 MAGNOLIA AVE							119.40

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Invoice #	Account No.	Account Description	1099 Type	1099 Box	Amount				
					Invoice Total :	119.40			
					Check # 41530 Total :	357.65			
41531	18-Nov-2010	WELLSFARGO	WELLS FARGO REMITTANCE CENTER	Issued	354	C			
Invoice Description:5569 1900 0012 3720									
3720/1110	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							108.74
	1-5-5500-518	SEMINAR & TRAVEL EXPENSES							50.60
	1-5-5300-518	SEMINAR & TRAVEL EXPENSES							45.61
					Invoice Total :	204.95			
					Check # 41531 Total :	204.95			
41532	18-Nov-2010	WOLLR000	WOLL, RYAN	Issued	354	C			
Invoice Description:2 MTGS, -200.00									
111010	1-5-5510-550	BOARD OF DIRECTOR FEES							200.00
					Invoice Total :	200.00			
					Check # 41532 Total :	200.00			
41533	18-Nov-2010	XEROX	XEROX CORPORATION	Issued	354	C			
Invoice Description:OCTOBER COPIER USAGE									
051354530	1-5-5500-556	OFFICE EQUIPMENT/SERVICE AGREEMENTS							1284.86
					Invoice Total :	1284.86			
					Check # 41533 Total :	1284.86			
41534	23-Nov-2010	LFGSOLUTIO	LFG SOLUTIONS	Issued	357	C			
Invoice Description:13,686 RATE INCREASE NOTIFICATION									
2846	1-5-5500-573	MISCELLANEOUS EXPENSES			MISC	03			5713.91
					Invoice Total :	5713.91			
					Check # 41534 Total :	5713.91			
Total Computer Paid :		483,587.43	Total EFT - PAP Paid :		0.00	Total Paid :		483,587.43	
Total Manually Paid :		0.00	Total EFT - File Paid :		0.00				

## Check Register - Detail - Bank



AP5090

Date : Nov 29, 2010

Page : 1

Time : 7:46 am

Vendor : A&amp;A FENCE To ZETLMAIER

Check Dt. : 01-Nov-2010 To 29-Nov-2010

Bank : 10 To 10

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	
Invoice #	Account No.	Account Description	1099 Type	1099 Box	Amount				
10 CUSTOMER REFUNDS									
1005	04-Nov-2010	ROBID001	ROBINSON, DERRICK	Issued	347	C			
Invoice Description:METER TEST DEPOSIT REFUNDED									
394945	1-4-4010-411	MISCELLANEOUS INCOME							50.00
Invoice Total :									50.00
Check # 1005 Total :									50.00
-----									
1006	18-Nov-2010	STMP001021	CLEAN STREET	Issued	355	C			
Invoice Description:Refund on account 098-8804-008.									
Invoice Total :									0.00
Check # 1006 Total :									307.71
-----									
1007	18-Nov-2010	STMP001022	HOWE, SUSAN	Issued	355	C			
Invoice Description:Refund on account 021-0734-002.									
Invoice Total :									0.00
Check # 1007 Total :									96.76
-----									
Total Computer Paid :		454.47	Total EFT - PAP Paid :		0.00	Total Paid :		454.47	
Total Manually Paid :		0.00	Total EFT - File Paid :		0.00				

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## ***Memorandum***

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**Date:** December 2, 2010  
**From:** Anthony Lara, Interim General Manager  
**To:** Finance and Audit Committee  
**Subject:** Invoice Pending Payment

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Attached please find copies of the professional services invoices which are pending payment. Total amount pending approval is \$ 38,090.35

Vendor Name	Invoice No.	Amount
Parsons Infrastructure	10110155	\$28,855.10
Wildermuth Environmental Inc	2010712	\$1,567.75
Redwine & Sherrill	1110001	\$7,667.50
		<u><b>\$38,090.35</b></u>

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**Recommendation:** That the Finance and Audit Committee presents the Pending Invoices to the Board for approval.

**MEMORANDUM**

November 5, 2010

**TO:** Tony Lara, Interim General Manager  
**FROM:** Steve Gratwick  
**SUBJECT:** Work During Billing Period: 9/25/10 through 10/29/10  
Invoice No. 10110155

---

During this past billing period we performed the following tasks:

Task 01000 – General:

- Administration ..... \$502.50
- Revisions to Landscape Maintenance Service RFP and Agreement ..... \$680.00
- Plan Check - WinCo Foods (Formally ProLogis) ..... \$1,410.00
- Aim All Storage – Field Notes and Costs Research ..... \$1,530.00
- Work Plan - Hazardous Waste Remediation of Soil ..... \$10,720.00
- Health and Safety Plan - Hazardous Waste Remediation Plan ..... \$13,095.57

Task 89000 – Master Plan Update:

- Update demands and hydraulic model for 2650/2520/2370 Pressure Zones ..... \$850.00

Task 10018 – Ring Ranch Road Extension:

- ODCs (Converse Consultants – Repro for Final Compaction Report) ..... \$67.03

TOTAL \$28,855.10



**WILDERMUTH™**  
ENVIRONMENTAL INC.

Wildermuth Environmental  
23692 Birtcher Drive  
Lake Forest, CA 92630  
949.420.3030

**HOLD INVOICE**  
**Board Approval Required**  
*[Signature]*

Beaumont Cherry Valley Water District  
Anthony L. Lara  
560 Magnolia Ave.  
Beaumont, CA 92223-2258

Invoice number 2010712  
Date 11/11/2010

Project: **035-010 BMZ Antidegradation Analysis -  
BCVWD Share**

Professional Services for the Period: October 1, 2010 through October 31, 2010

The following work was completed during this billing period:

\* Prepared a detailed data request of water supply and demand, recycled water, and supplemental water recharge planning projections for the 2010 through 2040 period. Data request was sent via email to Dave Dillon (Beaumont), Tony Lara (BCVWD), Joe Zoba (YVWD), Duane Burk (Banning), and Jeff Davis (Pass Agency).

\* Reviewed planning projection data received from the BCVWD. Coordinated with Joe Reichenberger to clarify the information provided and request additional data needed as input for the Beaumont Management Zone TDS/N model.

\* Reviewed planning projection data received from the City of Beaumont. Coordinated with Dave Dillon to clarify the information provided.

\* Corresponded with Jeff Davis from the San Geronio Pass Water Agency to obtain information and data related to their planned recharge basin construction on Noble Creek.

\* Set up Excel spreadsheets to input the water supply and demand, recycled water, and supplemental water recharge planning projections for the 2010 through 2040 period for use in the Constantly Stirred Reactor Model.

\* Set up the Constantly Stirred Reactor model for input of all data associated with recharge to and discharge from the Beaumont Management Zone.

\* Prepared for and attended the October 21, 2010 meeting at the Regional Board to review the California Water Code Section 13267 Order issued to the City of Beaumont, the BCVWD, and the YVWD. The meeting was attended by Cindy Li, Gary Stewart, Najah Amin, Tony Lara, Kishen Prathivadi, Hisam Baqai, Joe Zoba, Jennifer Ares, Tim Moore, Mark Wildermuth, and Samantha Adams.

#### Professional Services

	Hours	Rate	Billed Amount
Mark J. Wildermuth	3.75	215.00	806.25
Samantha S. Adams	5.00	150.00	750.00
Professional Services subtotal	8.75		1,556.25

#### Other Direct Costs

	Units	Rate	Billed Amount
Miles	18.00	0.50	9.00
Tolls			2.50
Other Direct Costs subtotal			11.50
Invoice total			<b>1,567.75</b>

Please note the above billing rates include a 5% recession reduction

LAW OFFICES  
REDWINE AND SHERRILL  
STATEMENT FOR PROFESSIONAL SERVICES

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

November 29, 2010

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

For Services Rendered During November 2010

Legal Fees due for Month	\$ 7,012.00
Costs Advanced for Month	\$ 655.00
CURRENT AMOUNT DUE	\$ 7,667.50

