



**BEAUMONT CHERRY VALLEY WATER DISTRICT
AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS
560 Magnolia Avenue, Beaumont, CA 92223
Wednesday, December 14, 2011
Regular Session 7:00 p.m.**

Call to Order, President Ball

Pledge of Allegiance, Director Ross

Invocation, Director Guldseth

Roll Call

Public Input

PUBLIC COMMENT: At this time, any person may address the Board of Directors on matters within its jurisdiction which is not on the agenda. However, any non-agenda matters that require action will be referred to Staff for a report and possible action at a subsequent meeting. To provide comments on specific agenda items, please complete a speaker's request form and provide the completed form to the Board Secretary prior to the board meeting. Please limit your comments to three minutes. Sharing or passing time to another speaker is not permitted.

ACTION ITEMS

1. Reorganization of the Board of Directors Page 3

- **Nomination and Election of the President**
- **Nomination and Election of the Vice President**
- **Appointment of the Personnel Committee**
- **Appointment of the Audit & Finance Committee**
- **Appointment of District Treasurer**
- **Appointment of District Secretary**
- **Appointment of the Recording Secretary**

2. Adoption Of The Agenda

3. Consent Calendar: All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and will be enacted in one motion. There will be no discussion of these items prior to the time the board considers the motion unless members of the board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar. Page 4

- a. November 2011 Bills for Consideration**
- b. November 2011 Invoices Pending Approval**
- c. October 2011 Month End Financial Statement**
- d. Minutes of the Regular Meeting of November 9, 2011**
- e. Minutes of the Workshop Meeting of November 19, 2011**

4. Authorize the General Manager to appoint the Director of Finance and Administrative Services (Financial Officer) and establish a salary range up to \$134,992 for the position Page 24**

5. Request for Annexation of Parcels on E. 4th Street and Water Service to Proposed Building "C", Beaumont Business Center Page 26**

6. Will Serve request from Sake Engineers for Tentative Tract 32528, APN 405-060-010 Page 29**

7. Reports For Discussion And Possible Action

(a) Ad hoc Committees

(b) General Manager

- General Manager's Report

(c) Directors Reports

(d) Legal Counsel Report

ANNOUNCEMENTS

- A) District will be closed on December 26 in observance of Christmas Day
- B) District will be closed on January 2, 2012 in observance of New Year's Day
- C) Finance & Audit Meeting, January 5, 2012 at 2:30 p.m.
- D) Regular Board Meeting, January 11, 2011 at 7:00 p.m.

ACTION LIST FOR FUTURE MEETINGS

- _____
- _____

ADJOURNMENT

** Information included in the agenda packet

AVAILABILITY OF AGENDA MATERIALS - Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Beaumont Cherry Valley Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection in the District's office, at 560 Magnolia Avenue, Beaumont, California ("District Office") If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available from the District's Board Secretary of the District Office at the same time as they are distributed to Board Members, except that if such writings are distributed one hour prior to, or during the meeting, they can be made available from the District's Board Secretary in the Board Room of the District's Office.

REVISIONS TO THE AGENDA -In accordance with §54954.2(a) of the Government Code (Brown Act), revisions to this Agenda may be made up to 72 hours before the Board Meeting, if necessary, after mailings are completed. Interested persons wishing to receive a copy of the set Agenda may pick one up at the District's Main Office, located at 560 Magnolia Avenue, Beaumont, California, up to 72 hours prior to the Board Meeting.

REQUIREMENTS RE: DISABLED ACCESS - In accordance with §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the Board Secretary, Blanca Marin, at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Marin may be contacted by telephone at (951) 845-9581, Ext. 23, email at blanca.marin@bcvwd.org or in writing at the Beaumont Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, California 92223.



**Beaumont Cherry Valley Water District
Regular Board Meeting
December 14, 2011**

DATE: December 14, 2011
TO: Board of Directors
FROM: Eric Fraser, General Manager
SUBJECT: Annual Reorganization of the Board of Directors, appointment to the Standing Committees.

Recommendation

Staff recommends that the Board of Directors nominate and appoint members to the following positions:

- President of the Board of Directors
- Vice President of the Board of Directors
- Finance & Audit Committee members
- Personnel Committee
- Treasurer
- Secretary
- Recording Secretary

Background

In accordance with Section 5(D) Part II, of the Policies & Procedures Manual,

“The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will elect a President, Vice President, Secretary and Treasurer from among its members to serve during the coming calendar year and will appoint the Executive Assistant to the General Manager as the Board’s Recording Secretary”

For the CY 2011, there was no Personnel Committee appointed. The Finance and Audit Committee was composed of Directors Earhart and Ross. With the resignation of Director Earhart, Director Guldseth has been temporarily assigned to the Committee. Director Earhart was appointed as the District’s Treasurer December 8, 2010. With his resignation early this year, the position of the Treasurer is vacant.

Fiscal Impact

Members of the Board of Directors receive a “per diem” payment of \$200 per member for each meeting attended. Assuming all members attend one regular meeting per month, the fiscal impact to the District will be \$12,000 per year. Assuming that the Finance & Audit Committee meets once per month, the fiscal impact to the District will be \$4,800 per year.

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Nov 22, 2011

Time : 3:21 pm

Supplier : A&A FENCE To ZETLMAIER

Cheque Dt. : 01-Nov-2011 To 22-Nov-2011

Bank : 7 - ACCOUNTS PAYABLE

Seq : Cheque No.

