



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

**NOTICE AND AGENDA  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

*This meeting is hereby noticed pursuant to  
California Government Code Section 54950 et. seq.*

**Wednesday, October 9, 2024 - 6:00 p.m.**  
**560 Magnolia Avenue, Beaumont, CA 92223**

**TELECONFERENCE NOTICE**

*The BCVWD Board of Directors will attend in person at the BCVWD  
Administrative Office and/or via Zoom video teleconference pursuant to  
Government Code 54953 et. seq.*

*To access the Zoom conference, use the link below:*  
<https://us02web.zoom.us/j/84318559070?pwd=SXlzMFZCMGh0YTFlL2tnUGlpU3h0UT09>

*To telephone in, please dial: **(669) 900-9128**  
Enter Meeting ID: **843 1855 9070** / Enter Passcode: **113552***

*For Public Comment, use the “**Raise Hand**” feature if on the  
video call when prompted, if dialing in, please **dial \*9 to “Raise Hand”**  
when prompted*

*BCVWD provides remote attendance options primarily as a matter of  
convenience to the public. Unless a Board member is attending remotely  
pursuant to provisions of GC 54953 et. seq., BCVWD will not stop or  
suspend its in-person public meeting should a technological interruption  
occur with respect to the Zoom teleconference or call-in line listed on the  
agenda. Members of the public are encouraged to attend BCVWD meetings  
in person at the above address, or remotely using the options listed.*

*Meeting materials are available on the BCVWD website:*  
<https://bcvwd.gov/document-category/regular-board-agendas/>

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**BCVWD REGULAR MEETING – OCTOBER 9, 2024**

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**Call to Order: President Covington**

**Pledge of Allegiance: Director Slawson**

**Invocation: Director Williams**

**Announcement and Verification of Remote Meeting Participation Pursuant To AB 2449 or GC 54953(b)**

**Roll Call and Introduction of Staff Members Present**

**Public Comment**

Roll Call - Board of Directors

	President John Covington
	Vice President Daniel Slawson
	Secretary Lona Williams
	Treasurer Andy Ramirez
	Member David Hoffman

**PUBLIC COMMENT: RAISE HAND OR PRESS \*9 to request to speak when prompted. If you are present in the Board Room, please fill out a Request to Speak card and deliver it to the Recording Secretary.**

At this time, any person may address the Board of Directors on matters within its jurisdiction. However, state law prohibits the Board from discussing or taking action on any item not listed on the agenda. Any non-agenda matters that require action will be referred to Staff for a report and possible action at a subsequent meeting. **Please limit your comments to three minutes.** Sharing or passing time to another speaker is not permitted.

***Action may be taken on any item on the agenda.  
Information on the following items is included in the full Agenda Packet.***

1. **Adjustments to the Agenda:** In accordance with Government Code Section 54954.2, additions to the agenda require a 2/3 vote of the legislative body, or if less than 2/3 of the members are present, a unanimous vote of those members present, which makes the determination that there is a need to take action, and the need to take action arose after the posting of the agenda.
  - a. Item(s) to be removed or continued from the Agenda
  - b. Emergency Item(s) to be added to the Agenda
  - c. Changes to the order of the agenda

**ACTION ITEMS**

*Action may be taken on any item on the agenda. Information on the following items is included in the full Agenda Packet.*

**2. Reports / Presentations / Information Items**

Reports from consultants, contractors, or staff. Presentations may be made upon request of the Board. Any requested presentations should be limited to no longer than five (5) minutes.

The Board may receive and file the following reports with one motion:

- a. Update on Water Theft Since Updated Miscellaneous Fees Adoption (pages 6 - 8)
- b. Annual Disclosure of Director or Employee Reimbursements over \$100 (Government Code 53065.5) (pages 9 - 10)
- c. Annual Review of Director Per Diem Compensation (pages 11 - 18)
- d. Acknowledgement of Receipt of the Low-Income Household Water Assistance Program (LIHWAP) Partnership Award (pages 19 - 20)
- e. Townsend Public Affairs, Inc. Monthly Update (pages 21 - 37)

**BCVWD REGULAR MEETING – OCTOBER 9, 2024**

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- 3. **Consent Calendar:** All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and may be approved 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) Review of the August 2024 Budget Variance Reports (pages 38 - 49)
  - b) Review of the August 30, 2024 Cash/Investment Balance Report (pages 50 - 76)
  - c) Review of Check Register for the Month of September 2024 (pages 77 - 94)
  - d) Review of September 2024 Invoices Pending Approval (pages 95 - 97)
  - e) Minutes of the Regular Meeting of July 25, 2024 (pages 98 - 107)

- 4. **Resolution 2024-\_\_:** Adjustment to the BCVWD Fiscal Year 2024 Operating Budget for Additional Water Supply Purchase (pages 108 - 113)

- 5. **Resolution 2024-\_\_:** Acceptance of an Easement for District Facilities on behalf of BCVWD for an area north of Oak Valley Parkway and west of the I-10 Freeway (pages 114 - 128)

- 6. **Resolution 2024-\_\_** Amending the District’s Policies and Procedures Manual Parts I and III (pages 129 - 202)

a.	Policy 3136	Succession and Workforce Planning
b.	Policy 3176	Transfers and Voluntary Demotion
c.	Policy 3255	Other Mandated Leaves of Absence
d.	Policy 5025	Illness and Injury Prevention Program

- 7. **Request to Rescind Continuation of Service for Previously Approved Project At 1680 E 6th Street, Suite A (APN 419-150-006) – East of Allegheny Avenue, and West of Highland Springs Avenue** (pages 203 - 208)

- 8. **Consider Setting a Date for a Public Hearing and Adoption of Ordinance 2024-01: Providing for Compensation of the Members of the Board of Directors of the Beaumont-Cherry Valley Water District and Superseding Ordinance 2023-01** (pages 209 - 217)

- 9. **Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem** (pages 218 - 221)

- 10. **Reports For Discussion and Possible Action**

- a. Ad Hoc Committees
  - i. Communications
  - ii. Sites Reservoir
  - iii. Bogart Park
  - iv. Water Re-Use 3x2

## BCVWD REGULAR MEETING – OCTOBER 9, 2024

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### b. Directors' Reports

*In compliance with Government Code § 53232.3(d), Water Code § 20201, and BCVWD Policies and Procedures Manual Part II Policies 4060 and 4065 directors claiming a per diem and/or expense reimbursement (regardless of pre-approval status) will provide a brief report following attendance.*

- ACWA CLE Workshop Easements Aren't Easy and General Counsel Roles & Responsibilities on September 25 & October 2, 2024 (Ramirez)
- Beaumont Basin Watermaster Meeting on October 2, 2024 (Slawson)
- Institutes for Local Government Webinar: Brown Act Basics on October 3, 2024 (Covington, Hoffman, Ramirez, Slawson, Williams)
- Riverside County Water Task Force Speaker Series Webinar on October 4, 2024 (Covington, Hoffman, Ramirez, Slawson, Williams)

### c. Directors' General Comments

### d. General Manager's Report

### e. Legal Counsel Report

## 11. Topic List for Future Meetings

*Any Director may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors*

	Item requested	Date of request	Requester
A	Update / presentation on the AMR / AMI project	12/14/22	
B	Presentation on the San Bernardino Valley Resource Conservation District	7/13/22	
C	Presentation on solar power opportunities	12/14/22	Ramirez
D	Sites Reservoir update	2/23/23	
F	Operations Center update		

## 12. Announcements

*Check the meeting agenda for location and potential teleconference information.*

- Finance & Audit Committee special meeting: Thursday, Oct. 17 at 3 p.m.
- Personnel Committee meeting: Tuesday, Oct. 15 at 5:30 p.m.
- Engineering Workshop: Thursday, Oct. 24 at 6 p.m.
- Collaborative Agencies Committee meeting: Wednesday, Nov. 6 at 5 p.m.
- Finance & Audit Committee meeting: Thursday, Nov. 7 at 3 p.m.
- District office will be closed on Monday, Nov. 11 in observation of Veterans Day
- Regular Board meeting: Wednesday, Nov. 13 at 6 p.m.