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

	<b>Actual Current Month</b>	<b>Actual YTD</b>	<b>Adopted Budget</b>	<b>Budget Remaining</b>	<b>Percent to Budget</b>
<b>Operating revenues:</b>					
Water consumption sales	542,534	3,611,079	4,329,564	718,485	83.41%
Water service charges	121,016	1,451,980	1,863,415	411,435	77.92%
Water importation surcharges	152,959	866,874	996,851	129,977	86.96%
Water pumping power surcharges	199,460	1,137,079	1,311,650	174,571	86.69%
Development and installation charges	5,837	220,918	160,000	(60,918)	138.07%
Other charges for services	21,984	299,795	259,000	(40,795)	115.75%
<b>Total operating revenues</b>	<b>1,043,789</b>	<b>7,587,726</b>	<b>8,920,480</b>	<b>1,332,754</b>	<b>85.06%</b>
<b>Operating expenses:</b>					
Source of supply	431,320	2,749,378	3,071,820	322,442	89.50%
Transmission and distribution	60,314	747,843	1,033,700	285,857	72.35%
Customer accounts	14,551	151,614	183,400	31,786	82.67%
Maintenance & general plant	18,167	252,524	393,400	140,876	64.19%
In-House engineering	7,335	92,449	112,012	19,563	82.54%
Professional services	33,780	193,270	290,000	96,730	66.64%
Administrative	144,297	1,307,285	2,291,300	984,015	57.05%
<b>Total operating expenses</b>	<b>709,765</b>	<b>5,494,363</b>	<b>7,375,632</b>	<b>1,881,269</b>	<b>74.49%</b>
<b>Operating income before depreciation</b>	<b>334,024</b>	<b>2,093,363</b>	<b>1,544,848</b>	<b>(548,515)</b>	<b>135.51%</b>
<b>Depreciation</b>	<b>(168,779)</b>	<b>(1,687,793)</b>	<b>(2,025,351)</b>	<b>(337,558)</b>	<b>83.33%</b>
<b>Operating Income(loss)</b>	<b>165,245</b>	<b>405,570</b>	<b>(480,503)</b>	<b>(886,073)</b>	
<b>Non-operating revenue(expense):</b>					
Interest earnings	2,658	31,051	51,000	19,949	60.88%
Rental income	1,314	19,065	30,800	11,735	61.90%
Other non-operating revenues	55	25,905	15,000	(10,905)	172.70%
Other non-operating expenses	-	84,969	84,969	(0)	
<b>Total non-operating revenues(expenses), net</b>	<b>4,027</b>	<b>(8,950)</b>	<b>11,831</b>	<b>20,781</b>	<b>-75.64%</b>
<b>Net income(loss) before capital contributions</b>	<b>169,272</b>	<b>396,621</b>	<b>(468,672)</b>	<b>(865,293)</b>	
<b>Capital contributions:</b>					
Facilities charges	2,531	646,919	272,402	374,517	237.49%
Front footage fees	0	0	0	0	0
<b>Total capital contributions</b>	<b>2,531</b>	<b>646,919</b>	<b>272,402</b>	<b>374,517</b>	
<b>Change in net assets</b>	<b>171,802</b>	<b>1,043,539</b>	<b>(196,270)</b>	<b>1,239,809</b>	



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

	<u>Current Month</u>	<u>Actual - YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>Percent to Budget</u>
<b>Operating revenues:</b>					
<b>Water consumption sales</b>					
DOMESTIC WATER SALES	537,447	3,411,727	4,074,564	662,837	83.73%
IRRIGATION WATER SALES	-	24,881	30,000	5,119	82.94%
CONSTRUCTION WATER SALES	5,087	92,665	125,000	32,335	74.13%
RECHARGE INCOME (CITY OF BANNING)	-	81,805	100,000	18,195	81.81%
<b>Water service charges (meter charge)</b>					
SERVICE CHARGES	121,016	1,451,980	1,863,415	411,435	77.92%
<b>Water importation surcharge</b>	152,959	866,874	996,851	129,977	86.96%
<b>Water pumping power surcharge</b>	199,460	1,137,079	1,311,650	174,571	86.69%
<b>Development and installation charges</b>					
INSTALLATION CHARGES	3,015	140,149	100,000	(40,149)	140.15%
DEVELOPMENT INCOME	2,822	80,769	60,000	(20,769)	134.62%
<b>Other charges for services</b>					
REIMB. CUST. DAMAGES/UPGRADES/WELLS	25	108,110	30,000	(78,110)	360.37%
BACKFLOW DEVICES	3,039	24,262	22,500	(1,762)	107.83%
RETURNED CHECK FEES	240	1,520	3,500	1,980	43.43%
TURN ONS	2,360	28,560	36,000	7,440	79.33%
THIRD NOTICE CHARGE	5,775	64,735	76,000	11,265	85.18%
PENALTIES	10,545	72,607	91,000	18,393	79.79%
	<u>21,984</u>	<u>299,795</u>			
<b>Total operating revenues</b>	<u>1,043,789</u>	<u>7,587,726</u>	<u>8,920,480</u>	<u>1,332,754</u>	<u>85.06%</u>
<b>Operating expenses:</b>					
<b>Source of supply</b>					
STATE PROJECT WATER PURCHASED	236,482	1,196,675	570,600	(626,075)	209.72%
HEALTH INSURANCE	4,908	40,740	55,000	14,260	74.07%
RETIREMENT/CALPERS	5,346	49,784	65,000	15,216	76.59%
LABOR	17,112	175,061	275,000	99,939	63.66%
BEREAVEMENT/SEMINAR/JURY DUTY	-	379	1,000	621	37.86%
SICK LEAVE	948	5,563	4,500	(1,063)	123.61%
VACATION	-	4,405	6,000	1,595	73.42%
HOLIDAYS	189	6,122	9,500	3,378	64.45%
LIFE INSURANCE	142	1,132	1,600	468	70.75%
UNIFORMS, EMPLOYEE BENEFITS	-	557	1,000	443	55.71%
TREATMENT & CHEMICALS	-	28,811	160,000	131,189	18.01%
LAB TESTING	1,595	43,366	45,000	1,634	96.37%
MAINTENANCE EQUIPMENT (PUMPING) 81088	13,056	105,519	160,000	54,481	65.95%
UTILITIES - GAS	16	129	120	(9)	107.66%
UTILITIES - ELECTRIC	145,360	1,074,780	1,700,000	625,220	63.22%
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	1,772	5,057	10,000	4,943	50.57%
STATE MANDATE CLEAN UP	4,393	10,433	0	(10,433)	0.00%
<b>Total Source of supply</b>	<u>431,320</u>	<u>2,749,378</u>	<u>3,071,820</u>	<u>322,442</u>	<u>89.50%</u>
<b>Transmission and distribution</b>					
HEALTH INSURANCE	12,075	114,752	115,000	248	99.78%
RETIREMENT/CALPERS	8,037	102,737	110,000	7,263	93.40%

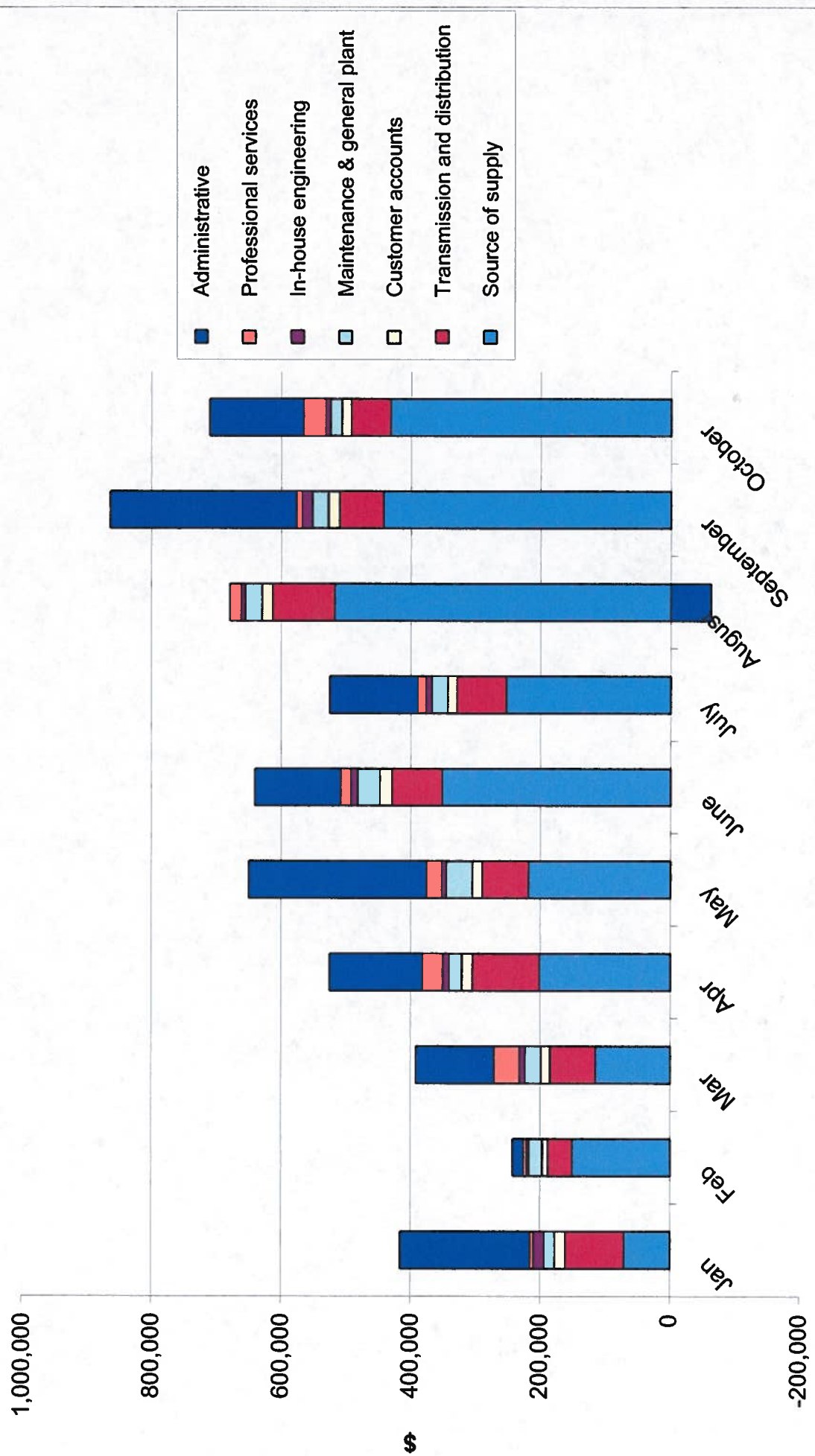
**Beaumont-Cherry Valley Water District**  
**Statements of Revenues, Expenses, and Changes in Net Assets**  
**Detailed**  
**Unaudited Through October 31, 2010**