Status : Issued

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
42540	03-Nov-2011	AIR&HOSES	AIR & HOSE SOURCE INC.	Issued	235	C	207.69
42541	03-Nov-2011	ALLPURPOSE	ALL PURPOSE RENTALS	Issued	235	C	219.83
42542	03-Nov-2011	ALSCO	ALSCO	Issued	235	C	53.55
42543	03-Nov-2011	AVAYA	AVAYA INC	Issued	235	C	145.65
42544	03-Nov-2011	B ACE HOME	BEAUMONT DO IT BEST HOME CENTER	Issued	235	C	387.74
42545	03-Nov-2011	BRITHINEE	BRITHINEE ELECTRIC	Issued	235	C	35,615.74
42546	03-Nov-2011	BROWANDC.	BROWN AND CALDWELL	Issued	235	C	600.00
42547	03-Nov-2011	BTIRE	BEAUMONT TIRE	Issued	235	C	890.92
42549	03-Nov-2011	BYRDINDELE	BYRD INC ELECTRONICS	Issued	235	C	8,496.35
42550	03-Nov-2011	CLEANBYDES	CLEAN BY DESIGN INC.	Issued	235	C	1,110.00
42551	03-Nov-2011	CSDA	CALIFORNIA SPECIAL DISTRICTS ASSOCIAT	Issued	235	C	4,581.00
42552	03-Nov-2011	CVAUTO	CHERRY VALLEY AUTOMOTIVE	Issued	235	C	493.42
42553	03-Nov-2011	DEPHEALTH	DEPT OF PUBLIC HEALTH	Issued	235	C	70.00
42554	03-Nov-2011	EDISON	SOUTHERN CALIFORNIA EDISON	Issued	235	C	77,850.30
42555	03-Nov-2011	EDISON	SOUTHERN CALIFORNIA EDISON	Issued	235	C	3,280.58
42556	03-Nov-2011	ESBABCOCK	ES BABCOCK	Issued	235	C	900.00
42557	03-Nov-2011	HASLE000	MAIL FINANCE	Issued	235	C	4,667.99
42558	03-Nov-2011	HASLER	TOTALFUNDS BY HASLER	Issued	235	C	2,020.00
42559	03-Nov-2011	INLANDWATE	INLAND WATER WORKS	Issued	235	C	5,912.26
42560	03-Nov-2011	KABOOLEASI	KABOO LEASING CO.	Issued	235	C	420.00
42561	03-Nov-2011	METROCALL	USA MOBILITY WIRELESS INC.	Issued	235	C	26.75
42562	03-Nov-2011	NOTARY	NATIONAL NOTARY ASSOCIATION	Issued	235	C	33.00
42563	03-Nov-2011	PATSPOTS	PAT'S POTS	Issued	235	C	310.00
42564	03-Nov-2011	PRESTIGEMO	PRESTIGE MOBILE DETAIL	Issued	235	C	336.00
42565	03-Nov-2011	QUALITYPLU	QUALITY PLUMBING	Issued	235	C	97.00
42566	03-Nov-2011	REDLANDS P	REDLANDS PRINT SHOP	Issued	235	C	1,026.28
42567	03-Nov-2011	STAPLES	STAPLES ADVANTAGE	Issued	235	C	199.25
42568	03-Nov-2011	TRAFFICCON	TRAFFIC CONTROL SERVICE INC	Issued	235	C	3,094.94
42569	03-Nov-2011	USPOSTAL	US POSTAL SERVICE	Issued	235	C	8,000.00
42570	03-Nov-2011	XEROX	XEROX CORPORATION	Issued	235	C	1,217.99
42571	17-Nov-2011	ACCOUNTEMF	ACCONTEMPS	Issued	243	C	4,533.90
42572	17-Nov-2011	ACPROPANE	AC PROPANE	Issued	243	C	1,128.39
42573	17-Nov-2011	ACTIONTRUE	ACTION TRUE VALUE HARDWARE	Issued	243	C	822.07
42574	17-Nov-2011	ACWA	ACWA	Issued	243	C	12,935.00
42575	17-Nov-2011	ALSCO	ALSCO	Issued	243	C	53.55
42576	17-Nov-2011	ARCO	ARCO GASPRO PLUS	Issued	243	C	6,134.58
42577	17-Nov-2011	B ACE HOME	BEAUMONT DO IT BEST HOME CENTER	Issued	243	C	513.25
42578	17-Nov-2011	CALTOOL	CA TOOL & WELDING	Issued	243	C	46.80
42579	17-Nov-2011	CITYOFB	CITY OF BEAUMONT	Issued	243	C	47.54
42580	17-Nov-2011	CONTROLVAL	CONTROL VALVE SYSTEMS INC	Issued	243	C	4,096.48
42581	17-Nov-2011	CR&RINCORP	CR&R INC	Issued	243	C	230.57
42582	17-Nov-2011	CVAUTO	CHERRY VALLEY AUTOMOTIVE	Issued	243	C	1,145.99
42583	17-Nov-2011	CVNURSERY	CHERRY VALLEY NURSERY	Issued	243	C	4.04
42584	17-Nov-2011	DALEY&HEFT	DALEY & HEFT LLP	Issued	243	C	37,656.17
42585	17-Nov-2011	DAVINCI	DA VINCI PRINTING & BLUEPRINTS	Issued	243	C	42.02
42586	17-Nov-2011	DEPHEALTH	DEPT OF PUBLIC HEALTH	Issued	243	C	80.00
42587	17-Nov-2011	EDISON	SOUTHERN CALIFORNIA EDISON	Issued	243	C	8,959.73
42588	17-Nov-2011	ESBABCOCK	ES BABCOCK	Issued	243	C	1,000.00
42589	17-Nov-2011	FEDEX	FEDEX	Issued	243	C	26.72
42590	17-Nov-2011	FREEMANOFF	FREEMAN OFFICE PRODUCTS	Issued	243	C	80.20
42591	17-Nov-2011	GASCO	THE GAS COMPANY	Issued	243	C	13.81
42592	17-Nov-2011	HASLER	TOTALFUNDS BY HASLER	Issued	243	C	2,078.88
42593	17-Nov-2011	HOMEDEPOT	HOME DEPOT CREDIT SERVICES	Issued	243	C	2,248.81
42594	17-Nov-2011	INLANDWATE	INLAND WATER WORKS	Issued	243	C	303.86
42595	17-Nov-2011	KNUTEDAHLS	DAHLSTROM, KNUTE	Issued	243	C	130.00
42596	17-Nov-2011	KVSPAINAN	KV'S PAINT AND DECORATING	Issued	243	C	413.49

BEAUMONT-CHERRY VALLEY WATER DISTRICT
Cheque Register-Summary-Bank



AP5090

Page : 2

Date : Nov 22, 2011

Time : 3:21 pm

Supplier : A&A FENCE To ZETLMAIER
 Cheque Dt. : 01-Nov-2011 To 22-Nov-2011
 Bank : 7 - ACCOUNTS PAYABLE

Seq : Cheque No. Status : Issued
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount	
Bank : 7 ACCOUNTS PAYABLE								
42597	17-Nov-2011	LUTHERSTRU	LUTHERS TRUCK & EQUIPMENT	Issued	243	C	924.67	
42598	17-Nov-2011	MACROCOMM	MACRO COMMUNICATIONS	Issued	243	C	150.00	
42599	17-Nov-2011	MIKEMCGEOR	MIKE MCGEORGE GOPHER CONTROL	Issued	243	C	400.00	
42600	17-Nov-2011	NAPAAUTOPA	NAPA AUTO PARTS	Issued	243	C	180.11	
42601	17-Nov-2011	ONLINE INF	ONLINE INFORMATION SERVICES	Issued	243	C	297.30	
42602	17-Nov-2011	PACIFICALA	PACIFIC ALARM	Issued	243	C	229.00	
42603	17-Nov-2011	PARSONS	PARSONS WATER & INFRASTRUCTURE INC.	Issued	243	C	23,663.50	
42604	17-Nov-2011	PRESTIGEMO	PRESTIGE MOBILE DETAIL	Issued	243	C	320.00	
42605	17-Nov-2011	REDWINE	REDWINE AND SHERRILL	Issued	243	C	61.50	
42606	17-Nov-2011	SGPWA	SAN GORGONIO PASS WATER AGENCY	Issued	243	C	210,488.00	
42607	17-Nov-2011	SOUTHMESA	SOUTH MESA WATER COMPANY	Issued	243	C	85,167.00	
42608	17-Nov-2011	STAPLES	STAPLES ADVANTAGE	Issued	243	C	680.34	
42609	17-Nov-2011	TERMINIX	TERMINIX	Issued	243	C	49.00	
42610	17-Nov-2011	UNDERGROU	UNDERGROUND SERVICE ALERT	Issued	243	C	84.00	
42611	17-Nov-2011	VERIZON	VERIZON	Issued	243	C	358.52	
42612	17-Nov-2011	VERIZONCRE	VERIZON CREDIT INC.	Issued	243	C	138.00	
42613	17-Nov-2011	VERIZONIPI	VERIZON BUSINESS	Issued	243	C	1,119.38	
42614	17-Nov-2011	WASTE MANA	RIVERSIDE COUNTY WASTE MANAGEMENT	Issued	243	C	8.00	
42615	17-Nov-2011	WASTEMANAC	WASTE MANAGEMENT OF INLAND EMPIRE	Issued	243	C	366.04	
42616	17-Nov-2011	WELLSFARGC	WELLS FARGO REMITTANCE CENTER	Issued	243	C	2,062.54	
42617	17-Nov-2011	WIENHOFF D	WIENHOFF DRUG TESTING	Issued	243	C	75.00	
42618	17-Nov-2011	Z&LPAVING	Z&L PAVING	Issued	243	C	5,485.00	
Total Computer Paid :		579,296.98	Total EFT PAP :		0.00	Total Paid :		579,296.98
Total Manually Paid :		0.00	Total EFT File :		0.00			

78 Total No. Of Cheque(s) ...

BEAUMONT-CERRY VALLEY WATER DISTRICT
Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Nov 22, 2011

Time : 3:27 pm

Supplier : A&A FENCE To ZETLMAIER
 Cheque Dt. : 01-Nov-2011 To 22-Nov-2011
 Bank : 10 - CUSTOMER REFUNDS