### 13. Closed Session

- a) CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to California Government Code Section 54956.8  
Property: APNs 408-080-009, 408-080-010, 408-080,011, 480-080-012  
Agency Negotiator: Dan Jagers, General Manager  
Under Negotiation: Price and terms of payment
- b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to Government Code Section 54947  
Title: General Manager
- c) CONFERENCE WITH LABOR NEGOTIATOR  
Pursuant to Government Code Section 54957.6  
District designated representatives: Dan Jagers, General Manager  
Employee Organization: BCVWD Employee Association and Contract Positions

### 14. Report on Action Taken During Closed Session

### 15. Adjournment

#### NOTICES

**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") during business hours, Monday through Thursday from 7:30 a.m. to 5 p.m. 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 Office at the same time or within 24 hours' 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 in the Board Room at the District Office. Materials may also be available on the District's website: [www.bcvwd.gov](http://www.bcvwd.gov).

**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 Government Code §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 District Office, at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. The District Office may be contacted by telephone at (951) 845-9581, email at [info@bcvwd.gov](mailto:info@bcvwd.gov) or in writing at the Beaumont-Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, California 92223.

#### CERTIFICATION OF POSTING

A copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Beaumont-Cherry Valley Water District and to its website at least 72 hours in advance of the meeting (Government Code §54954.2(a)).



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 2a**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Update on Water Theft Since Updated Miscellaneous Fees Adoption

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**Staff Recommendation**

None.

**Executive Summary**

In Spring 2023, Beaumont-Cherry Valley Water District (BCVWD) Staff noticed an increase in water theft from Contractors in new development areas. During the review of the Miscellaneous Fee Schedule in March 2024, Staff recommended making the fees for water theft punitive in nature and created an increasing scale for the fee based on the number of transgressions. Chair Hoffman requested an update on the water theft activity six months after the new Miscellaneous Fees were implemented.

**Background**

In Spring 2023, BCVWD Staff noticed an increase in water theft and illegal water connections while performing inspections during the course of their workdays. These were usually illegal connections to the water system in new development areas that did not yet have meters placed for new construction homes by subcontractors for a specific part of the build. Once these illegal connections were discovered, field staff would alert the Finance Department and the Developer would be billed through Accounts Receivable and placement of meters or any other services would be put on hold until the fee was paid.

During the process for the Miscellaneous Fees update in March 2024, staff suggested that the fees be altered to be punitive in nature, increasing the rates as well as adding additional charges for repeat offenders. The Board of Directors approved the updated Miscellaneous Fee Schedule at the Regular Board Meeting on March 14, 2024 by Resolution 2024-03. This update created an increasing fee based on number of offences in a calendar year, which would be tracked by the Finance Department through the accounts receivable billings issued to the developers. The Penalties are provided on Table 1, Engineering-Related Penalties.

**Table 1 - Engineering-Related Penalties**

Description	Amount
Water Theft Prevention - Illegal Jumper and/or Connection (Unauthorized Connection Charge) - 1st CY Offense	\$1,500.00
Water Theft Prevention - Illegal Jumper and/or Connection (Unauthorized Connection Charge) - 2nd CY Offense	\$3,000.00
Water Theft Prevention - Illegal Jumper and/or Connection (Unauthorized Connection Charge) - 3rd CY Offense	\$4,500.00
Water Theft Prevention - Illegal Jumper and/or Connection (Unauthorized Connection Charge) - 4th CY Offense	\$7,500.00



Chair Hoffman requested an update six months after the fees were implemented to review the effectiveness of the changes that the Board approved.

**Discussion**

Tables 2 and 3, Water Theft and Illegal Water Connections, reflect the number of offenses for water theft and illegal connections before and after the revised rates were approved by the Board of Directors on March 14, 2024.

**Table 2 - Water Theft and Illegal Water Connections pre March 14, 2024**

<b>01/01/2023-03/13/2024</b>	<b>Contractor</b>	<b>Location</b>	<b>Fee</b>
4/10/2023	Meritage Homes	Sorenstam Dr and Zoeller St - Concrete Contractor	\$1,150.00
4/12/2023	DR Horton	Sorenstam Dr and Flado St	\$1,150.00
4/12/2023	DR Horton	Sorenstam Dr and Flado St	\$1,150.00
4/12/2023	DR Horton	Sorenstam Dr and Flado St	\$1,150.00
4/12/2023	DR Horton	Sorenstam Dr and Flado St	\$1,150.00
4/12/2023	DR Horton	Sorenstam Dr and Flado St	\$1,150.00
4/12/2023	DR Horton	Sorenstam Dr and Flado St	\$1,150.00
4/12/2023	Beyond Burger	6th St & Pennsylvania	\$1,150.00
4/18/2023	Tri Pointe	Verbena Way - Lot 113 Tract 36307	\$1,150.00
4/25/2023	Meritage Homes	Sorenstam Dr and Weiskopf Way	\$1,150.00
5/1/2023	Tri Pointe	Vidalia Lane Block Wall Contractor	\$1,150.00
5/9/2023	Meritage Homes	Sorenstam Dr and Ouitmet	\$1,150.00
5/23/2023	Meritage Homes	Weiskopf - Lot 23	\$1,150.00
6/16/2023	Tri Pointe	Community Pool Project	\$1,150.00
8/14/2023	DR Horton	35266 Sorenstam Dr	\$1,150.00
8/16/2023	DR Horton	35402 Price St	\$1,150.00
8/16/2023	DR Horton	35406 Price St	\$1,150.00
8/22/2023	Tri Pointe	Price St - Lot 135	\$1,150.00
8/22/2023	Woodside Homes	35221 Zachary Way	\$1,150.00
9/19/2023	Woodside Homes	Zachary Way - Lot 2	\$1,150.00
10/1/2023	Tri Pointe	Dalton Way - Lot 83	\$1,150.00
10/16/2023	Tri Pointe	Salcia Lane, West of Sheridan Way	\$1,150.00
12/20/2023	Argent Management	Sorenstam Dr and Tukwet Canyon	\$1,150.00
12/20/2023	Meritage Homes	35337 Hutchingson Pl	\$1,150.00
<b>Total Count</b>	<b>24</b>	<b>Total Revenue</b>	<b>\$27,600.00</b>



**Table 3 - Water Theft and Illegal Water Connections post March 14, 2024**

<b>Post March 14, 2024</b>	<b>Contractor</b>	<b>Location</b>	<b>Fee</b>
5/20/2024	City of Beaumont*	West Side Fire Station - Illegal Backflow Connection	\$0.00
5/21/2024	Meritage Homes	Couples Ct - Lot 10	\$1,500.00
6/19/2024	Tri Pointe	35153 Vidalia Lane - Lot 19	\$1,500.00
6/24/2024	Michael Binder	248 Veile Ave	\$1,500.00
6/26/2024	Lake Management Inc.	Birdie Dr and Desert Lawn Dr	\$1,500.00
8/8/2024	DR Horton	35317 Suggs Ct	\$1,500.00
9/12/2024	DR Horton	11678 Ford St	\$3,000.00
9/12/2024	DR Horton	11675 Ford St	\$4,500.00
<b>Total Count</b>	<b>6</b>	<b>Total Revenue</b>	<b>\$15,000.00</b>

\*Invoice was voided after water testing was complete.

**Fiscal Impact**

The fiscal impact for 2024 is \$15,000 in revenue generated from 8 offenses of water theft and illegal water connections.

Staff Report prepared by Erica Gonzales, Management Analyst II

## Item 2b - Page 1 of 2

### Item 2b - Annual Disclosure of Director or Employee Reimbursements over \$100

California Government Code Section 53065.5 requires: each special district, shall, at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.