	<u>Current Month</u>	<u>Actual - YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>Percent to Budget</u>
LABOR	23,283	299,836	370,000	70,164	81.04%
BEREAVEMENT/SEMINAR/JURY DUTY	-	2,015	2,400	385	83.95%
SICK LEAVE	2,677	20,304	18,000	(2,304)	112.80%
VACATION	1,014	11,182	24,000	12,818	46.59%
HOLIDAYS	-	12,540	24,000	11,460	52.25%
LIFE INSURANCE	225	2,533	3,100	567	81.72%
UNIFORMS, EMPLOYEE BENEFITS	47	2,410	3,200	791	75.30%
SEMINAR & TRAVEL EXPENSES	-	710	1,000	290	71.00%
EDUCATION EXPENSES	90	245	2,000	1,755	12.25%
WORKER'S COMPENSATION INSURANCE	2,593	15,149	15,000	(149)	100.99%
MAINT PIPELINE/FIRE HYDRANT	1,836	30,597	95,000	64,403	32.21%
LINE LOCATES	122	1,932	3,500	1,568	55.21%
MAINT METERS & SERVICES	6,122	106,015	175,000	68,985	60.58%
BACKFLOW DEVICES	-	-	500	500	0.00%
MAINTENANCE RESERVOIRS/TANKS	-	4,452	10,000	5,548	44.52%
MAINTENANCE PRESSURE REGULATORS	-	-	12,000	12,000	0.00%
INSPECTIONS	2,226	19,139	35,000	15,861	54.68%
INVENTORY ADJUSTMENT	-	-	0	0	-
INVENTORY PURCHASE DISCOUNTS	(33)	(2,030)	(5,000)	(2,970)	40.60%
OBSOLETE OR DAMAGED INVENTORY	-	65	20,000	19,935	0.32%
PROPERTY THEFT	-	3,258	0	(3,258)	-
<b>Total transmission and distribution</b>	<b>60,314</b>	<b>747,843</b>	<b>1,033,700</b>	<b>285,857</b>	<b>72.35%</b>
<b>Customer accounts</b>					
HEALTH INSURANCE	3,031	28,067	34,000	5,933	82.55%
RETIREMENT/CALPERS	2,287	25,895	31,000	5,105	83.53%
LABOR	7,758	77,791	99,000	21,209	78.58%
BEREAVEMENT/SEMINAR/JURY DUTY	-	195	1,000	805	19.54%
SICK LEAVE	120	4,452	3,000	(1,452)	148.40%
VACATION	397	5,464	4,000	(1,464)	136.60%
HOLIDAYS	189	3,975	6,500	2,525	61.15%
LIFE INSURANCE	62	631	800	169	78.86%
UNIFORMS, EMPLOYEE BENEFITS	-	587	800	213	73.34%
EDUCATION EXPENSES	-	-	1,000	1,000	0.00%
WORKER'S COMPENSATION	708	4,558	2,300	(2,258)	198.16%
<b>Total customer accounts</b>	<b>14,551</b>	<b>151,614</b>	<b>183,400</b>	<b>31,786</b>	<b>82.67%</b>
<b>Maintenance &amp; general plant</b>					
UTILITIES - DISTRICT PROPERTIES	4,619	70,212	95,400	25,188	73.60%
AUTO/FUEL	4,509	56,870	85,000	28,130	66.91%
SAFETY EQUIPMENT	32	1,695	3,000	1,305	56.51%
COMMUNICATION MAINTENANCE	-	-	1,000	1,000	0.00%
REPAIR & MAINT OF GEN EQUIPMENT	-	3,582	3,000	(582)	119.41%
REPAIR VEHICLES AND TOOLS	466	7,344	40,000	32,656	18.36%
LARGE EQUIPMENT MAINTENANCE	40	17,065	35,000	17,935	48.76%
EQUIP. PREVENTATIVE MAINTENANCE	-	7	1,000	993	0.68%
AUTO/EQUIPMENT OPERATION	2,609	18,850	40,000	21,150	47.12%
MAINT GENERAL PLANT (BUILDINGS)	130	1,994	10,000	8,006	19.94%
LANDSCAPE MAINTENANCE	3,450	42,216	50,000	7,784	84.43%
RECHARGE FAC, CANYON & POND MAINTENANCE	2,312	32,689	30,000	(2,689)	108.96%
<b>Total maintenance &amp; general plant</b>	<b>18,167</b>	<b>252,524</b>	<b>393,400</b>	<b>140,876</b>	<b>64.19%</b>

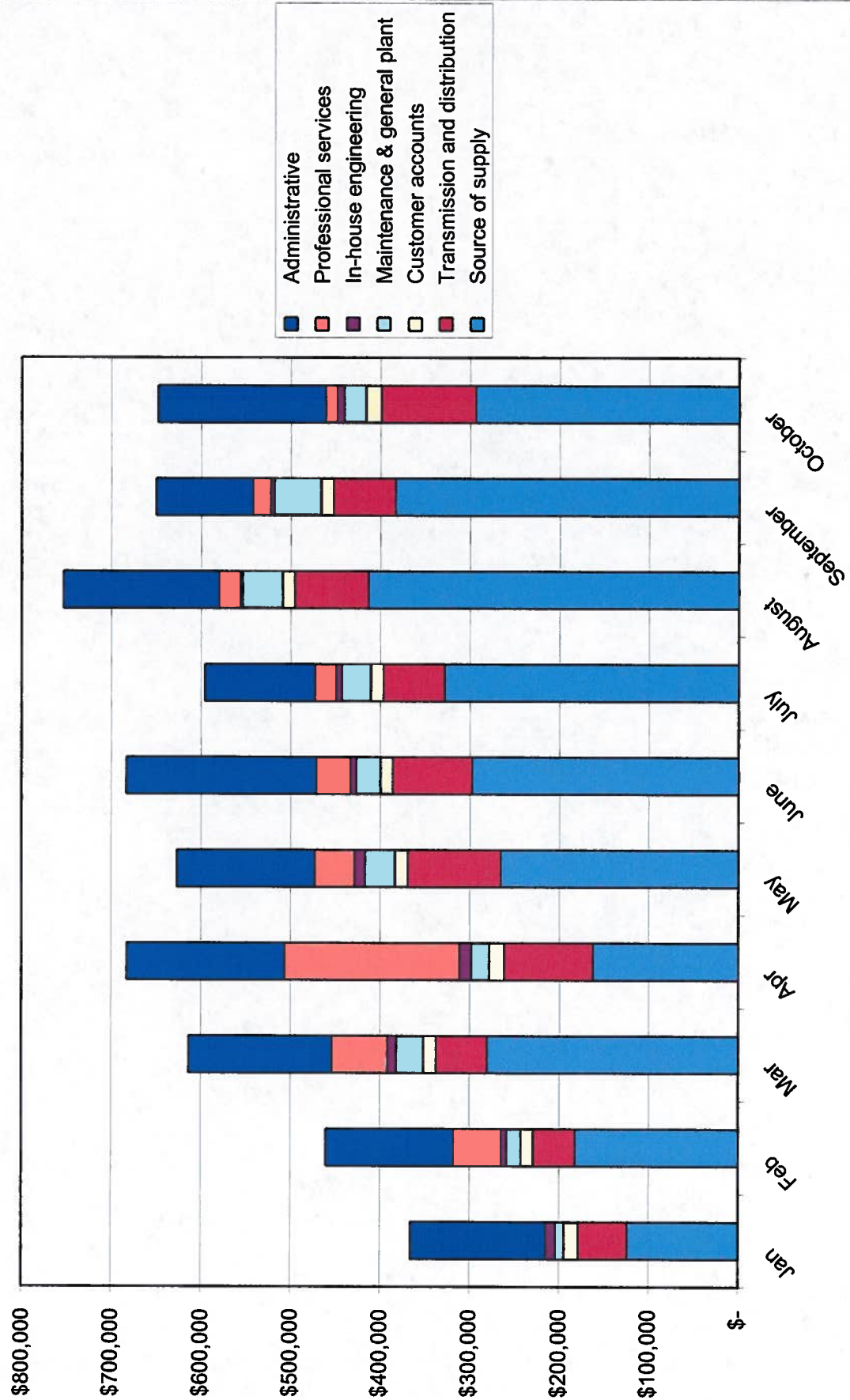
**Beaumont-Cherry Valley Water District**  
**Statements of Revenues, Expenses, and Changes in Net Assets**  
**Detailed**  
**Unaudited Through October 31, 2010**