Seq : Cheque No. Status : Issued
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount		
1256	03-Nov-2011	LENNAR HOM	LENNAR COMMUNITIES INC.	Issued	234	C	129.50		
1257	03-Nov-2011	STMP001251	PARDEE HOMES	Issued	234	C	538.81		
1258	03-Nov-2011	STMP001252	HERNANDEZ, RALPH A	Issued	234	C	70.96		
1259	03-Nov-2011	STMP001253	CENTURY 21 OSBORNE REALTY- ABEL GAR	Issued	234	C	55.52		
1260	03-Nov-2011	STMP001254	DWYER, BARBARA J	Issued	234	C	100.00		
1261	03-Nov-2011	STMP001255	FRANK H. CERMACK c/o TRUSTEE TIFFANY I	Issued	234	C	57.41		
1262	03-Nov-2011	STMP001256	ZARATE, JENNIFER	Issued	234	C	26.57		
1263	03-Nov-2011	STMP001257	SHARP, RALPH & DEBORAH	Issued	234	C	173.52		
1264	03-Nov-2011	STMP001258	NEW WEST REAL ESTATE INC	Issued	234	C	22.04		
1265	03-Nov-2011	STMP001259	BERNATENE, JOE	Issued	234	C	14.91		
1266	03-Nov-2011	STMP001260	BARRY J. OVERHOLT	Issued	234	C	137.11		
1267	03-Nov-2011	STMP001261	RIVERHAWK PROPERTY MGMT	Issued	234	C	60.37		
1268	03-Nov-2011	STMP001262	LAURON, LIMA	Issued	234	C	42.85		
1269	03-Nov-2011	STMP001263	OSEGUERA, RUBEN	Issued	234	C	64.00		
1270	03-Nov-2011	STMP001264	SO CAL SANDBAGS INC	Issued	234	C	878.77		
1271	03-Nov-2011	STMP001265	K HOVNANIAN HOMES	Issued	234	C	220.00		
1272	03-Nov-2011	STMP001266	BEADOR CONSTRUCTION CO INC	Issued	234	C	443.66		
1273	03-Nov-2011	STMP001267	POWER GRADE INC.	Issued	234	C	258.91		
1274	03-Nov-2011	STMP001270	VILLAGE PROPERTY MANAGEMENT	Issued	234	C	13.38		
1275	03-Nov-2011	STMP001271	QUAN, LEON	Issued	234	C	39.24		
1276	03-Nov-2011	STMP001272	CERVANTES, OCTAVIO	Issued	234	C	250.00		
1277	03-Nov-2011	STMP001273	PACIFIC PARADISE GROUP	Issued	234	C	173.62		
1278	03-Nov-2011	STMP001274	MAMCO INC	Issued	234	C	622.26		
1279	03-Nov-2011	STMP001276	MORENO, ANGELINA	Issued	234	C	47.20		
1280	17-Nov-2011	KREUTZERNI	KREUTZER, NIKOLAUS	Issued	242	C	2,290.01		
1281	17-Nov-2011	STMP001275	SANCHEZ, RICHARD	Issued	242	C	232.59		
1282	17-Nov-2011	STMP001277	SARMIENTO, FRANCISCO & PURITA	Issued	242	C	40.72		
1283	17-Nov-2011	STMP001278	FRANK H. CERMACK c/o TRUSTEE TIFFANY I	Issued	242	C	66.11		
1284	17-Nov-2011	STMP001279	BELANGER, ROBERT & LINDA	Issued	242	C	43.82		
1285	17-Nov-2011	STMP001280	PERRIS REALTY INC	Issued	242	C	39.22		
1286	17-Nov-2011	STMP001281	C AND C PROPERTIES	Issued	242	C	168.51		
1287	17-Nov-2011	STMP001282	POWER GRADE INC.	Issued	242	C	260.60		
Total Computer Paid :		7,582.19		Total EFT PAP :		0.00		Total Paid :	7,582.19
Total Manually Paid :		0.00		Total EFT File :		0.00			

32 Total No. Of Cheque(s) ...



**Beaumont Cherry Valley Water District
Regular Board Meeting
December 14, 2011**

DATE: December 12, 2011
TO: Board of Directors
FROM: Eric Fraser, General Manager
SUBJECT: Approval of Pending Invoices

Recommendation

Staff recommends that the Board of Directors approves the Pending Invoices totaling \$40,880.85

Background

Staff has reviewed the pending invoices and found the services rendered were acceptable to the District.

Fiscal Impact

There is a \$40,880.85 impact to the District.

Attachments:

- Parsons Invoice#1111A127
- Daley & Heft#39458
- RWG 180724

MEMORANDUM

November 4, 2011

TO: Eric Fraser, General Manager
FROM: Steve Gratwick, Parsons
SUBJECT: Work During Billing Period: **10/01/11** through **10/28/11**
Invoice No. 1111A127

During this past billing period we performed the following tasks:

Task 01000 – General:

- Administration;.....\$389.50
- Water Supply Report/Fire Flow Analysis – Timoteo Industrial Park;.....\$1,020.00
- Noble Creek Inflatable Dam Project, Preliminary Design;.....\$510.00
- Water Supply Assessment – Timoteo Industrial Park;.....\$1,360.00
- As-Built Drawings for Various Reservoirs;.....\$1,700.00

Task 89000 – Recycled Water Master Plan Update:

Finalize water and recycled water system maps
and submit to District for review;.....\$340.00

Task 10001 – 2650 Zone Reservoir:

Prepare Record Drawings;.....\$510.00

Task 10004 – 24” Non-Potable Water Line:

Prepare and Finalize Record Drawings. Submit to District
Prepare Permit Letter and Submit to RCFCD;.....\$3,315.00

Task 10024 – Yucaipa Valley Water District Recycled Water Connection:

Finalize Alignment Report and Submit to District;.....\$1,020.00

TOTAL \$10,164.50

DENNIS W. DALEY †
ROBERT R. HEFT
NEAL S. MEYERS
RICHARD J. SCHNEIDER
ROBERT W. BROCKMAN, JR.
MITCHELL D. DEAN
DAVID P. BERMAN
SCOTT NOYA *
ROBERT H. QUAYLE, IV
GOLNAR J. FOZI
LEE H. ROISTACHER

MATTHEW E. BENNETT
SAMUEL C. GAZZO ††
SHIVA ELIHU STEIN
CRAIG A. BEALER
SANDRA K. DAWES
KRISTINA L. GAGNÉ
CHRISTOPHER M. BUSCH ††
ANDREA M. VELASQUEZ
MATTHEW T. RACINE **
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RON J. BEVERIDGE
OF COUNSEL

MELINDA M. DUDLEY
ADMINISTRATOR

† also admitted in Washington
* also admitted in Hawaii
†† also admitted in Iowa
††† also admitted in District of Columbia
** also admitted in Oregon

November 14, 2011

INVOICE NO. 39458

FINAL BILL

CONFIDENTIAL
ERIC FRASER, GENERAL MANAGER
BEAUMONT CHERRY VALLEY WATER DISTRICT
560 MAGNOLIA AVE
BEAUMONT, CA 92223.

BEAUM005

BEAUMONT-CHERRY VALLEY WATER
DISTRICT, ET AL.

Name of Insured BEAUMONT CHERRY VALLEY WATER DISTRICT

10/18/11	PREVIOUS BALANCE	37,656.17
	TOTAL THIS BILL	21,812.81
	<u>NEW BALANCE</u>	<u>59,468.98</u>

FOR SERVICES RENDERED THROUGH November 14, 2011



RICHARDS | WATSON | GERSHON

ATTORNEYS AT LAW – A PROFESSIONAL CORPORATION

355 South Grand Avenue, 40th Floor, Los Angeles, California 90071-3101
Telephone 213.626.8484 Facsimile 213.626.0078
Fed. I.D. No. 95-3292015

BEAUMONT-CHERRY VALLEY WATER DISTRICT
560 Magnolia Avenue
Beaumont, CA 92223-2258

November 16, 2011
Invoice # 180724

Re: 12788-0001 GENERAL COUNSEL SERVICES

Current Legal Fees	\$8,902.50
Current Client Costs Advanced	<u>\$1.04</u>
TOTAL CURRENT FEES AND COSTS.....	<u>\$8,903.54</u>

TERMS: PAYMENT DUE UPON RECEIPT

PLEASE RETURN THIS PAGE WITH YOUR REMITTANCE

LOS ANGELES | ORANGE COUNTY | SAN FRANCISCO

Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Unaudited
Through October 31, 2011