2023 Board Reimbursements				
Name	Date	Meeting	Item	Amount
<b>Andy Ramirez</b>	08/22-08/25/2023	Urban Water Institute Conference	Meals/Mileage	\$144.76
	10/12/2023-10/13/2023	OC Water Summit	Meals/Mileage	\$144.46
	10/22/2023-10/25/2023	CSDA SDLA Conference	Rental Car	\$654.52
	10/22/2023-10/25/2023	CSDA SDLA Conference	Meals/Mileage	\$140.99
<b>Daniel Slawson</b>	03/07/2023-03/10/2023	Colorado River Tour	Mileage/Parking	\$128.02
	08/22-08/25/2023	Urban Water Institute Conference	Mileage	\$138.73
	10/22/2023-10/25/2023	CSDA SDLA Conference	Mileage	\$112.58
<b>John Covington</b>	10/22/2023-10/25/2023	CSDA SDLA Conference	Meals/Mileage	\$118.27
	03/07/2023-03/10/2023	Colorado River Tour	Meals/Mileage	\$150.05
	10/24/2023-10/26/2023	Water Education Foundation Conference	Hotel	\$632.73
	03/07/2023-03/10/2023	Colorado River Tour	Meals/Mileage/Parking	\$195.61
<b>L Williams</b>	3/27/2023	Salton Sea Tour	Meals/Mileage	\$130.76
	10/22/2023-10/25/2023	CSDA SDLA Conference	Mileage	\$662.46
2023 Employee Reimbursements				
Name	Date	Meeting	Item	Amount
<b>Daniel Jagers</b>	03/07/2023-03/10/2023	Colorado River Tour	Board Member Meals	\$137.37
	03/07/2023-03/10/2023	Colorado River Tour	Meals/Parking	\$104.02
	10/24/2023-10/26/2023	Water Education Foundation Conference	Covington Meals	\$118.85
	10/24/2023-10/26/2023	Water Education Foundation Conference	Meals	\$118.85
<b>Erica Gonzales</b>	01/31/2023-02/03/2023	California Society of Municipal Finance Officers Conference	Meals/Mileage	\$184.18
<b>Lorena Lopez</b>	01/31/2023-02/03/2023	California Society of Municipal Finance Officers Conference	Hotel	\$729.21
<b>Sandra Delgadillo</b>	08/28/2023-08/31/2023	California Special District Association Conference	Meals/Mileage	\$279.30

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<b>Sylvia Molina</b>	04/25/2023-04/28/2023	California Municipal Treasurers Association Conference	Meals/Mileage/Hotel	\$696.73
	05/21/2023-05/24/2023	Government Finance Officers Association Conference	Meals/Mileage	\$177.39
<b>William Clayton</b>	10/02/2023-10/05/2023	CalPERS Conference	Meals/Mileage	\$119.02
<b>Joshua McCue</b>	4/26/2023	Department of Transportation Program	Physical	\$104.00
<b>Ian Martin</b>	8/10/2023	Department of Transportation Program	Physical	\$104.00
<b>Joshua Rogers</b>	8/10/2023	Department of Transportation Program	Physical	\$108.84
<b>Justin Petruescu</b>	6/30/2023	Distribution Certification	D3 Exam	\$100.00
<b>Ruben Chavez</b>	12/31/2023	American Water College	Water Distribution Course	\$349.99
<b>Sabrina Foley</b>	02/07/2023-02/10/2023	Public Agency Risk Management Association Conference	Rental Car	\$316.04

# Item 2c - Annual Review of Per Diem compensation

## Payroll

### Timecard Proof List

Date Range: 09/01/2023 to 08/31/2024

### Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
Beaumont CA 92223  
(951) 845-9581  
www.bcvwd.org



Meeting	Date	Per Diem	Reimbursement Cost
<b>Employee No: 170 Slawson, Daniel</b>			
MDP Line 16 Ribbon Cutting Ceremony	9/7/2023	285.00	
Chamber of Commerce Breakfast	9/8/2023	285.00	
San Geronio Pass Water Agency Meeting	9/11/2023	285.00	
Regular Board Meeting	9/13/2023	285.00	
Riverside County Water Task Force	9/15/2023	285.00	
San Geronio Pass Water Agency Meeting	9/18/2023	285.00	
Engineering Workshop	9/26/2023	285.00	
San Geronio Pass Regional Water Alliance	9/27/2023	285.00	
Beaumont State of the City Dinner	9/28/2023	285.00	
San Geronio Pass Water Agency Meeting	10/2/2023	285.00	
CSDA - Organizational Development	10/4/2023	285.00	
CSDA - Organizational Development	10/5/2023	285.00	
Regular Board Meeting	10/11/2023	285.00	
Chamber of Commerce Breakfast	10/13/2023	285.00	
CSDA Special District Leadership Academy	10/22/2023	285.00	
CSDA Special District Leadership Academy	10/23/2023	285.00	
CSDA Special District Leadership Academy	10/24/2023	285.00	
CSDA Special District Leadership Academy	10/25/2023	285.00	151.36
Engineering Workshop	10/26/2023	285.00	
San Geronio Pass Water Agency Meeting	11/6/2023	285.00	
Regular Board Meeting	11/8/2023	285.00	
San Geronio Pass Water Agency Meeting	12/4/2023	285.00	
Chamber of Commerce Breakfast	12/8/2023	285.00	
Regular Board Meeting	12/13/2023	285.00	
Riverside County Water Task Force	12/15/2023	285.00	
San Geronio Pass Water Agency Meeting	1/8/2024	285.00	
Regular Board Meeting	1/10/2024	285.00	
Chamber of Commerce Breakfast	1/12/2024	285.00	
San Geronio Pass Water Agency Meeting	1/22/2024	285.00	
CSDA Webinar: Brown Act	1/23/2024	285.00	
Engineering Workshop	1/25/2024	285.00	
Ochoa Bogh Infrastructure Discussion	1/26/2024	285.00	
ACWA Region 9 Tour	1/30/2024	285.00	
CSDA Webinar: ChatGPT	1/31/2024	285.00	
San Geronio Pass Water Agency Meeting	2/5/2024	285.00	
Chamber of Commerce Breakfast	2/9/2024	285.00	
SGPWA/SBVMWD Joint Meeting	2/13/2024	285.00	
Regular Board Meeting	2/14/2024	285.00	
CSDA Webinar: Form 700	2/15/2024	285.00	
San Geronio Pass Water Agency Meeting	2/26/2024	285.00	
Special Board Meeting	2/28/2024	285.00	
Interview for BCVWD Video	2/29/2024	285.00	
Harassment Training	3/2/2024	285.00	
San Geronio Pass Water Agency Meeting	3/4/2024	285.00	
Regular Board Meeting	3/13/2024	285.00	
Ochoa-Bogh Townhall Meeting	3/14/2024	285.00	
San Geronio Pass Water Agency Meeting	3/18/2024	285.00	
San Geronio Pass regional Water Alliance	3/27/2024	285.00	
Engineering Workshop	3/28/2024	285.00	
Riverside County Water Task Force	3/29/2024	285.00	
San Geronio Pass Water Agency Meeting	4/1/2024	296.40	
Meeting w/ General Manager	4/2/2024	296.40	
Recycled Water 2x2x2 Committee	4/4/2024	296.40	
Regular Board Meeting	4/10/2024	296.40	
Chamber Breakfast	4/12/2024	296.40	
San Geronio Pass Water Agency Meeting	4/15/2024	296.40	
Recycled Water 2x2x2 Committee	4/18/2024	296.40	
CSDA: Initiative 1935	4/22/2024	296.40	
Engineering Workshop	4/25/2024	296.40	
ACWA Conference	5/6/2024	296.40	
ACWA Conference	5/7/2024	296.40	
ACWA Conference	5/8/2024	296.40	
ACWA Conference	5/9/2024	296.40	170.84
Regular Board Meeting	5/16/2024	296.40	
San Geronio Pass Water Agency Meeting	5/20/2024	296.40	
San Geronio Pass Regional Water Alliance	5/22/2024	296.40	
Engineering Workshop	5/23/2024	296.40	