	<u>Current Month</u>	<u>Actual - YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>Percent to Budget</u>
<b>In-House engineering</b>					
HEALTH INSURANCE	274	3,571	4,000	429	89.27%
RETIREMENT/CALPERS	731	10,746	10,000	(746)	107.46%
LABOR	6,007	64,950	82,000	17,050	79.21%
BEREAVEMENT/SEMINAR/JURY DUTY	-	295	500	205	59.09%
SICK LEAVE	-	-	2,000	2,000	0.00%
VACATION	-	1,571	3,200	1,629	49.08%
HOLIDAY	-	1,946	3,200	1,254	60.81%
LIFE INSURANCE	22	286	312	26	91.76%
SEMINAR & TRAVEL EXPENSES	-	-	500	500	0.00%
EDUCATION EXPENSE	-	6,847	5,000	(1,847)	136.93%
WORKER'S COMPENSATION	301	2,238	1,300	(938)	172.14%
<b>Total in-house engineering</b>	<u>7,335</u>	<u>92,449</u>	<u>112,012</u>	<u>19,563</u>	<u>82.54%</u>
<b>Professional services</b>					
GENERAL LEGAL	22,444	131,509	125,000	(6,509)	105.21%
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	11,336	41,174	120,000	78,826	34.31%
DEVELOPMENT - REIMB. ENGINEERING	-	1,855	5,000	3,145	37.10%
ENGINEERING - PERMITTING (REC WATER)	-	-	10,000	10,000	0.00%
<b>Total professional services</b>	<u>33,780</u>	<u>193,270</u>	<u>290,000</u>	<u>96,730</u>	<u>66.64%</u>
<b>General and administrative</b>					
HEALTH INSURANCE	12,646	117,956	152,000	34,044	77.60%
RETIREMENT/CALPERS	14,859	161,003	221,000	59,997	72.85%
LABOR	60,253	578,904	810,000	231,096	71.47%
BEREAVEMENT/SEMINAR/JURY DUTY	-	1,015	2,500	1,485	40.59%
SICK LEAVE	820	24,610	20,000	(4,610)	123.05%
VACATION	636	22,463	38,000	15,537	59.11%
HOLIDAYS	413	20,319	39,000	18,681	52.10%
LIFE INSURANCE	399	3,751	5,600	1,849	66.99%
SEMINAR & TRAVEL EXPENSES	454	1,505	5,500	3,995	27.36%
EDUCATION EXPENSES	-	420	1,000	580	42.00%
WORKER'S COMPENSATION INSURANCE	1,732	6,980	8,000	1,020	87.25%
UNEMPLOYMENT INSURANCE	-	3,751	14,000	10,249	26.79%
EMPLOYER SHARE FOR RETIRED (CALPERS)	521	4,693	4,500	(193)	104.28%
ADMINISTRATIVE COSTS (CALPERS)	141	1,274	2,000	726	63.70%
BANK CHGS/MONEY MARKET/TRANS. FEES	2,682	19,488	20,000	512	97.44%
OFFICE SUPPLIES	1,985	34,450	47,500	13,050	72.53%
OFFICE EQUIPMENT/SERVICE AGREEMENTS	12,177	47,188	85,000	37,812	55.52%
OFFICE MAINTENANCE	587	10,752	15,000	4,248	71.68%
MEMBERSHIP DUES	3,903	19,274	21,000	1,726	91.78%
OFFICE EQUIP.MAINT. & REPAIRS	-	65	2,000	1,935	3.26%
POSTAGE	1,000	32,782	40,000	7,218	81.96%
SUBSCRIPTIONS	335	4,253	1,600	(2,653)	265.80%
MISCELLANEOUS OPERATING SUPPLIES	5	4,452	15,000	10,548	29.68%
MISCELLANEOUS TOOLS/EQUIPMENT	-	1,929	10,000	8,071	19.29%
EMPLOYEE MEDICAL/FIRST AID	-	343	600	257	57.17%

## Operating Expenses by Activity - October 2010

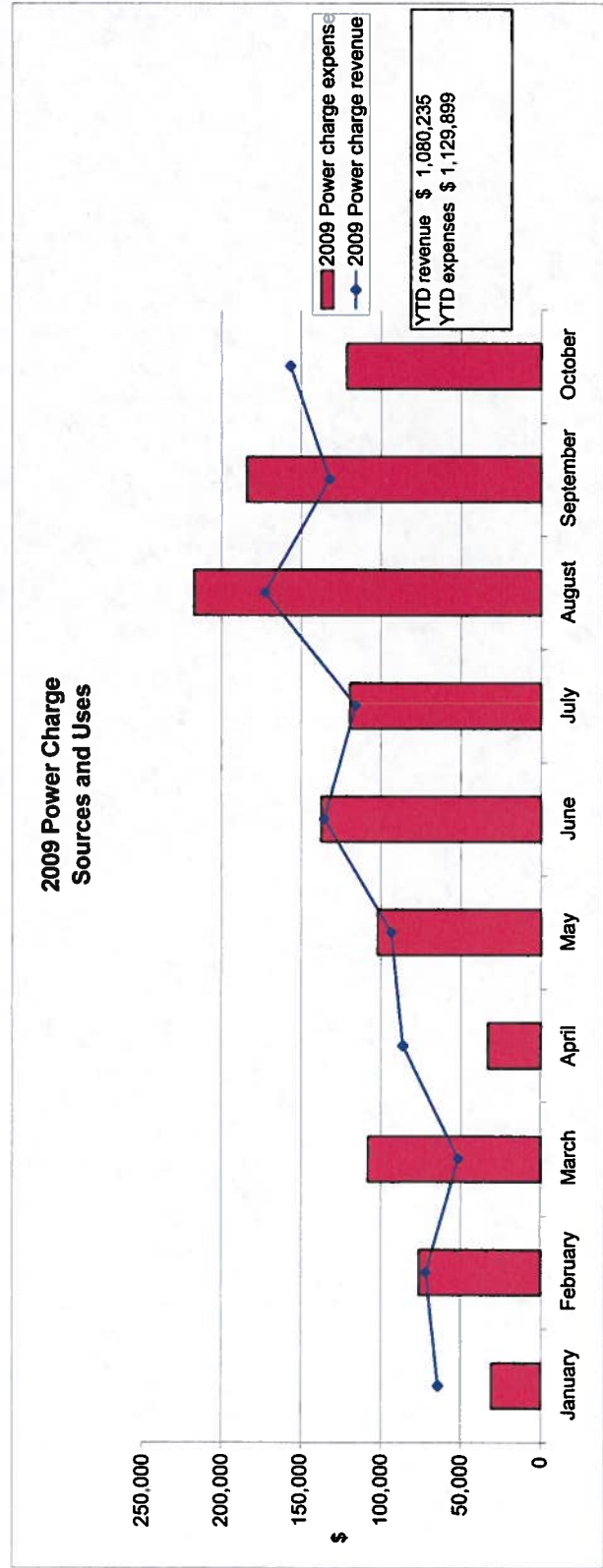
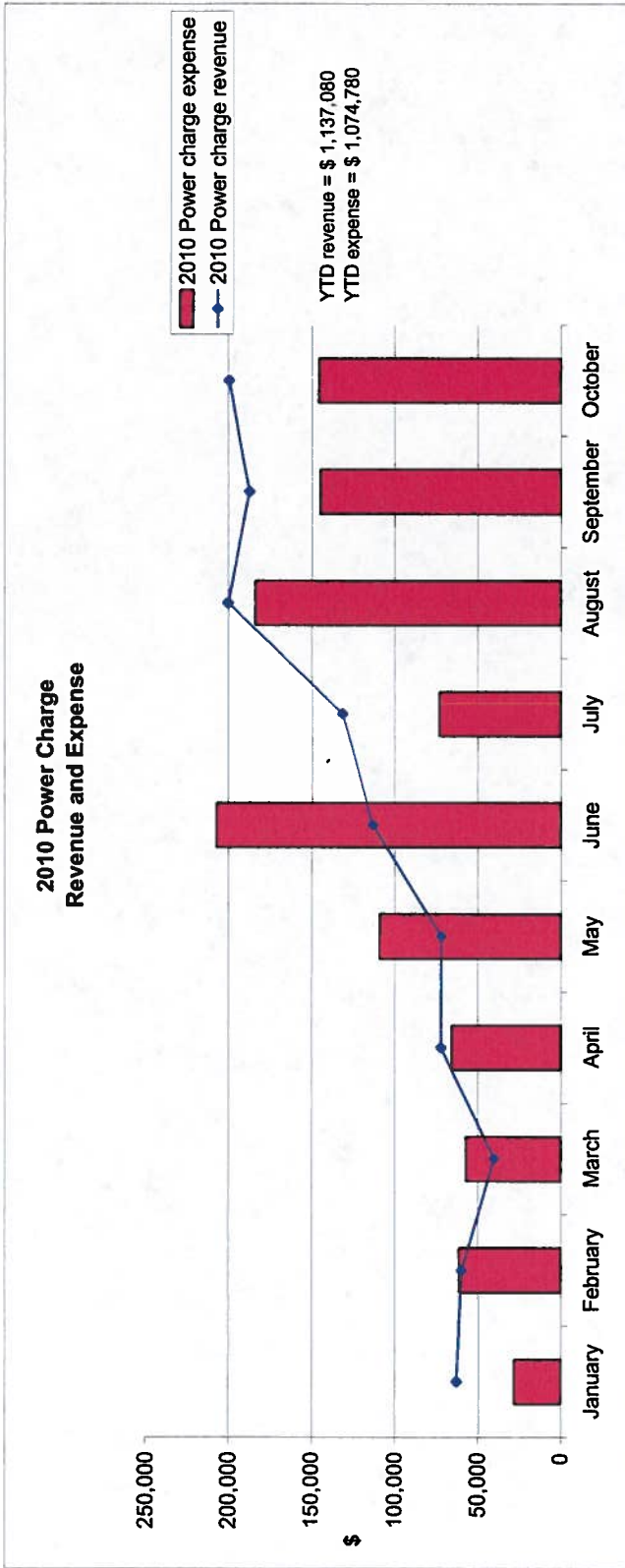