	<u>Current Month</u>	<u>Actual YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>Percent of the Budget</u>
Operating revenues:					
Water consumption sales	615,391	3,849,885	4,483,000	633,115	86%
Water service charges	199,342	1,764,638	1,958,960	194,322	90%
Water importation surcharges	147,891	956,566	1,645,592	689,026	58%
Water pumping power surcharges	203,266	1,311,799	1,350,000	38,201	97%
Development and installation charges	12,215	107,466	195,000	87,534	55%
Other charges for services	18,276	205,523	259,000	53,477	79%
Total operating revenues	1,196,382	8,195,878	9,891,552	1,695,674	83%
Operating expenses:					
Source of supply	452,486	4,042,402	3,841,313	(201,090)	105%
Transmission and distribution	82,244	797,352	964,093	166,741	83%
In house Inspections	2,652	31,293	24,000	(7,293)	130%
Customer accounts	13,969	160,972	217,630	56,658	74%
Maintenance & general plant	25,822	300,872	377,068	76,196	80%
In-House engineering	8,876	84,185	141,507	57,322	59%
Professional services	38,281	207,042	233,000	25,958	89%
Administrative	139,719	1,254,704	1,951,145	696,441	64%
Total operating expenses	764,049	6,878,822	7,749,756	870,933	89%
Operating income before depreciation	432,332	1,317,055	2,141,797	824,741	
Depreciation	159,915	1,692,823	2,200,000	507,177	77%
Operating Income Surplus/(Loss)	272,417	(375,768)	(58,204)	317,564	
Non-operating revenue					
Interest earnings	2,065	18,385	35,000	16,615	53%
Rental income	1,445	17,246	22,000	4,754	78%
Reimbursement Insurance	-	33,766	33,000	(766)	102%
Grant Income	-	-	75,000	75,000	0%
Other Non Operating Revenue	5,395	39,558	31,000	(8,558)	128%
Total other non-operating revenues	8,906	108,955	196,000	87,046	56%
Non-operating Expenses					
Principal debit	-	-	722,500	722,500	0%
Interest on principal debit	11,450	118,427	137,270	18,843	86%
Other non operating expenses	1,527	18,182	18,432	250	99%
Total non-operating (expenses)	12,977	136,608	878,202	741,594	16%
Net Surplus/(Loss) before capital contributions	268,346	(403,422)	(740,405)	(336,984)	
Capital contributions:					
Facilities charges	-	760,571	740,405	(20,166)	103%
Front footage fees	-	91,700	-	(91,700)	0%
Total capital contributions	-	852,271	740,405	(111,866)	115%
Change in net assets Surplus/(Loss)	268,346	448,849	-	-	

Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Detailed
Unaudited Through October 31, 2011

	<u>Current Month</u>	<u>Actual YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>% the Budget</u>
Operating revenues:					
Water consumption sales					
144010401	600,910	3,757,334	4,300,000	542,666	87%
144010402	14	26,172	28,000	1,828	93%
144010403	8,353	35,808	75,000	39,192	48%
144010414	6,114	30,570	80,000	49,430	38%
Water service charges (meter charge)					
144010400	199,342	1,764,638	1,958,960	194,322	90%
144010444	147,891	956,586	1,645,592	689,026	58%
144010445	203,266	1,311,799	1,350,000	38,201	97%
Development and installation charges					
144010404	1,912	47,171	145,000	97,829	33%
144010413	10,303	60,295	50,000	(10,295)	121%
Other charges for services					
144010407-					
144010439	(128)	9,854	33,000	23,146	30%
144010408	3,074	20,448	25,000	4,552	82%
144010410	160	2,220	2,000	(220)	111%
144010441	1,840	26,490	35,000	8,510	76%
144010442	5,685	69,755	78,000	8,245	89%
144010443	7,845	76,755	86,000	9,245	89%
	<u>18,276</u>	<u>205,523</u>	<u>259,000</u>	<u>53,477</u>	<u>79%</u>
Total operating revenues	<u>1,198,382</u>	<u>8,195,878</u>	<u>9,891,552</u>	<u>1,695,674</u>	<u>83%</u>
Operating expenses:					
Source of supply					
155200620	210,488	2,060,817	1,723,253	(337,564)	120%
155200623	85,167	425,860	0	(425,860)	0%
155200271	16,375	198,219	234,344	36,125	85%
155200281	5,429	53,972	64,737	10,765	83%
155200282	5,138	55,911	62,948	7,038	89%
155200283	132	1,321	1,656	335	80%
155200284	-	335	1,000	665	34%
155200285	80	345	3,500	3,155	10%
155200291	1,015	12,297	14,523	2,226	85%
155200292	237	2,876	3,396	520	85%
155200293	1,064	9,164	8,156	(1,008)	112%
155200511	-	54,682	68,000	13,318	80%
155200512	2,044	31,678	55,000	23,322	58%
155200513	38,214	94,477	138,000	43,523	68%
155200514	14	147	200	53	74%
155200515	87,089	1,038,816	1,430,000	391,184	73%
155200517	-	-	6,000	6,000	0%
155200518	-	30	400	370	8%
155200545	-	1,279	6,000	4,721	21%
155200562	-	177	0	(177)	0%
155200568	-	-	200	200	0%
155200625	-	-	20,000	20,000	0%
Total Source of supply	<u>452,486</u>	<u>4,042,402</u>	<u>3,841,313</u>	<u>(201,090)</u>	<u>105%</u>
Transmission and distribution					
155300271	32,811	353,953	434,117	80,164	82%
155300281	13,055	112,070	153,787	41,697	73%
155300282	10,302	97,840	101,739	3,899	96%
155300283	291	2,580	3,071	491	84%
155300284	130	914	3,000	2,086	30%
155300285	70	150	1,000	850	15%
155300291	2,030	21,867	26,915	5,048	81%
155300292	475	5,114	6,295	1,181	81%
155300293	2,128	18,497	19,939	1,442	93%
155300518	-	162	800	638	20%
155300530	4,734	34,748	38,000	3,252	91%

Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Detailed
Unaudited Through October 31, 2011

	<u>Current Month</u>	<u>Actual YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>% the Budget</u>
155300531	80	2,275	2,500	225	91%
155300534	8,020	113,255	128,000	14,745	88%
155300535	-	1,577	1,000	(577)	158%
155300536	8,118	15,086	12,000	(3,066)	126%
155300537	-	8,698	9,000	302	97%
155300539	-	8,383	15,000	6,617	56%
155300540	-	203	(2,300)	(2,503)	-9%
155300541	-	-	10,000	10,000	0%
155300568	-	-	250	250	0%
Total transmission and distribution	82,244	797,352	964,093	166,741	83%
In House inspections					
155350271	1476	18,256	15,400	(2,856)	119%
155350281	391	4,257	3,000	(1,257)	142%
155350282	552	6,042	2,400	(3,642)	252%
155350283	13	138	250	112	55%
155350284	-	-	250	250	0%
155350291	98	1,180	1,350	170	87%
155350292	22	276	350	74	79%
155350293	101	1,145	1,000	(145)	114%
	<u>2652</u>	<u>31,293</u>	<u>24,000</u>	<u>(7,293)</u>	<u>130%</u>
Customer accounts					
155400271	7,303	90,406	123,342	32,936	73%
155400281	3,108	31,181	48,133	16,952	65%
155400282	2,458	26,741	28,758	2,017	93%
155400283	67	673	874	201	77%
155400284	-	86	750	664	11%
155400285	-	-	400	400	0%
155400291	453	5,835	7,647	2,012	74%
155400292	106	1,318	1,788	470	74%
155400293	475	4,931	5,438	507	91%
155400518	-	-	300	300	0%
155400568	-	-	200	200	0%
Total customer accounts	13,989	160,972	217,630	56,658	74%
Maintenance & general plant					
From 1-5-5610515 to					
155640591	6,359	69,152	91,500	22,348	76%
155700589	6,135	61,281	86,722	25,441	71%
155700590	3,124	5,076	9,100	4,024	56%
155700591	110	2,373	700	(1,673)	339%
155700592	-	9,756	8,000	(1,756)	122%
155700593	-	2	0	(2)	0%
155700594	925	26,138	30,000	3,862	87%
155700595	-	-	0	0	0%
155700596	3,891	41,870	33,046	(8,824)	127%
155700597	765	2,956	3,000	44	99%
155700598	3,804	62,126	75,000	12,874	83%
155700601	710	20,143	40,000	19,857	50%
Total maintenance & general plant	25,822	300,872	377,068	76,196	80%
In-House engineering					
155800271	6,325	59,360	104,000	44,640	57%
155800281	448	4,055	5,735	1,880	71%
155800282	1,267	11,375	12,000	625	95%
155800283	38	325	400	75	81%
155800285	-	2,238	5,000	2,762	45%
155800291	392	3,680	6,459	2,779	57%
155800292	92	861	1,510	649	57%
155800293	314	2,291	1,903	(388)	120%
155800518	-	-	500	500	0%
155800546	-	-	4,000	4,000	0%
Total in-house engineering	8,876	84,185	141,507	57,322	59%
Professional services					