# Payroll

## Timecard Proof List

Date Range: 09/01/2023 to 08/31/2024

### Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
 Beaumont CA 92223  
 (951) 845-9581  
 www.bcvwd.org



Meeting	Date	Per Diem	Reimbursement Cost
San Geronio Pass Water Agency Meeting	6/3/2024	296.40	
Regular Board Meeting	6/12/2024	296.40	
Chamber Breakfast	6/14/2024	296.40	
San Geronio Pass Water Agency Meeting	6/17/2024	296.40	
Engineering Workshop	6/27/2024	296.40	
Riverside County Water Task Force	6/28/2024	296.40	
San Geronio Pass Water Agency Meeting	7/8/2024	296.40	
Regular Board Meeting	7/10/2024	296.40	
Chamber Breakfast	7/12/2024	296.40	
San Geronio Pass Water Agency Meeting	7/15/2024	296.40	
Riverside County Water Task Force	7/24/2024	296.40	
Engineering Workshop	7/25/2024	296.40	
San Geronio Pass Water Agency Meeting	8/5/2024	296.40	
BIA Water Conference	8/9/2024	296.40	
ACWA Region 9: Building the Future: Water Workforce Development	8/13/2024	296.40	
Riverside County: State of the District	8/14/2024	296.40	
San Geronio Pass Water Agency Meeting	8/19/2024	296.40	
Urban Water Institute Conference	8/21/2024	296.40	
Urban Water Institute Conference	8/22/2024	296.40	
Urban Water Institute Conference	8/23/2024	296.40	
Engineering Workshop	8/29/2024	296.40	
<b>Employee No: 170</b>	<b>Total Meetings for Sept 2023 - Aug 2024</b>	<b>88</b>	<b>25,513.20 Total Reimbursements</b>
			<b>322.20</b>

(1) Two meetings attended on the same day will only be paid one (1) Per Diem disbursement per Water Code Section 20201-20203  
 (2) 11th Day of Service for the month. No more than 10 days per month may be compensated for as stated in Water Code Section 20202

# Payroll

## Timecard Proof List

Date Range: 09/01/2023 to 08/31/2024

### Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
Beaumont CA 92223  
(951) 845-9581  
www.bcvwd.org



Meeting	Date	Per Diem	Reimbursement Cost
<b>Employee No: 178 Hoffman, David</b>			
Finance & Audit Committee	9/7/2023	285.00	
MDP Line 16 Ribbon Cutting Ceremony <sup>(1)</sup>	9/7/2023	285.00	
Chamber of Commerce Breakfast	9/8/2023	285.00	
Regular Board Meeting	9/13/2023	285.00	
Riverside County Water Task Force	9/15/2023	285.00	
Engineering Workshop	9/26/2023	285.00	
Beaumont State of the City Dinner (Did not submit for Per Diem)	9/28/2023	0.00	
Finance & Audit Committee	10/5/2023	285.00	
Regular Board Meeting	10/11/2023	285.00	
Special Finance & Audit Committee	10/19/2023	285.00	
Engineering Workshop	10/26/2023	285.00	
Finance & Audit Committee	11/2/2023	285.00	
Regular Board Meeting	11/8/2023	285.00	
Chamber of Commerce Breakfast	11/9/2023	285.00	
Engineering Workshop	11/16/2023	285.00	
Finance & Audit Committee	12/7/2023	285.00	
Chamber of Commerce Breakfast	12/8/2023	285.00	
Regular Board Meeting	12/13/2023	285.00	
Finance & Audit Committee	1/4/2024	285.00	
Regular Board Meeting	1/10/2024	285.00	
Chamber of Commerce Breakfast	1/12/2024	285.00	
Finance & Audit Committee	2/1/2024	285.00	
Chamber of Commerce Breakfast	2/9/2024	285.00	
Regular Board Meeting	2/14/2024	285.00	
CSDA Webinar: Form 700	2/15/2024	285.00	
Engineering Workshop	2/22/2024	285.00	
Special Board Meeting	2/28/2024	285.00	
Interview for BCVWD Video	2/29/2024	285.00	
Regular Board Meeting	3/13/2024	285.00	
Ochoa-Bogh Townhall Meeting	3/14/2024	285.00	
Engineering Workshop	3/28/2024	285.00	
Meeting w/ General Manager	4/2/2024	296.40	
Harassment Training	4/3/2024	296.40	
Finance & Audit Committee	4/4/2024	296.40	
Recycled Water 2x2x2 Committee <sup>(1)</sup>	4/4/2024	0.00	
Regular Board Meeting	4/10/2024	296.40	
Chamber Breakfast	4/12/2024	296.40	
Recycled Water 2x2x2 Committee	4/18/2024	296.40	
Ethics AB 1234 Training	4/23/2024	296.40	
Engineering Workshop	4/25/2024	296.40	
Finance & Audit Committee	5/2/2024	296.40	
Chamber Breakfast	5/10/2024	296.40	
Recycled Water 2x2x2 Committee	5/13/2024	296.40	
Regular Board Meeting	5/16/2024	296.40	
Engineering Workshop	5/23/2024	296.40	
Finance & Audit Committee	6/6/2024	296.40	
Bogart Park Ad Hoc Committee	6/10/2024	296.40	
Regular Board Meeting	6/12/2024	296.40	
Chamber Breakfast	6/14/2024	296.40	
Engineering Workshop	6/27/2024	296.40	
Regular Board Meeting	7/10/2024	296.40	
Finance & Audit Committee	7/11/2024	296.40	
Engineering Workshop	7/25/2024	296.40	
CAPIO - Strategic Evolution	7/31/2024	296.40	
Finance & Audit Committee	8/1/2024	296.40	
Chamber Breakfast	8/10/2024	296.40	
Regular Board Meeting	8/14/2024	296.40	
Engineering Workshop	8/29/2024	296.40	
<b>Employee No: 178</b>	<b>Total Meetings for Sept 2023 - Aug 2024</b>	<b>58</b>	<b>16,256.40 Total Reimbursements</b>
			<b>0.00</b>

(1) Two meetings attended on the same day will only be paid one (1) Per Diem disbursement per Water Code Section 20201-20203

(2) 11th Day of Service for the month. No more than 10 days per month may be compensated for as stated in Water Code Section 20202

# Payroll

## Timecard Proof List

Date Range: 09/01/2023 to 08/31/2024

### Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
Beaumont CA 92223  
(951) 845-9581  
www.bcvwd.org



Meeting	Date	Per Diem	Reimbursement Cost
<b>Employee No: 179 Covington, John</b>			
MDP Line 16 Ribbon Cutting Ceremony	9/7/2023	285.00	
Chamber of Commerce Breakfast	9/8/2023	285.00	
Regular Board Meeting	9/13/2023	285.00	
Beaumont State of the City Dinner	9/28/2023	285.00	
BCVWD Facilities Tour w/GM	10/6/2023	285.00	
Regular Board Meeting	10/11/2023	285.00	
Personnel Committee	10/17/2023	285.00	
WEF Water Summit*	10/25/2023	285.00	
Engineering Workshop	10/26/2023	285.00	
Special Personnel Committee	11/6/2023	285.00	
Regular Board Meeting	11/8/2023	285.00	
Engineering Workshop	11/16/2023	285.00	
Personnel Committee	11/21/2023	285.00	
Regular Board Meeting	12/13/2023	285.00	
San Geronio Pass Water Agency Meeting	12/18/2023	285.00	
Regular Board Meeting	1/10/2024	285.00	
Personnel Committee	1/16/2024	285.00	
Regular Board Meeting	2/14/2024	285.00	
Personnel Committee	2/20/2024	285.00	
Engineering Workshop	2/22/2024	285.00	
Special Board Meeting	2/28/2024	285.00	
Harassment Training	3/4/2024	285.00	
CSDA: Communication Strategies	3/12/2024	285.00	
Regular Board Meeting	3/13/2024	285.00	
Ochoa-Bogh Townhall Meeting	3/14/2024	285.00	
Personnel Committee	3/19/2024	285.00	
Ethics AB 1234 Training	3/21/2024	285.00	
Engineering Workshop	3/28/2024	285.00	
Regular Board Meeting	4/10/2024	296.40	
Personnel Committee	4/16/2024	296.40	
ACWA Conference	5/7/2024	296.40	
ACWA Conference	5/8/2024	296.40	
ACWA Conference	5/9/2024	296.40	234.09
Regular Board Meeting	5/16/2024	296.40	
Bogart Park Ad Hoc Committee	6/10/2024	296.40	
Regular Board Meeting	6/12/2024	296.40	
Personnel Committee	6/18/2024	296.40	
Regular Board Meeting	7/10/2024	296.40	
Personnel Committee	7/16/2024	296.40	
Regular Board Meeting	8/14/2024	296.40	
Personnel Committee	8/20/2024	296.40	
Engineering Workshop	8/29/2024	296.40	
<b>Employee No: 179</b>	<b>Total Meetings for Sept 2023 - Aug 2024</b>	<b>42</b>	<b>12,129.60 Total Reimbursements</b>
			<b>234.09</b>