# Operating Expenses by Activity - October 2009

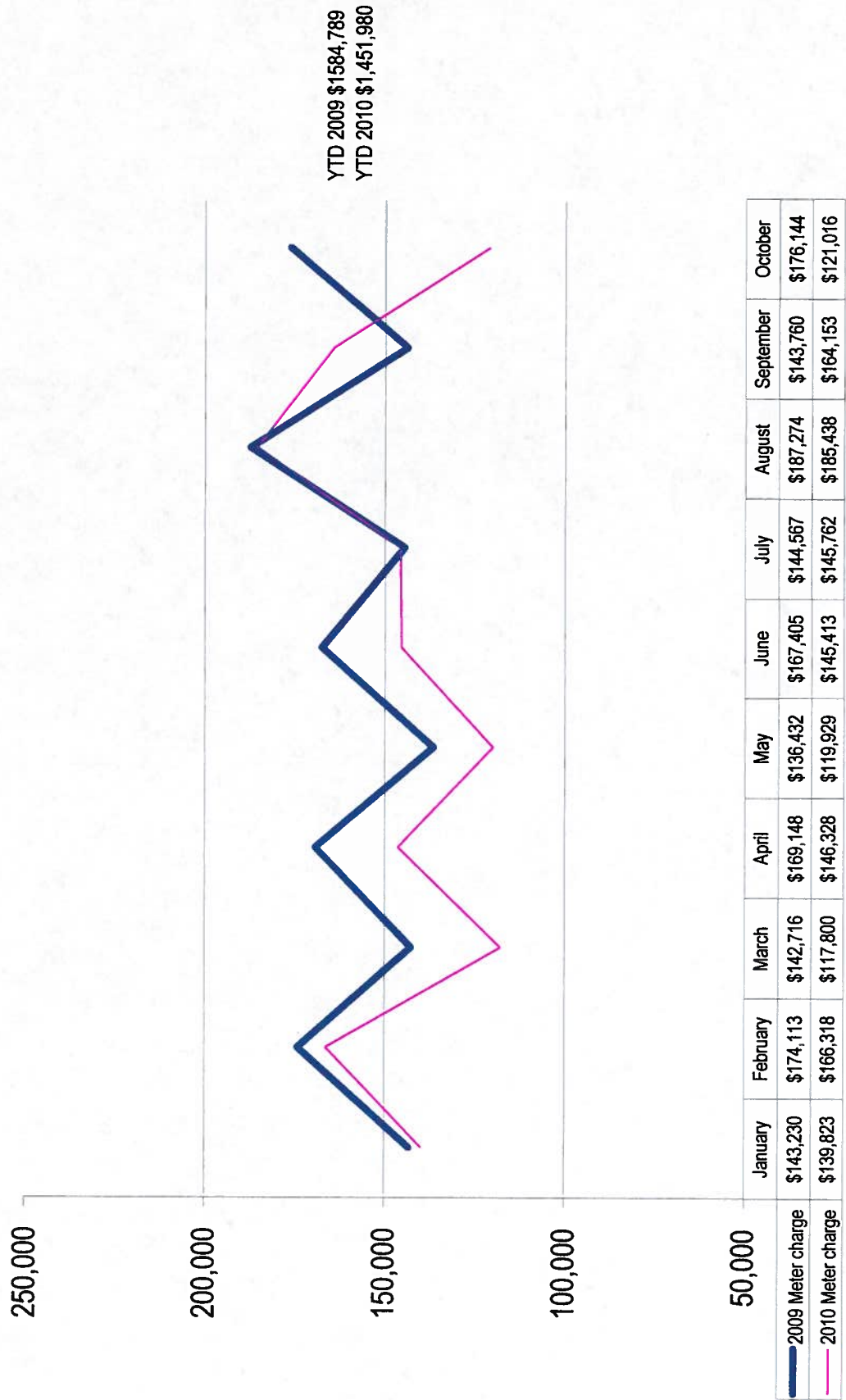




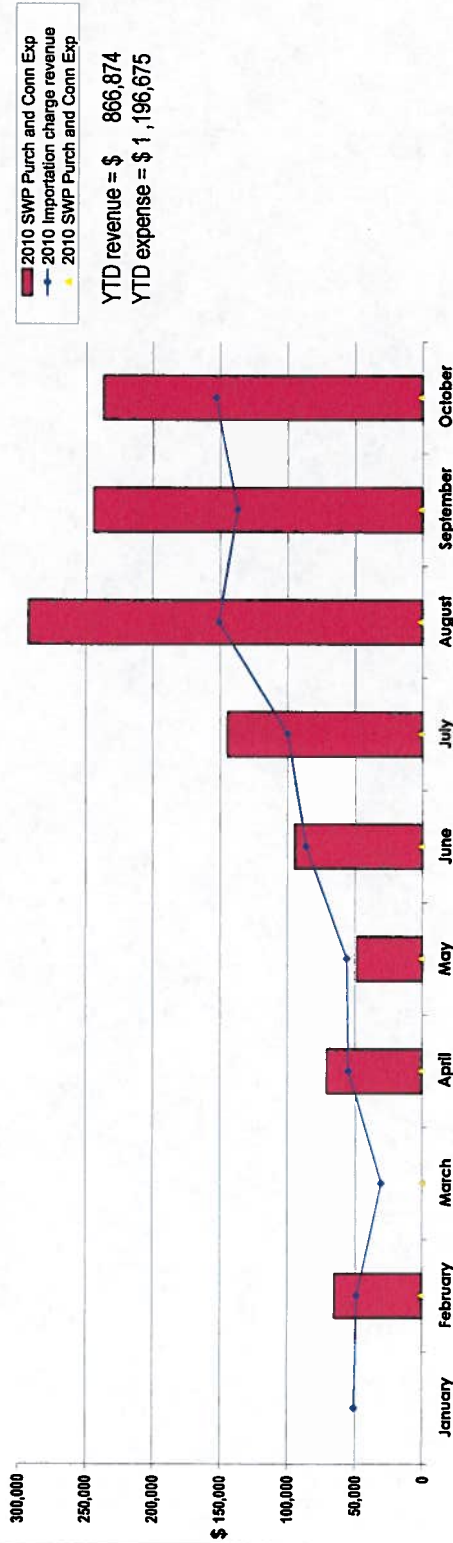
# Beaumont Cherry Valley Water District Power Charge