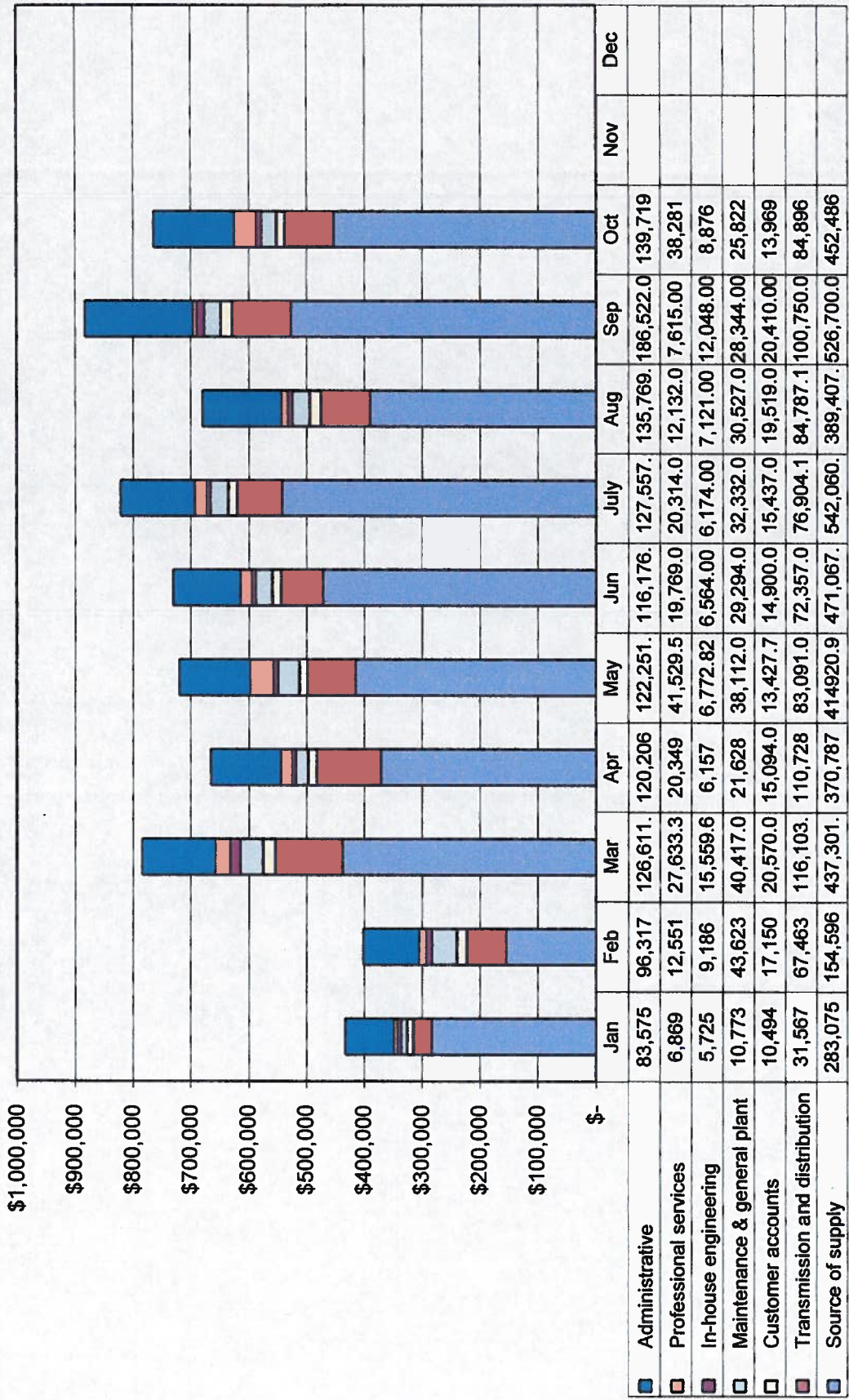
Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Detailed
Unaudited Through October 31, 2011

		<u>Current Month</u>	<u>Actual YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>% the Budget</u>
155810611	GENERAL LEGAL	37,718	134,536	150,000	15,464	90%
155810614	AUDIT	-	13,549	23,000	9,451	59%
155820611	GENERAL ENGINEERING	564	50,249	50,000	(249)	100%
155820612	DEVELOPMENT - REIMB. ENGINEERING	-	6,593	6,000	(593)	110%
155820615	ENGINEERING - PERMITTING (REC WATER)	-	2,116	4,000	1,884	53%
	Total professional services	<u>38,281</u>	<u>207,042</u>	<u>233,000</u>	<u>25,958</u>	89%
General and administrative						
155500271	LABOR	58,691	536,746	875,991	339,245	61%
155500281	HEALTH INSURANCE	13,486	116,075	224,132	108,057	52%
155500282	RETIREMENT/CALPERS	17,793	144,361	199,772	55,411	72%
155500283	LIFE INSURANCE	426	3,492	6,028	2,536	58%
155500284	UNIFORMS EMPLOYEE BENEFIT	-	119	1,000	881	12%
155500285	EDUCATION EXPENSES	-	110	0	(110)	0%
155500291	SOCIAL SECURITY	3,639	33,261	54,311	21,050	61%
155500292	MEDICARE	851	7,779	12,701	4,922	61%
155500293	WORKER'S COMPENSATION INSURANCE	1,331	7,708	7,521	(187)	102%
155500294	UNEMPLOYMENT INSURANCE	-	3,475	13,000	9,525	27%
155500518	SEMINAR & TRAVEL EXPENSES	-	775	2,000	1,225	39%
1155500544	BANK PROCESSING FEES -LOCK BOX	-	-	39,287	39,287	0%
155500547	EMPLOYER SHARE FOR RETIRED (CALPERS)	589	5,688	6,000	312	95%
155500548	ADMINISTRATIVE COSTS (CALPERS)	136	1,400	1,600	200	88%
155500549	BANK CHGS/MONEY MARKET/TRANS. FEES	3,387	24,958	26,000	1,042	98%
155500553	TEMPORARY LABOR	4,534	4,534	20,000	15,466	23%
155500555	OFFICE SUPPLIES	2,060	38,575	32,150	(6,425)	120%
155500556	OFFICE EQUIPMENT/SERVICE AGREEMENTS	6,724	69,732	69,050	(682)	101%
155500557	OFFICE MAINTENANCE	1,201	11,436	14,000	2,564	82%
155500558	MEMBERSHIP DUES	2,768	22,035	30,000	7,965	73%
155500560	OFFICE EQUIP.MAINT. & REPAIRS	-	61	3,950	3,889	2%
155500561	POSTAGE	1,869	41,441	48,000	6,559	86%
155500562	SUBSCRIPTIONS	297	3,603	5,000	1,397	72%
155500563	MISCELLANEOUS OPERATING SUPPLIES	532	5,365	7,700	2,335	70%
155500564	MISCELLANEOUS TOOLS/EQUIPMENT	683	6,032	4,092	(1,940)	147%
155500567	EMPLOYEE MEDICAL/FIRST AID	-	475	500	25	95%
155500568	RANDOM DRUG TESTING	-	-	300	300	0%
155500570	PROPERTY/AUTO/GEN LIABILITY INSURANCE	7,818	75,071	100,000	24,929	75%
155500572	STATE MANDATES AND TARIFFS	-	13,716	32,000	18,284	43%
155500573	MISCELLANEOUS EXPENSES	3,223	8,280	4,500	(3,780)	184%
155500574	PUBLIC EDUCATION	2,463	12,967	10,000	(2,967)	130%
155500575	PROPERTY DAMAGE	-	150	2,000	1,850	8%
155500578	IT SUPPORT/SOFTWARE SUPPORT	3,383	37,183	45,000	7,817	83%
155500630	BAD DEBT EXPENSES	-	-	0	0	0%
155510271	BOARD OF DIRECTOR FEES	1,710	16,226	48,850	32,624	33%
155510291	SOCIAL SECURITY-FICA	106	1,047	3010	1,963	3%
155510241	MEDICARE	25	245	500	255	49%
155510293	WORKER'S COMPENSATION	34	282	200	(82)	0%
155510551	SEMINAR & TRAVEL EXPENSES	-	-	1,000	1,000	0%
155510552	ELECTIONS	-	300	0	(300)	0%
	Total Administrative (Incl B of Directors)	<u>139,719</u>	<u>1,254,704</u>	<u>1,951,145</u>	<u>696,441</u>	64%
1,233,236	Total operating expenses	<u>764,049</u>	<u>6,878,822</u>	<u>7,749,756</u>	<u>870,933</u>	89%
	Operating income before depreciation	<u>432,332</u>	<u>1,317,055</u>	<u>2,141,797</u>	<u>824,741</u>	61%
155700599	Depreciation	159,915	1,692,823	2,200,000	507,177	77%
	Operating Income Surplus/(Loss)	<u>272,417</u>	<u>(375,768)</u>	<u>(58,204)</u>	<u>317,564</u>	
Non-operating revenue						
144010446- 144020435	Interest Earnings	2,065	18,385	35,000	16,615	53%
144010412 and From 1-4-4011- 412-40	Rental Income	1,445	17,246	22,000	4,754	78%
144010409	Reimbursement Insurance	-	33,766	33,000	(766)	102%
144030600	Grant Income	-	-	75,000	75,000	0%