(1) Two meetings attended on the same day will only be paid one (1) Per Diem disbursement per Water Code Section 20201-20203  
 (2) 11th Day of Service for the month. No more than 10 days per month may be compensated for as stated in Water Code Section 20202

# Payroll

## Timecard Proof List

Date Range: 09/01/2023 to 08/31/2024

### Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
Beaumont CA 92223  
(951) 845-9581  
www.bcvwd.org



Meeting	Date	Per Diem	Reimbursement Cost
<b>Employee No: 193 Ramirez, Andy</b>			
Collaborative Agency Committee Meeting	9/6/2023	285.00	
MDP Line 16 Ribbon Cutting Ceremony	9/7/2023	285.00	
Regular Board Meeting	9/13/2023	285.00	
ACWA's Water Use Efficiency (WUE) Subcommittee <sup>(1)</sup>	9/13/2023	0.00	
Riverside County Water Task Force	9/15/2023	285.00	
Engineering Workshop	9/26/2023	285.00	
ACWA: Eminent Domain for Water Infrastructure	9/27/2023	285.00	
ASCE Award Dinner - MDP Line 16 Engineering Award LA Chapter	9/30/2023	285.00	
ASCE Award Dinner - MDP Line 16 Engineering Award LA Chapter Travel Day	10/1/2023	285.00	
CSDA - Organizational Development	10/4/2023	285.00	
BCVWD Facilities Tour w/GM	10/6/2023	285.00	
Ad Hoc Communications Committee	10/10/2023	285.00	
Regular Board Meeting	10/11/2023	285.00	
ACWA - Achieving Chromium 6 MCL Compliance <sup>(1)</sup>	10/11/2023	0.00	
OC Water Summit	10/13/2023	285.00	144.46
Personnel Committee	10/17/2023	285.00	
ACWA - Exploring Impact of Illegal Marijuana Cultivation on CA Water Resources <sup>(1)</sup>	10/17/2023	0.00	
CSDA Special District Leadership Academy	10/22/2023	285.00	
CSDA Special District Leadership Academy	10/23/2023	285.00	
CSDA Special District Leadership Academy	10/24/2023	285.00	
CSDA Special District Leadership Academy <sup>(2)</sup>	10/25/2023	0.00	1,013.46
Ad Hoc Communications Committee	11/1/2023	285.00	
San Geronio Pass Water Agency Meeting	11/6/2023	285.00	
Engineering Workshop	11/16/2023	285.00	
Personnel Committee	11/21/2023	285.00	
San Geronio Pass Water Agency Meeting	12/4/2023	285.00	
San Geronio Pass Water Agency Meeting*	12/4/2023	285.00	
Regular Board Meeting	12/13/2023	285.00	
Collaborative Agency Committee	1/17/2024	285.00	
WELL	1/19/2024	285.00	
WELL	1/20/2024	285.00	
WELL	1/21/2024	285.00	64.72
Ad Hoc Communications Committee	1/22/2024	285.00	
CSDA Webinar: Board Best Practices	1/24/2024	285.00	
Engineering Workshop	1/25/2024	285.00	
CSDA Webinar: ChatGPT	2/7/2024	285.00	
WELL	2/9/2024	285.00	
WELL	2/10/2024	285.00	160.13
Engineering Workshop	2/22/2024	285.00	
WELL	2/28/2024	285.00	
WELL	2/29/2024	285.00	
WELL	3/11/2024	285.00	
Regular Board Meeting	3/13/2024	285.00	
WELL	3/15/2024	285.00	234.51
San Geronio Pass Water Agency Meeting	3/18/2024	285.00	
Personnel Committee	3/19/2024	285.00	
WELL	3/28/2024	285.00	
Regular Board Meeting	4/10/2024	296.40	
WELL	4/12/2024	296.40	
WELL	4/13/2024	296.40	232.10
San Geronio Pass Water Agency Meeting	4/15/2024	296.40	
CSDA: Initiative 1935	4/22/2024	296.40	
WELL	4/25/2024	296.40	
Collaborative Agency Committee Meeting	5/1/2024	296.40	
Ad Hoc Communications Committee Meeting	5/6/2024	296.40	
Regular Board Meeting	5/16/2024	296.40	
Interview for BCVWD Video	5/17/2024	296.40	
Water Infrastructure Networking Seminar	5/31/2024	296.40	
CSDA - Laws Workbook Webinar	6/5/2024	296.40	
CSDA - Laws Workbook Webinar	6/6/2024	296.40	
ACWA - Electricity Reliability Challenges into Energy Cost Savings	6/17/2024	296.40	
Personnel Committee	6/18/2024	296.40	
ACWA - Clean Transport Program - EV Workforce Training	6/25/2024	296.40	
ACWA - EV Infrastructure & Incentives	6/26/2024	296.40	
Engineering Workshop	6/27/2024	296.40	
Ad Hoc Communications Committee	7/8/2024	296.40	
Regular Board Meeting	7/10/2024	296.40	

# Payroll

## Timecard Proof List

Date Range: 09/01/2023 to 08/31/2024

**Beaumont-Cherry Valley Water District**  
 560 Magnolia Avenue  
 Beaumont CA 92223  
 (951) 845-9581  
 www.bcvwd.org



Meeting	Date	Per Diem	Reimbursement Cost
WELL UnTapped Legislative Water Workshop <sup>(1)</sup>	7/10/2024	0.00	
San Geronio Pass Water Agency Meeting	7/15/2024	296.40	
CAPIO - Op Ed : From Concept to Publication	7/18/2024	296.40	
Engineering Workshop	7/25/2024	296.40	
CAPIO - Strategic Evolution	7/31/2024	296.40	
San Geronio Pass Water Agency Meeting	8/5/2024	296.40	
CSDA: Demystifying LAFCO	8/13/2024	296.40	
Urban Water Institute Conference	8/21/2024	296.40	
Urban Water Institute Conference	8/22/2024	296.40	
Urban Water Institute Conference	8/23/2024	296.40	
Engineering Workshop	8/29/2024	296.40	
<b>Employee No: 193</b>	<b>Total Meetings for Sept 2023 - Aug 2024</b>	<b>78</b>	<b>21,147.00 Total Reimbursements</b>
			<b>1,849.38</b>

(1) Two meetings attended on the same day will only be paid one (1) Per Diem disbursement per Water Code Section 20201-20203  
 (2) 11th Day of Service for the month. No more than 10 days per month may be compensated for as stated in Water Code Section 20202

# Payroll

## Timecard Proof List

Date Range: 09/01/2023 to 08/31/2024

### Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
Beaumont CA 92223  
(951) 845-9581  
www.bcvwd.org