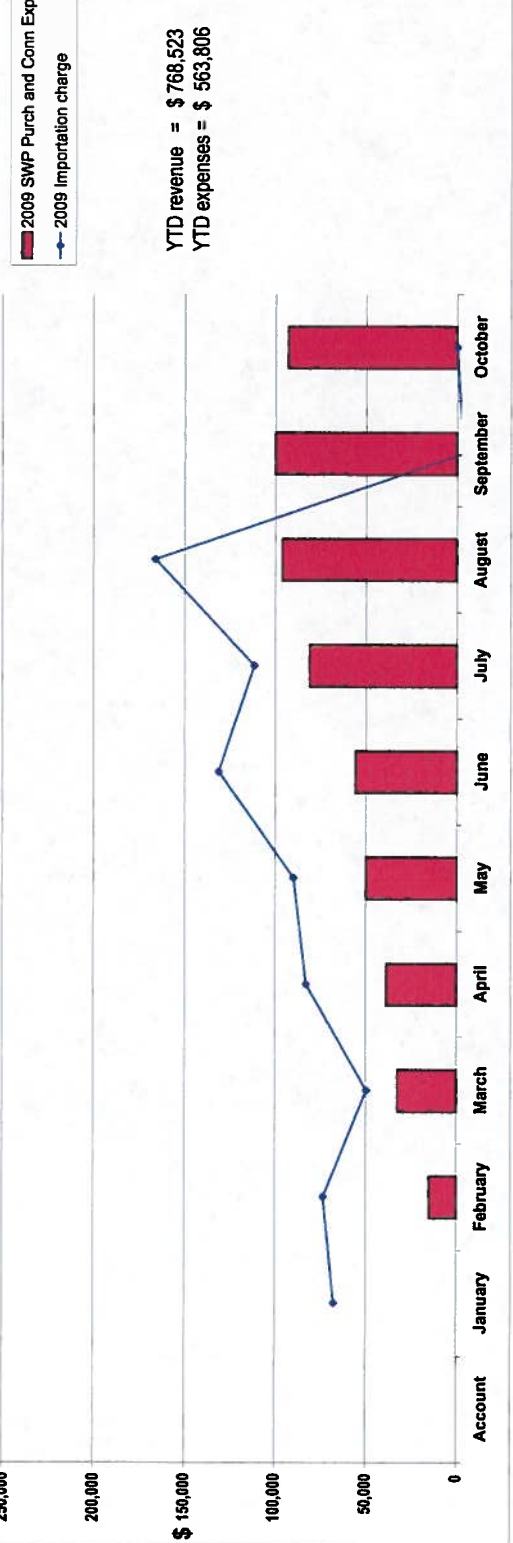
## Meter Charge through October 2010



### 2010 Importation Charge Revenue and Expense

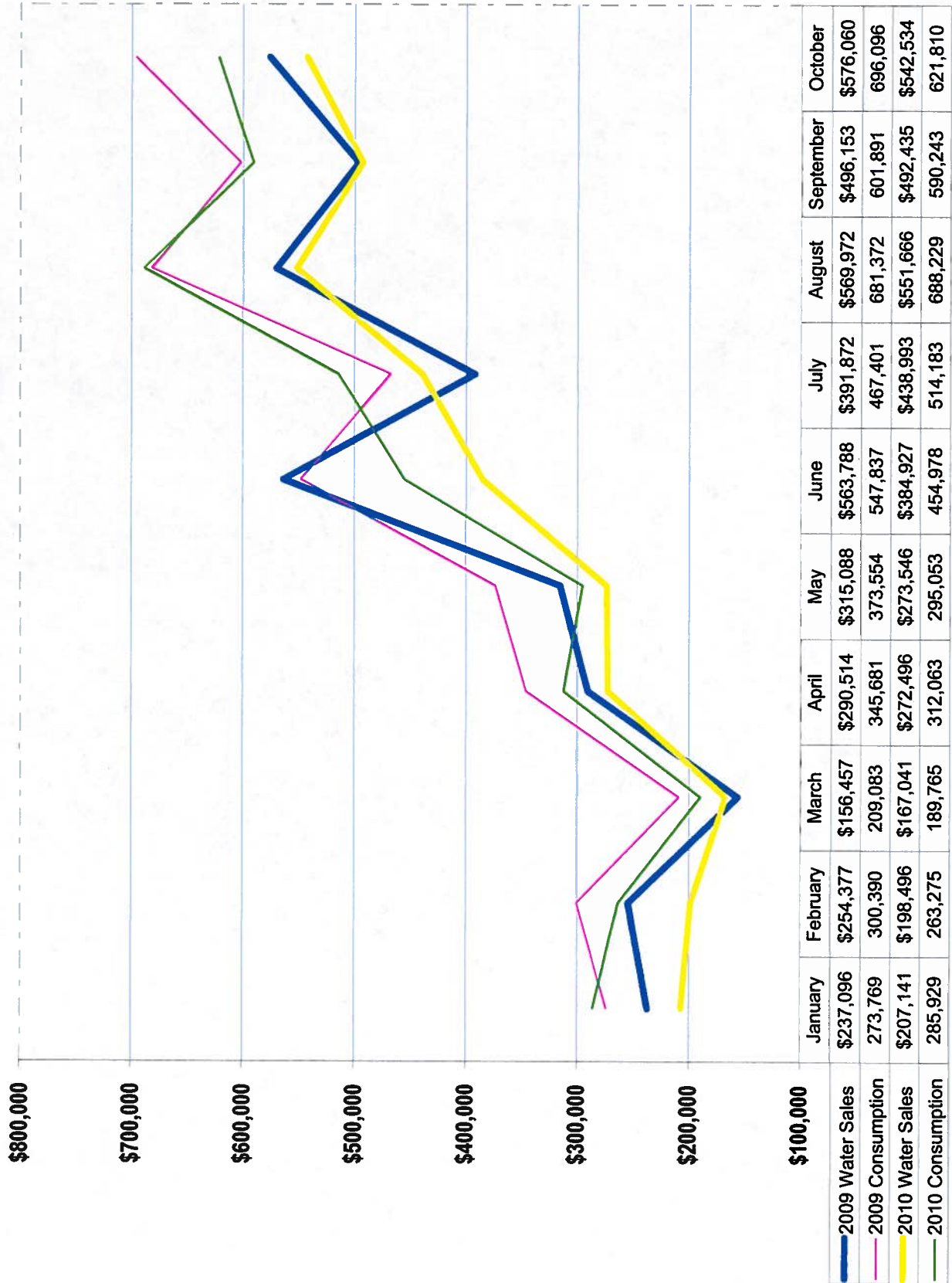


### 2009 Importation Charge Sources and Uses





# Water Sales through October 2010 (Includes Domestic, Irrigation and Construction)



YTD 2009 \$3,851,379  
YTD 2010 \$3,529,274

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

Cash and cash equivalents	5,344,570
Restricted:	
Debt service	90,260
Construction	<u>53,581</u>
Total	<u><u>5,488,410</u></u>

Cash and cash equivalents consist of the following:

Petty cash	1,400
Deposits with financial institutions	<u>5,343,170</u>
Total cash and cash equivalents	<u><u>5,344,570</u></u>

**Beaumont-Cherry Valley Water District  
Bank of America Note Reconciliation  
31-Oct-10**

Funds received on March 31, 2010	\$4,965,000.00
Add: Interest earned	\$1,596.06
Less: reimbursement for costs incurred on capital projects	
2800 Zone Tank	\$2,344,940.23
24" Recycled - Brookside	\$609,951.29
1 MG Reservoir/Booster	\$63,715.61
24" Recycled - Westerly Loop Phase 4B	\$1,091,848.91
Ring Ranch Rd	\$710,636.71
24" Recycled - Westerly Loop Phase 4A	\$91,922.73
Total	<u>\$4,913,015.48</u>
<b>Capital Project Fund balance</b>	<u><u><b>\$53,580.58</b></u></u>



## **Beaumont Cherry Valley Water District Finance & Audit Committee Meeting Meeting of December 2, 2010**

### **Agenda Matter:**

Employment Status of Board Members for IRS and Social Security

### **Recommendation:**

That the Board of Directors accept the recommendation by District staff that effective the first pay period for the Calendar Year 2011, Board of Directors' stipend will be processed through the District's Payroll System.

### **Background:**

Section 3401(c) of the Internal Revenue Code states that, "the term employee includes an officer, employee, or elected official of the United States, a State, or any political subdivision thereof."

Staff is currently working on the list of CY 2009 initial audit findings made by the District's external auditor, Paul Kaymark CPA with Charles Z. Fedak & Company which included the finding that elected officials were not considered District employees and were not part of the District's Payroll System. The District has been paying the Board Member stipends through its account payable system and issuing each Board Member a form 1099.

### **Discussion:**

The District currently pays all employees bi-weekly, or 26 times per year. The first pay period for the Calendar Year 2011 will begin on January 2<sup>nd</sup> and end on January 15<sup>th</sup> with pay day on January 20<sup>th</sup>, 2011. Attached is a payroll calendar for the 2011.