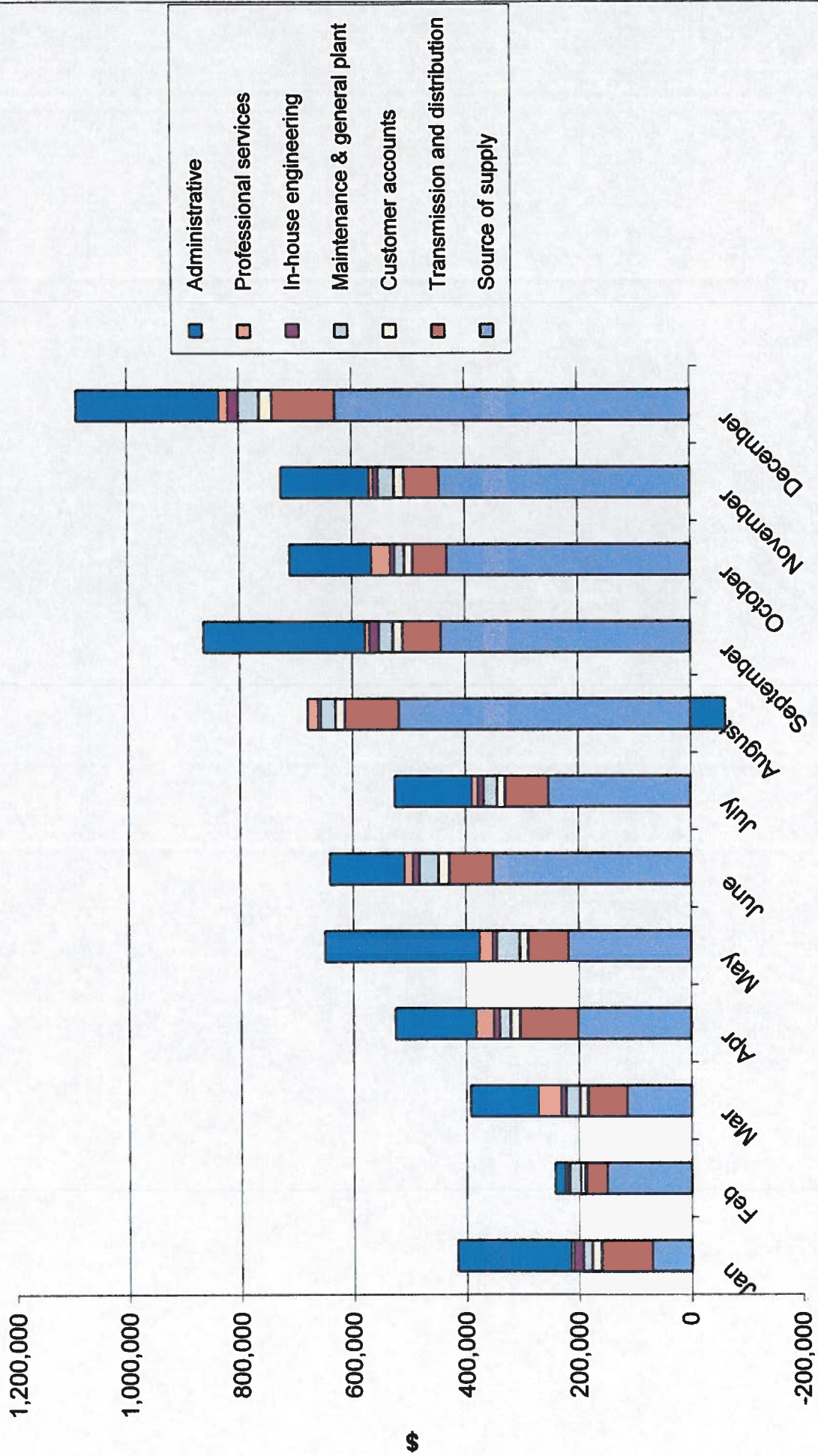
Beaumont-Cherry Valley Water District
Statements of Revenues, Expenses, and Changes in Net Assets
Detailed
Unaudited Through October 31, 2011

	<u>Current Month</u>	<u>Actual YTD</u>	<u>Adopted Budget</u>	<u>Budget Remaining</u>	<u>% the Budget</u>
1-4-4010411- 144010448- 144010-449-14- 4030-452					
Other non-operating revenues	5,395	39,558	31,000	(8,558)	128%
Total non-operating (revenues)	<u>8,906</u>	<u>108,955</u>	<u>196,000</u>	<u>87,046</u>	<u>56%</u>
Non-operating Expenses					
155500587	0	0	722,500	722,500	0%
155500588	11,450	118,427	137,270	18,843	86%
155500631- 155820617	1,527	18,182	18,432	250	99%
Other non operating expenses	<u>1,527</u>	<u>18,182</u>	<u>18,432</u>	<u>250</u>	<u>99%</u>
Total non-operating (expenses)	<u>12,977</u>	<u>136,608</u>	<u>878,202</u>	<u>741,594</u>	<u>16%</u>
Net surplus/(Loss) before capital contributions	<u>268,346</u>	<u>(403,422)</u>	<u>(740,405)</u>	<u>(336,984)</u>	<u>46%</u>
Capital contributions:					
144020422-432	-	760,571	740,405	(20,166)	103%
144020421	-	91,700	-	(91,700)	0%
Facilities charges	<u>-</u>	<u>760,571</u>	<u>740,405</u>	<u>(20,166)</u>	<u>103%</u>
Front footage fees	<u>-</u>	<u>91,700</u>	<u>-</u>	<u>(91,700)</u>	<u>0%</u>
Total capital contributions	<u>-</u>	<u>852,271</u>	<u>740,405</u>	<u>(111,866)</u>	<u>115%</u>
Change in net assets Surplus/(Loss)	<u>268,346</u>	<u>448,849</u>	<u>-</u>	<u>-</u>	<u>0%</u>