Meeting	Date	Per Diem	Reimbursement Cost
<b>Employee No: 214 Williams, Lona</b>			
Finance & Audit Committee	9/7/2023	285.00	
MDP Line 16 Ribbon Cutting Ceremony <sup>1)</sup>	9/7/2023	0.00	
Chamber of Commerce Breakfast	9/8/2023	285.00	
BCVWD Facilities Tour w/GM	9/12/2023	285.00	
Regular Board Meeting	9/13/2023	285.00	
Riverside County Water Task Force	9/15/2023	285.00	
Engineering Workshop	9/26/2023	285.00	
Beaumont State of the City Dinner	9/28/2023	285.00	
ASCE Award Dinner - MDP Line 16 Engineering Award LA Chapter	9/30/2023	285.00	
Finance & Audit Committee	10/5/2023	285.00	
Ad Hoc Communications Committee	10/10/2023	285.00	
Special Finance & Audit Committee	10/19/2023	285.00	
CSDA Special District Leadership Academy	10/22/2023	285.00	
CSDA Special District Leadership Academy	10/23/2023	285.00	
CSDA Special District Leadership Academy	10/24/2023	285.00	
CSDA Special District Leadership Academy	10/25/2023	285.00	806.81
Engineering Workshop	10/26/2023	285.00	
Ad Hoc Communications Committee	11/1/2023	285.00	
Finance & Audit Committee	11/2/2023	285.00	
Special Personnel Committee	11/6/2023	285.00	
Regular Board Meeting	11/8/2023	285.00	
Engineering Workshop	11/16/2023	285.00	
ACWA Fall Conference	11/27/2023	285.00	
ACWA Fall Conference	11/28/2023	285.00	
ACWA Fall Conference	11/29/2023	285.00	
ACWA Fall Conference	11/30/2023	285.00	
Finance & Audit Committee	12/7/2023	285.00	
Regular Board Meeting	12/13/2023	285.00	
Finance & Audit Committee	1/4/2024	285.00	
Regular Board Meeting	1/10/2024	285.00	
Chamber of Commerce Breakfast	1/12/2024	285.00	
Personnel Committee	1/16/2024	285.00	
Ad Hoc Communications Committee	1/22/2024	285.00	
CSDA Webinar: Brown Act	1/23/2024	285.00	
Engineering Workshop	1/25/2024	285.00	
Finance & Audit Committee	2/1/2024	285.00	
ACWA Groundwater State Committee	2/8/2024	285.00	
Chamber of Commerce Breakfast	2/9/2024	285.00	
Regular Board Meeting	2/14/2024	285.00	
CSDA Webinar: Form 700	2/15/2024	285.00	
Engineering Workshop	2/22/2024	285.00	
Special Board Meeting	2/28/2024	285.00	
Finance & Audit Committee	3/7/2024	285.00	
Ad Hoc Communications Committee	3/11/2024	285.00	
CSDA: Communication Strategies	3/12/2024	285.00	
Regular Board Meeting	3/13/2024	285.00	
ACWA Groundwater State Committee Meeting	3/14/2024	285.00	
CSDA: Understanding Roles and Responsibilities of Public Employees	3/19/2024	285.00	
Engineering Workshop	3/28/2024	285.00	
Finance & Audit Committee	4/4/2024	296.40	
Regular Board Meeting	4/10/2024	296.40	
ACWA Groundwater State Committee Meeting	4/11/2024	296.40	
Chamber Breakfast	4/12/2024	296.40	
Personnel Committee	4/16/2024	296.40	
Engineering Workshop	4/25/2024	296.40	
Finance & Audit Committee	5/2/2024	296.40	
Ad Hoc Communications Committee Meeting	5/6/2024	296.40	
Regular Board Meeting	5/16/2024	296.40	
Engineering Workshop	5/23/2024	296.40	
CSDA Webinar - Running for Office	6/4/2024	296.40	
Finance & Audit Committee	6/6/2024	296.40	
Regular Board Meeting	6/12/2024	296.40	
ACWA State Committee Meeting	6/13/2024	296.40	
Chamber Breakfast	6/14/2024	296.40	
Engineering Workshop	6/27/2024	296.40	
Ad Hoc Communications Committee	7/8/2024	296.40	
Regular Board Meeting	7/10/2024	296.40	

# Payroll

## Timecard Proof List

Date Range: 09/01/2023 to 08/31/2024

### Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
Beaumont CA 92223  
(951) 845-9581  
www.bcvwd.org



Meeting	Date	Per Diem	Reimbursement Cost
Finance & Audit Committee	7/11/2024	296.40	
Chamber Breakfast	7/12/2024	296.40	
Personnel Committee	7/16/2024	296.40	
Engineering Workshop	7/25/2024	296.40	
Finance & Audit Committee	8/1/2024	296.40	
ACWA State Committee	8/8/2024	296.40	
BIA Water Conference	8/9/2024	296.40	55.34
ACWA Region 9: Building the Future: Water Workforce Development	8/13/2024	296.40	45.02
Regular Board Meeting	8/14/2024	296.40	
Personnel Committee	8/20/2024	296.40	
Urban Water Institute Conference	8/21/2024	296.40	176.53
Urban Water Institute Conference	8/22/2024	296.40	
Urban Water Institute Conference	8/23/2024	296.40	
Engineering Workshop	8/29/2024	296.40	
<b>Employee No: 214</b>	<b>Total Meetings for Sept 2023 - Aug 2024</b>	<b>81</b>	<b>23,164.80 Total Reimbursements</b>
			<b>1,083.70</b>

(1) Two meetings attended on the same day will only be paid one (1) Per Diem disbursement per Water Code Section 20201-20203  
(2) 11th Day of Service for the month. No more than 10 days per month may be compensated for as stated in Water Code Section 20202

<b>Total Number of Meetings</b>	<b>347</b>
<b>Total Per Diem Expense Paid</b>	<b>\$98,211.00</b>
<b>Total Reimbursements Paid</b>	<b>\$3,489.37</b>





**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 2d**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Finance and Administration

**SUBJECT: Receive and File the Low-Income Household Water Assistance Program (LIHWAP) Partnership Award from the Community Action Partnership of Riverside County**

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**Staff Recommendation**

Receive and file the Low-Income Household Water Assistance Program (LIHWAP) Partnership Award granted to the Beaumont-Cherry Valley Water District (BCVWD) by the Community Action Partnership of Riverside County.

**Executive Summary**

Community Action Partnership of Riverside County established the LIHWAP Partnership Award to recognize agencies which received funds through the LIHWAP grant to help low-income households pay residential water and sewer bills. The District participated in the LIHWAP program and received \$46,698.48, spread over 3 years and 150 accounts, towards outstanding balances for water utility customers to avoid the disconnection of service for non-payment. This award was recognized by the Finance and Audit Committee at its regular meeting on October 3, 2024.

**Background**

LIHWAP was funded by the federal government and administered by the California Department of Community Services and Development (CSD). The program was established by Congress in December 2020 to address the growing concern of water affordability among low-income families. Through LIHWAP, CSD worked with local government and nonprofit organizations to help qualifying low-income households receive a one-time payment of up to \$2,000 to pay for past due water and wastewater bills, thus preventing service disconnections and ensuring families have access to safe drinking water. The District submitted an application for participation in the program in April 2022 and was approved for participation in July of that year.

Information about the program was posted on the District website and added to invoices, and a script was created for customer service staff to be well-equipped to assist customers in person or over the phone. Additionally, staff created flyers highlighting LIHWAP, as well as payment and payment plan options available in the office for distribution, as well as being attached to the disconnection notices. Customer service staff, including field staff, were presented with program information and encouraged to highlight the County program as they interacted with customers.

Federal funding for the program ended in 2023 and the County released the final round of funding in March 2024. The award received acknowledges staff's efforts in implementing and managing the program, and validates the positive outcomes achieved through the assistance provided.