Each Board member is requested to meet with Mary Martin prior to December 29, 2010 to go over the necessary forms that need to be completed (see attached). As of the date of writing this report, the IRS has not yet released the forms for 2011; however, the attached forms are still current through February 2011.

### **Financial Impact:**

The updated process will result in a W-2 being issued to each of the Board Members, along with the appropriate withholding of taxes and ensuring that the District is compliant with IRS Regulations. The District will also report and pay its share of the employer's tax.



We are pleased to be able to offer you a new payday convenience—*Direct Deposit*. Now you can have your paycheck automatically deposited in your checking or savings account on payday. **And you don't have to change your present banking relationship to take advantage of this service.**

***Direct Deposit will help you in many ways.***

- It saves trips to your financial institution.
- It saves time in depositing checks—no long payday lines to wait in.
- It eliminates the possibility of lost, stolen or forged checks.
- Your money is deposited faster—reduces the possibility of overdrafts.
- It means you get your money deposited to your account even if you're on vacation or away from the office on business or illness.

***Here's how Direct Deposit works:***

On payday you will receive an earnings statement showing gross salary, taxes, other deductions, and net pay. Your money will already have been deposited in your account. The amount of the deposit will appear on your

bank statement. We believe you will like the added convenience of having your net pay automatically deposited for you.

*Direct Deposit* is safe, convenient and easy. To take advantage of this service, complete the attached authorization form and return it to the Payroll Department.

*The authorization form, which is provided below, gives your company and your financial institution authority to deposit your pay to your account. Simply complete the form in order to take advantage of Direct Deposit.*

***All you need do is:***

- 1.** Mark the box before type of account to indicate whether your pay will be deposited in your checking or savings account.
- 2.** Fill in your name, financial institution name and location, and date.
- 3.** Attach a voided check for verification of all financial institution information. If you are unable to attach the voided check, please fill in your account number.

**NOTE:** Be sure to sign the form!

**EMPLOYEE'S AUTHORIZATION**

Please fill out and return to the Payroll Department

**AUTHORIZATION FOR DIRECT DEPOSIT**

I authorize (insert company name)\_\_\_\_\_ to initiate electronic credit entries, and if necessary, debit entries and adjustments for any credit entries in error to my: ☐ checking account or ☐ savings account each pay period. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. This authority will remain in effect until I have cancelled it in writing.

Date \_\_\_\_\_

Financial Institution Name (Please Print) \_\_\_\_\_

Account Number at Financial Institution \_\_\_\_\_

Financial Institution Routing/Transit Number \_\_\_\_\_

Financial Institution City and State \_\_\_\_\_

Signature \_\_\_\_\_

Staple Voided Check Here

**PLEASE KEEP A COPY OF THE AUTHORIZATION FOR YOUR RECORDS**

# 2011

JANUARY						
MON	TUE	WED	THU	FRI	SAT	SUN
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY						
MON	TUE	WED	THU	FRI	SAT	SUN
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH						
MON	TUE	WED	THU	FRI	SAT	SUN
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL						
MON	TUE	WED	THU	FRI	SAT	SUN
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY						
MON	TUE	WED	THU	FRI	SAT	SUN
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE						
MON	TUE	WED	THU	FRI	SAT	SUN
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY						
MON	TUE	WED	THU	FRI	SAT	SUN
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST						
MON	TUE	WED	THU	FRI	SAT	SUN
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER						
MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER						
MON	TUE	WED	THU	FRI	SAT	SUN
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER						
MON	TUE	WED	THU	FRI	SAT	SUN
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER						
MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

# Form W-4 (2010)

**Purpose.** Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. Consider completing a new Form W-4 each year and when your personal or financial situation changes.

**Exemption from withholding.** If you are exempt, complete **only** lines 1, 2, 3, 4, and 7 and sign the form to validate it. Your exemption for 2010 expires February 16, 2011. See Pub. 505, Tax Withholding and Estimated Tax.

**Note.** You cannot claim exemption from withholding if (a) your income exceeds \$950 and includes more than \$300 of unearned income (for example, interest and dividends) and (b) another person can claim you as a dependent on his or her tax return.

**Basic instructions.** If you are not exempt, complete the **Personal Allowances Worksheet** below. The worksheets on page 2 further adjust your withholding allowances based on itemized deductions, certain credits, adjustments to income, or two-earners/multiple jobs situations.

Complete all worksheets that apply. However, you may claim fewer (or zero) allowances. For regular wages, withholding must be based on allowances you claimed and may not be a flat amount or percentage of wages.

**Head of household.** Generally, you may claim head of household filing status on your tax return only if you are unmarried and pay more than 50% of the costs of keeping up a home for yourself and your dependent(s) or other qualifying individuals. See Pub. 501, Exemptions, Standard Deduction, and Filing Information, for information.

**Tax credits.** You can take projected tax credits into account in figuring your allowable number of withholding allowances. Credits for child or dependent care expenses and the child tax credit may be claimed using the **Personal Allowances Worksheet** below. See Pub. 919, How Do I Adjust My Tax Withholding, for information on converting your other credits into withholding allowances.

**Nonwage income.** If you have a large amount of nonwage income, such as interest or dividends, consider making estimated tax

payments using Form 1040-ES, Estimated Tax for Individuals. Otherwise, you may owe additional tax. If you have pension or annuity income, see Pub. 919 to find out if you should adjust your withholding on Form W-4 or W-4P.

**Two earners or multiple jobs.** If you have a working spouse or more than one job, figure the total number of allowances you are entitled to claim on all jobs using worksheets from only one Form W-4. Your withholding usually will be most accurate when all allowances are claimed on the Form W-4 for the highest paying job and zero allowances are claimed on the others. See Pub. 919 for details.

**Nonresident alien.** If you are a nonresident alien, see Notice 1392, Supplemental Form W-4 Instructions for Nonresident Aliens, before completing this form.

**Check your withholding.** After your Form W-4 takes effect, use Pub. 919 to see how the amount you are having withheld compares to your projected total tax for 2010. See Pub. 919, especially if your earnings exceed \$130,000 (Single) or \$180,000 (Married).

## Personal Allowances Worksheet (Keep for your records.)

<b>A</b>	Enter "1" for <b>yourself</b> if no one else can claim you as a dependent . . . . .	<b>A</b> _____
<b>B</b>	Enter "1" if: <ul style="list-style-type: none"><li>• You are single and have only one job; or</li><li>• You are married, have only one job, and your spouse does not work; or</li><li>• Your wages from a second job or your spouse's wages (or the total of both) are \$1,500 or less.</li></ul>	<b>B</b> _____
<b>C</b>	Enter "1" for your <b>spouse</b> . But, you may choose to enter "-0-" if you are married and have either a working spouse or more than one job. (Entering "-0-" may help you avoid having too little tax withheld.) . . . . .	<b>C</b> _____
<b>D</b>	Enter number of <b>dependents</b> (other than your spouse or yourself) you will claim on your tax return . . . . .	<b>D</b> _____
<b>E</b>	Enter "1" if you will file as <b>head of household</b> on your tax return (see conditions under <b>Head of household</b> above) . . . . .	<b>E</b> _____
<b>F</b>	Enter "1" if you have at least \$1,800 of <b>child or dependent care expenses</b> for which you plan to claim a credit . . . . .	<b>F</b> _____
<b>G</b>	<b>Child Tax Credit</b> (including additional child tax credit). See Pub. 972, Child Tax Credit, for more information. <ul style="list-style-type: none"><li>• If your total income will be less than \$61,000 (\$90,000 if married), enter "2" for each eligible child; then <b>less</b> "1" if you have three or more eligible children.</li><li>• If your total income will be between \$61,000 and \$84,000 (\$90,000 and \$119,000 if married), enter "1" for each eligible child plus "1" <b>additional</b> if you have six or more eligible children.</li></ul>	<b>G</b> _____
<b>H</b>	Add lines A through G and enter total here. ( <b>Note.</b> This may be different from the number of exemptions you claim on your tax return.) ▶	<b>H</b> _____
	For accuracy, <b>complete all worksheets that apply.</b> <ul style="list-style-type: none"><li>• If you plan to <b>itemize or claim adjustments to income</b> and want to reduce your withholding, see the <b>Deductions and Adjustments Worksheet</b> on page 2.</li><li>• If you have <b>more than one job</b> or are <b>married and you and your spouse both work</b> and the combined earnings from all jobs exceed \$18,000 (\$32,000 if married), see the <b>Two-Earners/Multiple Jobs Worksheet</b> on page 2 to avoid having too little tax withheld.</li><li>• If <b>neither</b> of the above situations applies, <b>stop here</b> and enter the number from line H on line 5 of Form W-4 below.</li></ul>	

Cut here and give Form W-4 to your employer. Keep the top part for your records.