Operating Expenses by Activity - Ending October 2011



Operating Expenses by Activity - December 2010



**Beaumont-Cherry Valley Water District
Month-end Financial Statement
Cash and Investments (Unaudited)
As of October 31, 2011**

Cash and cash equivalents	6,457,572
Restricted:	
Debt service	91,450
Construction	<u>57,351</u>
Total	<u><u>6,606,372</u></u>

Cash and cash equivalents consist of the following:

Petty cash	1,400
Deposits with financial institutions	<u>6,456,172</u>
Total cash and cash equivalents	<u><u>6,457,572</u></u>

**Beaumont-Cherry Valley Water District
Bank of America Note Reconciliation
Oct- 31, 2011**

	FY2011
Balance of Funds received on March 31, 2010	\$215,489.22
Add: FY 2011 Year to date Interest earned	\$194.72
Less: reimbursement for costs incurred on capital projects	
2800 Zone Tank	
24" Recycled - Brookside	
1 MG Reservoir/Booster	\$64,818.93
24" Recycled - Westerly Loop Phase 4B Ring Ranch Rd	
24" Recycled - Westerly Loop Phase 4A	<u>\$93,514.49</u>
Total	<u>\$158,333.42</u>
Capital Project Fund balance	<u><u>\$57,350.52</u></u>

**RECORD OF THE MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
BEAUMONT CHERRY VALLEY WATER DISTRICT
November 9, 2011**

Call to Order, President Ball

President Ball called the meeting to order at 7:00 p.m., 560 Magnolia Avenue, Beaumont, California.

Pledge of Allegiance, Director Guldseth

Director Guldseth led the pledge.

Invocation, Director Halliwill

Director Halliwill recited an invocation.

Roll Call

Present at this meeting were President Ball, Vice President Woll, and Directors Halliwill, Guldseth and Ross. Also present at this meeting were Legal Counsel James Markman, General Manager Eric Fraser and Executive Assistant Blanca Marin.

Members of the public that registered their attendance were: John Jeter, Minnie Birchard, Lee Birchard, Barbara Brown, Hal Flanders, Tommy Thompson and Ray Morris.

Public Input

Secretary Ross invited Tommy Thompson to address the Board on an item not on the agenda. Mr. Thompson introduced himself as the new area representative from the Building Industry Association replacing Mark Knorringa.

Closed Session (One Matter)

A Closed Session will be held to confer with Legal Counsel on existing litigation pursuant to subdivision (a) of Government Code Section 54956.9 (Re: Joseph Scott vs. Beaumont Cherry Valley Water District, Superior Court of California, County of Riverside, Case No. RIC 10021518).

President Ball adjourned the meeting to Closed Session at 7:04 p.m.

President Ball reconvened to open session at 7:12 p.m.

General Counsel Markman reported that the board met in Closed Session regarding existing litigation pursuant to subdivision (a) of Government Code Section 54956.9, Joseph Scott v. Beaumont Cherry Valley Water District, Case No. RIC 10021518 and that during Closed Session the board unanimously agreed on a settlement. He stated that the public can request a copy of the settlement agreement as it is now a public record under the Public Records Act.

ACTION ITEMS

1. Adoption Of The Agenda

Director Guldseth moved to adopt the agenda as presented. Vice President Woll seconded. The Motion passed unanimously.

2. Consent Calendar: All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and will be enacted in one motion. There will be no discussion of these items prior to the time the board considers the motion unless members of the board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar.

- a. October 2011 Bills for Consideration**
- b. October 2011 Invoices Pending Approval**
- c. September 2011 Month End Financial Statement**
- d. Minutes of the Special Meeting of October 12, 2011**
- e. Minutes of the Regular Meeting of October 12, 2011**

Secretary Ross requested that item 2f be pulled from the Consent Calendar as there was a request to speak on this item and a vote was to be taken separately.

Director Halliwill moved to approve items 2a through 2e. Director Ross seconded. The motion passed unanimously.

- f. Minutes of the Special Meeting of October 26, 2011**

Secretary Ross invited Niki Magee to address the board on this item. Ms. Magee requested that her statement as read in the minutes be modified to read as follows: Ms. Magee requested that the District enforce the 'water deeds'.

Director Halliwill moved to approve Item 2f as modified. Director Ross seconded. The motion passed unanimously.

3. Discussion regarding compensation of board members**

Vice President Woll moved continue with the same policy. Director Guldseth seconded. The motion passed unanimously.

4. Resolution 2011-08, A Resolution of the Board of Directors of the Beaumont Cherry Valley Water District Designating New Division Boundaries**

General Manager, Eric Fraser provided a brief report on this item. He stated that the Elections Code requires that the District adjust division boundaries of the elected board of directors after each Federal Census to equalize the population as far as practicable.

Vice President Woll moved to approve amended Division Boundary map by approving Resolution 2011-08. Director Guldseth seconded. The motion passed unanimously.

5. Reports For Discussion And Possible Action

(a) Ad hoc Committees

No reports by ad hoc committees were given.

(b) General Manager

- General Manager's Report

General Manager Fraser reported that 664 acre feet of imported water was purchased and recharged for the month of October and that the recharged water year-to-date amount was 7,587 acre feet with a total of 23,321 acre feet of water recharged since 2006.

(c) Directors Reports

Vice President Woll requested an update on a previous action item regarding an AB1234 training that was supposed to be scheduled for board members and staff.

(d) Legal Counsel Report

After discussion the board and legal counsel agreed to have Ethics training on Saturday, November 19, 2011 at 8:00 a.m.

ANNOUNCEMENTS

- A) District will be closed on November 24 in observance of the Thanksgiving Day
- B) Finance & Audit Meeting, December 1, 2011 at 2:30 p.m.
- C) Regular Board Meeting, December 14, 2011 at 7:00 p.m.

ACTION LIST FOR FUTURE MEETINGS

- None

ADJOURNMENT

President Ball adjourned the meeting at 7:40 p.m.

Dr. Blair Ball, President of the
Board of Directors of the
Beaumont Cherry Valley Water District

Attest:

Kenneth Ross, Secretary to the
Board of Directors of the
Beaumont Cherry Valley Water District

**MINUTES OF THE
WORKSHOP OF THE
BOARD OF DIRECTORS OF THE
BEAUMONT CHERRY VALLEY WATER DISTRICT
November 19, 2011**

Call to Order, President Ball

President Ball called the meeting to order at 8:00 a.m., 560 Magnolia Avenue, Beaumont, California.

No members of the public registered their attendance.

Pledge of Allegiance, President Ball

President Ball led the pledge.

Invocation, Vice President Woll

Vice President Woll recited an invocation.

Roll Call

Present at this meeting were President Ball, Vice President Woll and Directors Ross, Guldseth and Halliwill, Legal Counsel James Markman, General Manager Eric Fraser and Assistant General Manager Anthony Lara.

Public Input

No public input was presented.

1. Workshop

Ethics Training as required by AB1234, by James Markman, Legal Counsel

Legal Counsel Markman conducted the Ethics Training responding to questions from the Board.

ADJOURNMENT

President Ball adjourned the meeting at 10:30 a.m.

Dr. Blair Ball, President of the
Board of Directors of the
Beaumont Cherry Valley Water District

Attest:

Kenneth Ross, Secretary to the
Board of Directors of the
Beaumont Cherry Valley Water District



**Beaumont Cherry Valley Water District
Regular Board Meeting
December 14, 2011**

DATE: December 8, 2011
TO: Board of Directors
FROM: Eric Fraser, General Manager
SUBJECT: Director of Finance and Administrative Services (Financial Officer) Candidate Appointment

Recommendation

Staff recommends the Board of Directors authorize the General Manager to appoint the Director of Finance and Administrative Services (Financial Officer) and establish a salary range up to \$134,992 for the position.

Background

Section 20, Subpart I, Part II, of the Policies and Procedures Manual titled *Director-General Manager Financial Officer Relationship*, requires the Board to review the recommendations of the General Manager with respect to appointment of a Financial Officer to insure that they meet current policy.