**Fiscal Impact:** None.

**Attachments:** Low Income Household Water Assistance Program Partnership Award

Staff Report prepared by Sandra Delgadillo, Customer Service Supervisor



CERTIFICATE OF APPRECIATION

Proudly Presented To

*Beaumont-cherry Valley Water District*

For your partnership, commitment and contribution to the success of  
**Low Income Household Water Assistance Program (LIWAP)**

August 22, 2024

*Karla López del Río*

Karla López del Río  
Executive Director

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MEMORANDUM

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**To:** Beaumont-Cherry Valley Water District

**From:** Townsend Public Affairs

**Date:** October 2, 2024

**Subject:** September 2024 Legislative Monthly Report

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**STATE UPDATES**

The month of September saw the conclusion of legislative activity with the Governor taking action on the last of the 1,206 bills that were sent to his desk. In total, the Governor signed 1,017 bills and vetoed 189, marking a slightly higher than average veto rate over his tenure. The most common reason cited for vetoes was the state's budget deficit and the concern that measures would exacerbate the state's delicate fiscal footing. Other veto messages include warnings of controversial policy, legality, local control, or implementation. The vast majority of bills will go into effect January 1, 2025, while some have a delayed effective date to allow state or local agencies to prepare. Lawmakers will return briefly on December 2 for Organizational Session to welcome newly elected members and kick off the 2025-26 session.

Below is an overview of pertinent state actions from the month of September.

**STATE LEGISLATURE**

To conclude the 2023-2024 legislative session, the Assembly and Senate both gaveled down after midnight on September 1 to conclude their ordinary business for the year. A handful of bills failed to pass because they were not heard and voted on before the midnight deadline.

During the frenzy at the end of session, last minute amendments were introduced to AB 98 (Juan Carrillo) that would impose strict standards on warehouse development and would require cities to update their circulation elements to account for more goods movement. Late amendments were also introduced to a number of bills that would form the Governor's Energy Package. Late into the night, however, the Governor announced he convened a Special Session of the Legislature asking them to take action to address high gas prices. The Assembly has already met in Special Session and introduced a couple measures of their own. The Senate President Pro Tem has announced the Senate will convene in Special Session when the Assembly acts on the Governor's proposal.

**Assembly Convenes in Special Session to Address High Gas Prices**

On September 18 and 19, the newly formed Assembly Petroleum and Gasoline Supply Committee convened its first two hearings geared toward stabilizing California's oil and gas market. The first hearing provided an overview of the current market and the state's fuel

decarbonization strategy and transition plan away from traditional fuels. Academics, energy companies, environmental organizations, and state agencies came together in this informational hearing to assess California's petroleum platform and production cycle. The overall tenor of the hearing highlighted the political sensitivity of this issue as oil companies claimed they would need to produce more to meet the Governor's mandate, but the state is transitioning away from more oil and gas production.

The second hearing weighed the merits of Governor Newsom's plan to mandate refineries' backstock additional oil supplies. Beginning with input from state, labor, petroleum, and energy stakeholders, the Committee reviewed the challenges for California's fuel market. Specifically, how fuels are transported to and across the state, what might impact future supplies (and in turn – costs), and how the market could rebound. Pivoting to solutions, the panel and Committee members discussed how to stabilize California's fuel market. With the Governor's proposal at the forefront of the discussion, experts assessed tradeoffs to policies that would allow for more supply in the state, such as importing, where extra supply would be stored, and how gas prices might still continue to fluctuate.

The Committee met again the following week and approved [ABX2-1](#) (Hart & Aguiar-Curry) that charts a path to allow the California Energy Commission (CEC) to impose inventory requirements on oil and gas refineries to prevent price spikes. The committee was joined by advocates from the CEC, labor organizations, and the oil and gas industry providing testimony before voting to advance the bill to the Assembly Floor. At the center of debate was the impact the proposal could have on the price of gas at the pump and how drivers can be protected from price spikes while the state maintains its climate resilience goals.

In the same hearing, the committee approved [ABX2-9](#) (Petrie-Norris) to require the California Air Resources Board to analyze the use of 15% ethanol blended gasoline, and also requires the CEC to explore ways to expand the size of the California fuels market to increase in-state supply and stabilize costs to consumers.

## **JUDICIAL BRANCH ACTIVITY**

### **Sites Reservoir Allowed to Move Forward After Win in Court**

The long-awaited Sites Reservoir Project in Northern California came under legal scrutiny from conservation groups challenging the project under the California Environmental Quality Act (CEQA) last year. In a victory for the project, the Third District Court of Appeal struck down the lawsuit allowing preparation for the reservoir to continue. At issue was the environmental impact report (EIR) required under CEQA and the impact the project would have on the surrounding environment. Normally, EIRs and CEQA lawsuits can take years to litigate, however, the court was able to act quickly because of [SB 149](#) (Caballero) that allows for judicial streamlining reducing the time in court to 270 days.

Aside from litigation, funding has been the primary issue for the project. Funding from Proposition 1 of 2014 will now be contributed to the new reservoir which is finally set to break ground in 2026. Up to 1.5 million acre-feet of water will be stored from rain capture and snow runoff, saving enough water for up to 3 million households per year which will be critical in times of future drought.

## LEGISLATIVE BRANCH ACTIVITY

### Congress Averts Government Shutdown Establishing new December Funding Deadline

On September 25, Congress passed a stopgap bill to fund the government through December 20. The legislation largely keeps the federal government running at existing funding levels until the winter recess while incorporating limited boosts to critical programs. Among the increases is a \$231 million boost in funding for the Secret Service. Excluded from the bill was the SAVE Act, which would require voters to show proof of US citizenship to register, and a requested extra \$10 billion for the Federal Emergency Management Agency's disaster relief fund. House Appropriations Committee Chair Tom Cole said that the extra \$10 billion will ultimately be added to the final spending deal in December.

The November elections will impact how the FY2025 negotiations proceed during the lame duck session. If one party wins control of the White House, Senate, and House, they might have incentive to pass medium-term bills only—long enough to clear the decks for the new President, but short enough to allow them to use their unified power next year.

Additionally, Republican leadership is changing. Senate Minority Leader Mitch McConnell is stepping down as the Republican Senate leader after the election and Speaker Mike Johnson may not be the Republican party leader if they lose the House majority. Both of these changes will impact the dynamics between parties and previous agreements on spending levels.

### House Passes the Fix Our Forests Act

On September 24, the House of Representatives approved the *Fix our Forests Act* (H.R. 8790), the legislation heads to the Senate for further consideration. Federal agencies would have expanded authorities to take preventative action against wildfires that would be exempt from environmental review and shielded from legal challenges. The Agriculture and Interior Departments would have to actively manage areas facing a heightened risk of wildfires, including by removing trees and vegetation that cause fire to spread.

### EPA Announces Grants to Advance Recycling Infrastructure and Prevent Food Waste

On September 16, the EPA announced \$117 million to advance recycling infrastructure and boost food waste prevention education. The funds will be distributed via the Solid Waste Infrastructure for Recycling (SWIFR) grant program and the Recycling Education and Outreach (REO) grant program. Applications must be submitted to grants.gov by December 20.

SWIFR's funding opportunity will allocate approximately \$58 million total in awards ranging from \$500,000 to \$5 million. This includes projects that will improve collection, transport, systems, and processes related to post-use materials that can be recovered, reused, recycled, repaired, refurbished, or composted. Funding for the REO grant program, focused on food waste prevention and composting, will provide approximately \$39 million.



Both programs advance the Justice40 Initiative, which aims to deliver at least 40% of the overall benefits of certain federal climate, clean energy, affordable and sustainable housing, clean water, and other investments to communities that are marginalized by underinvestment and overburdened by pollution. Applicants must demonstrate they will subaward a portion of the total award to implement education and outreach activities locally, which will benefit local communities. Read more about eligible applicants and activities for the [SWIFR](#) and [REO grant](#) programs.

### **Department of the Treasury Proposes Rules to Expand Clean Energy in Communities**

The Department of the Treasury and the Internal Revenue Service issued a [Notice of Proposed Rulemaking](#) for the Clean Electricity Low-Income Communities Bonus Credit Program, otherwise known as 48E(h). The program promotes cost-saving clean energy investments in low-income communities, on Indian lands, within affordable housing, or directly benefitting low-income households.