Form <b>W-4</b> Department of the Treasury Internal Revenue Service	<b>Employee's Withholding Allowance Certificate</b> ▶ <b>Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.</b>	OMB No. 1545-0074 <b>2010</b>
<b>1</b> Type or print your first name and middle initial. Last name		<b>2</b> Your social security number
Home address (number and street or rural route)		<b>3</b> <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withhold at higher Single rate. <b>Note.</b> If married, but legally separated, or spouse is a nonresident alien, check the "Single" box.
City or town, state, and ZIP code		<b>4</b> If your last name differs from that shown on your social security card, check here. You must call 1-800-772-1213 for a replacement card. ▶ <input type="checkbox"/>
<b>5</b> Total number of allowances you are claiming (from line <b>H</b> above <b>or</b> from the applicable worksheet on page 2)	<b>5</b>	
<b>6</b> Additional amount, if any, you want withheld from each paycheck	<b>6</b>	\$
<b>7</b> I claim exemption from withholding for 2010, and I certify that I meet <b>both</b> of the following conditions for exemption. <ul style="list-style-type: none"><li>• Last year I had a right to a refund of <b>all</b> federal income tax withheld because I had <b>no</b> tax liability <b>and</b></li><li>• This year I expect a refund of <b>all</b> federal income tax withheld because I expect to have <b>no</b> tax liability.</li></ul> If you meet both conditions, write "Exempt" here . . . . . ▶ <b>7</b>		
Under penalties of perjury, I declare that I have examined this certificate and to the best of my knowledge and belief, it is true, correct, and complete.		
<b>Employee's signature</b> (Form is not valid unless you sign it.) ▶		
<b>8</b> Employer's name and address (Employer: Complete lines 8 and 10 only if sending to the IRS.)	<b>9</b> Office code (optional)	<b>10</b> Employer identification number (EIN)



**Deductions and Adjustments Worksheet**

**Note.** Use this worksheet *only* if you plan to itemize deductions or claim certain credits or adjustments to income.

- 1** Enter an estimate of your 2010 itemized deductions. These include qualifying home mortgage interest, charitable contributions, state and local taxes, medical expenses in excess of 7.5% of your income, and miscellaneous deductions . . . . . **1** \$ \_\_\_\_\_
- 2** Enter:  $\left\{ \begin{array}{l} \$11,400 \text{ if married filing jointly or qualifying widow(er)} \\ \$8,400 \text{ if head of household} \\ \$5,700 \text{ if single or married filing separately} \end{array} \right\}$  . . . . . **2** \$ \_\_\_\_\_
- 3** **Subtract** line 2 from line 1. If zero or less, enter "-0-" . . . . . **3** \$ \_\_\_\_\_
- 4** Enter an estimate of your 2010 adjustments to income and any additional standard deduction. (Pub. 919) . . . . . **4** \$ \_\_\_\_\_
- 5** **Add** lines 3 and 4 and enter the total. (Include any amount for credits from *Worksheet 6* in Pub. 919.) . . . . . **5** \$ \_\_\_\_\_
- 6** Enter an estimate of your 2010 nonwage income (such as dividends or interest) . . . . . **6** \$ \_\_\_\_\_
- 7** **Subtract** line 6 from line 5. If zero or less, enter "-0-" . . . . . **7** \$ \_\_\_\_\_
- 8** **Divide** the amount on line 7 by \$3,650 and enter the result here. Drop any fraction . . . . . **8** \_\_\_\_\_
- 9** Enter the number from the **Personal Allowances Worksheet**, line H, page 1 . . . . . **9** \_\_\_\_\_
- 10** **Add** lines 8 and 9 and enter the total here. If you plan to use the **Two-Earners/Multiple Jobs Worksheet**, also enter this total on line 1 below. Otherwise, **stop here** and enter this total on Form W-4, line 5, page 1 **10** \_\_\_\_\_

**Two-Earners/Multiple Jobs Worksheet** (See *Two earners or multiple jobs* on page 1.)

**Note.** Use this worksheet *only* if the instructions under line H on page 1 direct you here.

- 1** Enter the number from line H, page 1 (or from line 10 above if you used the **Deductions and Adjustments Worksheet**) **1** \_\_\_\_\_
  - 2** Find the number in **Table 1** below that applies to the **LOWEST** paying job and enter it here. **However**, if you are married filing jointly and wages from the highest paying job are \$65,000 or less, do not enter more than "3." . . . . . **2** \_\_\_\_\_
  - 3** If line 1 is **more than or equal to** line 2, subtract line 2 from line 1. Enter the result here (if zero, enter "-0-") and on Form W-4, line 5, page 1. **Do not** use the rest of this worksheet . . . . . **3** \_\_\_\_\_
- Note.** If line 1 is **less than** line 2, enter "-0-" on Form W-4, line 5, page 1. Complete lines 4–9 below to figure the additional withholding amount necessary to avoid a year-end tax bill.
- 4** Enter the number from line 2 of this worksheet . . . . . **4** \_\_\_\_\_
  - 5** Enter the number from line 1 of this worksheet . . . . . **5** \_\_\_\_\_
  - 6** **Subtract** line 5 from line 4 . . . . . **6** \_\_\_\_\_
  - 7** Find the amount in **Table 2** below that applies to the **HIGHEST** paying job and enter it here . . . . . **7** \$ \_\_\_\_\_
  - 8** **Multiply** line 7 by line 6 and enter the result here. This is the additional annual withholding needed . . . . . **8** \$ \_\_\_\_\_
  - 9** Divide line 8 by the number of pay periods remaining in 2010. For example, divide by 26 if you are paid every two weeks and you complete this form in December 2009. Enter the result here and on Form W-4, line 6, page 1. This is the additional amount to be withheld from each paycheck . . . . . **9** \$ \_\_\_\_\_

**Table 1**

<b>Married Filing Jointly</b>		<b>All Others</b>	
If wages from <b>LOWEST</b> paying job are—	Enter on line 2 above	If wages from <b>LOWEST</b> paying job are—	Enter on line 2 above
\$0 - \$7,000 -	0	\$0 - \$6,000 -	0
7,001 - 10,000 -	1	6,001 - 12,000 -	1
10,001 - 16,000 -	2	12,001 - 19,000 -	2
16,001 - 22,000 -	3	19,001 - 26,000 -	3
22,001 - 27,000 -	4	26,001 - 35,000 -	4
27,001 - 35,000 -	5	35,001 - 50,000 -	5
35,001 - 44,000 -	6	50,001 - 65,000 -	6
44,001 - 50,000 -	7	65,001 - 80,000 -	7
50,001 - 55,000 -	8	80,001 - 90,000 -	8
55,001 - 65,000 -	9	90,001 - 120,000 -	9
65,001 - 72,000 -	10	120,001 and over	10
72,001 - 85,000 -	11		
85,001 - 105,000 -	12		
105,001 - 115,000 -	13		
115,001 - 130,000 -	14		
130,001 - and over	15		

**Table 2**

<b>Married Filing Jointly</b>		<b>All Others</b>	
If wages from <b>HIGHEST</b> paying job are—	Enter on line 7 above	If wages from <b>HIGHEST</b> paying job are—	Enter on line 7 above
\$0 - \$65,000	\$550	\$0 - \$35,000	\$550
65,001 - 120,000	910	35,001 - 90,000	910
120,001 - 185,000	1,020	90,001 - 165,000	1,020
185,001 - 330,000	1,200	165,001 - 370,000	1,200
330,001 and over	1,280	370,001 and over	1,280

**Privacy Act and Paperwork Reduction Act Notice.** We ask for the information on this form to carry out the Internal Revenue laws of the United States. Internal Revenue Code sections 3402(f)(2) and 6109 and their regulations require you to provide this information; your employer uses it to determine your federal income tax withholding. Failure to provide a properly completed form will result in your being treated as a single person who claims no withholding allowances; providing fraudulent information may subject you to penalties. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation, to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their tax laws, and using it in the National Directory of New Hires. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by Code section 6103.

The average time and expenses required to complete and file this form will vary depending on individual circumstances. For estimated averages, see the instructions for your income tax return.

If you have suggestions for making this form simpler, we would be happy to hear from you. See the instructions for your income tax return.



## **Beaumont Cherry Valley Water District Finance & Audit Committee Meeting Meeting of December 2, 2010**

### **Agenda Matter:**

Employee's District Housing Rentals

### **Status:**

Interim General Manager and Legal Counsel are still reviewing IRS rulings and codes.

### **Background:**

Staff was directed to research whether or not employee's District housing rentals should be reported on the employee's W-2 Form.

### **Discussion:**

If housing is not being provided as a 'condition of employment' and is not being provided for the convenience of the Employer, the differential between the market value and actual District rental is certainly taxable compensation and should be reported in Box 1 of the Employee's W-2 Form and run through payroll.

Such compensation would not qualify for exclusion from the Employee's taxable income pursuant to Internal Revenue Code Section 119.