Over fifteen applications were received as a result of the recruitment process for the Director of Finance and Administrative Services. The process was initiated in October using several forms of advertising including; Jobs Available, BC Water Jobs, Western Cities Magazine and the BCVWD website.

The scope of duties for the position and associated qualifications are as follows:

Under the direction of the General Manager, the Director of Finance and Administrative Services will assume full responsibility of all Finance and Administrative Services Department activities and operations including finance, human resources, risk management, purchasing and information technology. The Director of Administrative Services will manage the development of the annual budget, direct disbursement of District funds and controls expenditures, interpret and enforce governmental accounting and auditing standards, oversee administration of the District's fiscal policies and procedures, ensure timely compliance with any audit findings, and prepare financial statements and other documentation required by law.

The Director will serve as the Personnel Officer for the District and will manage a comprehensive program of personnel services including recruitments, employee relations, benefits administration, employee compensation, performance evaluations, training and employee development plans. The ideal candidate will be an experienced municipal finance and administrative services professional with senior management and supervisory experience, strong interpersonal skills, and a collaborative approach. A Bachelor's Degree in public administration, business administration or a related field is required. A Master's



Degree in public administration, finance or a related field and possession of a CPA License is highly desirable.

A Salary Range of up to \$134,992 annually depending on qualifications is proposed for this at-will position.

As a result of the recruitment effort, several candidates were evaluated with respect to the needs of the District. Interviews that included local agency managers and finance officers were utilized to screen the applicants. Three principal candidates were identified that are being considered for appointment. In order to protect the privacy of the applicants, no identifying information will be provided. In accordance with policy, the Board's function is to review the recommendations provided and insure that it meets policy. Actual selection and appointment of the Financial Officer is the responsibility of the General Manager. The candidates are presented in no particular order:

Candidate 1 holds a Bachelors Degree in Business Administration with an emphasis in accounting from a California State University and a year of post-graduate coursework in government accounting. This candidate is a CPA with extensive audit experience of public and private agencies.

Candidate 2 graduated with a Bachelors Degree in Business Administration Accounting option from a California State University, holds professional designations as a Certified Internal Auditor, Certified Fraud Examiner, Certification in Control Self-Assessment and is a Certified Government Accounting Professional. This candidate has an extensive government auditing background with supervisory and board interaction experience.

Candidate 3 holds a Bachelors Degree in Business Administration with an emphasis in accounting from a California State University and a year of MBA coursework. This candidate has extensive government accounting background with various public agencies including utilities.



**Beaumont Cherry Valley Water District
Regular Board Meeting
December 14, 2011**

DATE: December 12, 2011
TO: Board of Directors
FROM: Joseph Reichenberger, District Engineer
SUBJECT: Annexation of Parcels on E. 4th Street (Beaumont Business Center)

Recommendation

Approve annexation of the Beaumont Business Park parcels and the water service to proposed Building "C".

Background:

The Applicant Beaumont Business Center has requested water service from the District for a new 540,000 sq ft industrial building at the northerly extension of Nicholas Rd (north of 4th St in Beaumont), shown as "C" on the attached aerial photo. Building "C" is located just northeast of two existing industrial warehouse buildings "A" and "B" which have service from the District, but are currently unoccupied. (These are the former ProLogis buildings.)

On review of the District's records, these parcels, as well as the parcel to the west were never annexed to the District. The Applicant made the appropriate deposits several years ago but the District never completed the annexation for some unknown reason but nevertheless the existing warehouses are receiving water service from the District.

At this time the Applicant, at the District's request, is requesting annexation which requires Board Approval (See attached email).

BCVWD has collected Facilities Fees and installed a commercial service (10") and recycled water meter to each of the two existing buildings ("A" and "B"). Buildings "A" and "B" are 125,000 and 450,000 sq ft respectively. Buildings "A" and "B" have a water demand of 1.99 EDUs and 4.53 EDUs for Buildings "A" and "B" respectively. These are existing demands as all fees have been paid.

Request for Water Service for Proposed Warehouse Building "C"

The Applicant wishes to construct a third warehouse building, Building "C" with an estimated 540,000 sq ft floor area. The District Engineer has preliminarily projected this building will have a water demand of 5.44 EDUs. This will be confirmed when the final plans are submitted. The District Engineer determines the impact of the 5.44 EDUs of warehouse demand on the District's system is negligible. The Applicant will also require a fire service and most likely a recycled water service for landscaping. Fire flow to the site is required to be 4000 gallons per minute at 4 hours duration. This can easily be met from the existing 24-in line in 4th Street.

Fiscal Impact:

There will be no fiscal impact to the District as all the fees for annexation and facility installation costs will be paid for by the developer.

Blanca

From: dball@ctrinvestors.com
Sent: Thursday, October 06, 2011 10:27 AM
To: blanca.marin@bcvwd.org
Subject: Water Service

Blanca:

By way of this e-mail, I am requesting the Beaumont Cherry Valley Water District to provide water to two buildings located at, 520 Fourth Street and 415 Nicholas Road.

Thank You

Dave Ball



David L. Ball, A.I.A., LEED
Senior Vice President
65 Enterprise, Suite 150
Aliso Viejo, CA 92656
Telephone: 949-330-5773





**Beaumont Cherry Valley Water District
Regular Board Meeting
December 14, 2011**

DATE: December 14, 2011
TO: Board of Directors
FROM: Joseph Reichenberger, District Engineer
SUBJECT: Will Serve for Proposed 24-lot Subdivision Tentative Tract 32528, Cherry Valley

Recommendation

Approve water service to Tentative Tract 32528 subject to the conditions below. Direct staff to prepare, or have prepared, an updated engineering report of water supply.

Background:

The Applicant, Sam Akbarpour, sent a letter dated November 15, 2011, requesting a water "will serve" letter for a 24-lot subdivision of APN 405-060-010 south side of Orchard Avenue and east of Nancy Avenue in Cherry Valley. The parcel is within the District. Each lot is proposed to be about 1 acre in area. The total impact on the District's potable water system is 24 EDUs.

The project originally came before the Board in August 2004 when the District Board of Directors issued a "will serve" letter to Mr. Darryl More for the very same project. The District Engineer prepared a "Preliminary Report of Water Supply" dated February 2006. The project has not been started. The "will serve" has expired and the water supply report needs to be updated.

The project can be served from the District's Noble (3040) pressure zone. There is a 16-in pipeline in Nancy Avenue and a 16-in pipeline in Orchard Street. Both are adequate to serve the project. A copy of the parcel map is attached.

Conditions

1. To minimize the use of potable water, the District Engineer requires the applicant conform to the County of Riverside Ordinance 859 as amended which pertains to water efficient landscape requirements and the following.
 - a. Landscaped areas which have turf, shall have "smart irrigation controllers" which use Evapotranspiration (ET) data to automatically control the watering. Systems shall have an automatic rain sensor to prevent watering during and shortly after rainfall. Automatically determine watering schedule based on weather conditions, and not require seasonal monitoring changes. Orchard areas shall have drip irrigation.
 - b. Landscaping in non-turf areas should be drought tolerant consisting of planting materials similar to that at the District's demonstration garden at the Groundwater Recharge site. Irrigation systems for these areas should be drip or bubbler type.
2. The Water Supply Report dated February 2006 be updated and the Applicant enter into a main extension agreement and conform to all of the Rules and Regulations governing Water Service as amended.

Fiscal Impact:

There will be no fiscal impact to the District as all fees for studies, plan preparation, plan check, inspection and costs for facility construction will be paid for by the applicant.

November 15, 2011

Beaumont Cherry Valley Water District
560 Magnolia Avenue
Beaumont, CA 92223-2258
(951) 845-9581

To whom this may concern,

We are requesting a water will server letter for APN 405-060-010. We are proposing a tentative tract map of 24 residential lots to be built, the tract no. is 32528. There was a letter issued in back in 2004 per your records. We appreciate your time and if you have any further questions just give us a call.

With Regards,
Sam Akbarpour