48E(h) builds on its predecessor, the 48(e) program. The transition from 48(e) to 48E(h) opens the program to additional clean energy technologies beyond wind and solar such as hydropower and geothermal. 48E(h) also provides an additional 10 or 20% tax credit for eligible clean energy projects under 5 megawatts that do not involve combustion or gasification on top of the 30% 48(e) Clean Electricity Investment Tax Credit. Each year, 1.8 gigawatts of capacity will be allocated for these projects, continuing until greenhouse gas reduction targets are met or until 2032.

The rule aims to benefit both low-income communities and clean energy providers. 48E(h) is indicative of a growing trend in American policy and rulemaking towards the standardization and implementation of clean energy solutions. Savings continue to be made available to local governments who are willing to invest in new clean energy technologies, and 48E(h) hopes to bring these savings into low-income communities.

Treasury encourages the public to submit written comments in response to the proposed rules. Comments will be accepted for 60 days following publication in the Federal Register. Treasury will consider public comments before issuing final rules. 48E(h) has a January 1, 2025 implementation deadline.

### **DHS and TSA Team Up to Enforce REAL ID Rules**

On September 11, the Department of Homeland Security and the Transportation Security Administration unveiled a proposal that would allow agencies to spend two years phasing in full enforcement of the REAL ID requirements that are scheduled take effect in May 2025. The proposed rule is scheduled to be published in the Federal Register on September 12, and DHS is accepting public feedback for 30 days.

The rule builds on the 2005 Real ID law that aimed to reduce the use of fraudulent IDs by setting nationwide card standards and minimum documentation requirements. Once fully enforced, REAL ID-compliant cards will be required for commercial air travel and access to many government facilities.

Federal agencies would craft their own phased enforcement plans, such as a “three strikes” system that warns individuals about the need to have a REAL ID without immediately turning them away. Both DHS and TSA are proposing flexible enforcement after the May 2025 deadline to mitigate anticipated backlogs at state agencies that issue IDs.



# Beaumont Cherry-Valley Water District Grant Opportunities

Administrator & Grant Name	Application Info	Matching Funds	Eligible Projects / Updates	Application Deadline/Potential Eligible Project
Community Project Funding / Congressional Directed Spending (Earmarks)	No Min Award No stated Max Award  Recommend range of \$750,000 to \$2 million	20% Match for Water Projects	<p>Planning/design and construction of drinking water infrastructure projects including:</p> <ul style="list-style-type: none"> <li>• treatment systems</li> <li>• distribution systems</li> <li>• interconnections</li> <li>• consolidations</li> <li>• water sources</li> <li>• water meters</li> <li>• water storages</li> </ul>	Future opportunities in Q1 2025
Bureau of Reclamation <b>WaterSMART Water and Energy Efficiency Grant</b>	No Min Award Max Award: \$5 million	50% Match Required	This Water and Energy Efficiency Grants Notice of Funding Opportunity (NOFO) provides funding for projects that result in quantifiable water savings, implement renewable energy components, and support broader sustainability benefits. These projects conserve and use water more efficiently; increase the production of renewable energy; mitigate conflict risk in areas at a high risk of future water conflict; and accomplish other benefits that contribute to sustainability in the Western United States.	Applications Due November 13, 2024  Determined that the SCADA project was undergoing changes and was not the right fit at the time. Did not apply for February 2024 deadline.
Bureau of Reclamation <b>WaterSMART Drought Response Program</b>	No Min Award Max Award: \$5 million	50% Match	The Drought Response Program supports a proactive approach to drought. It provides assistance for drought contingency planning and to take actions that build long-term resiliency to drought. The Drought Response Program includes three programs: Drought Contingency Planning, Drought Resiliency Projects, and Emergency Response Actions. Reclamation also funds projects that help communities prepare for and respond to drought. Typically, these types of projects are referred to as "mitigation actions" in a drought contingency plan. Eligible project types include: Infrastructure improvements, modifying surface water intakes, and recharge, treatment, and storage facilities as well as	Applications Due October 7, 2024  Working on an application for Well 30 for up to \$3 million in funding.

Administrator & Grant Name	Application Info	Matching Funds	Eligible Projects / Updates	Application Deadline/Potential Eligible Project
Department of Homeland Security (DHS) <b>State and Local Cybersecurity Grant Program</b>	TBA	TBA	<p>decision support tools, including drought forecasting tools, and water measurement and monitoring equipment.</p> <p>The goal of SLCGP is to assist SLT governments with managing and reducing systemic cyber risk.</p> <p>CalOES submitted their cybersecurity plan to FEMA/DHS by the end of September. CalOES intends to publish information on how local governments can apply for funding in the coming month.</p>	Applications due September 27, 2024
Bureau of Reclamation <b>WaterSMART Environmental Water Resources Projects</b>	\$160 million in funding annually TBD	TBD	Applicants are invited to leverage their money and resources by cost sharing with Reclamation on Environmental Water Resources Projects, including (1) water conservation and efficiency projects that result in quantifiable and sustained water savings and benefit ecological values or watershed health; (2) water management or infrastructure improvements with benefits to ecological values or watershed health; and restoration projects benefitting ecological values or watershed health that have a nexus to water resources or water resources management.	Previous deadline was June 18, 2024 <i>Recycled Water Booster Station</i>
Bureau of Reclamation: Water Resources and Planning Office <b>WaterSMART Planning and Project Design Grants For FY 2023 and FY 2024</b>	No min award amount Max Award: \$400,000	Match required	Through Planning and Project Design Grants, Reclamation provides funding for collaborative planning and design projects to support water management improvements. This includes funding for: (1) Water Strategy Grants to conduct planning activities to improve water supplies (e.g., water supplies to disadvantaged communities that do not have reliable access to water, water marketing, water conservation, drought resilience, and ecological resilience); (2) Project Design Grants to conduct project-specific design for projects to improve water management; and (3) comprehensive Drought Contingency Plans. Note that funding to develop a water marketing strategy is now available through (1) Water Strategy Grants.	Previous deadline was May 23, 2024

Administrator & Grant Name	Application Info	Matching Funds	Eligible Projects / Updates	Application Deadline/Potential Eligible Project
<p>Department of Water Resources</p> <p><b>Riverine Stewardship Program/Urban Streams Program (USP)</b></p>	<p>\$6.5 million in available funding, \$2 million DAC set-aside</p>	<p>Varies – for USP, 20% unless located in a DAC</p>	<p>Provides funding for planning and implementation of projects that restore streams, creeks, and rivers to enhance the environment for fish, wildlife, and people. This includes:</p> <ul style="list-style-type: none"> <li>• Fish-related improvements</li> <li>• Flood risk reduction</li> <li>• Riparian, floodplain, and stream channel restoration</li> <li>• Climate adaptation</li> </ul> <p>The Urban Streams Program provides funding for projects which accomplish the following goals:</p> <p>(1) Protecting, enhancing, and restoring the natural ecological value of streams;</p> <p>(2) Preventing future property damage caused by flooding and bank erosion;</p> <p>(3) Promoting community involvement, education, and riverine stewardship.</p> <p>Certain subgrant categories (under the RSP and San Joaquin Fish Population Enhancement Program) are geographically limited to water tributaries and sources fed by the Delta or that receive water from the State Water Project or Central Valley Project, either directly or by exchange, by means of diversion from the Delta – may not apply in our case. The USP is applicable statewide.</p>	<p>Ongoing</p> <p><i>Flood Mitigation</i></p>
<p>U.S. Environmental Protection Agency</p> <p><b>Clean Heavy-Duty Vehicles Grant Program (CHDV)</b></p>	<p>Min. Award: \$500,000</p> <p>Max. Award: \$60,000,000</p>	<p>Match dependent on existing and replacement vehicle types.</p>	<p>The Clean Heavy-Duty Vehicles (CHDV) Grants incentivize and accelerate the replacement of existing non-ZE Class 6 and 7 heavy-duty vehicles with ZE vehicles. This NOFO includes two sub-programs: the School Bus Sub-Program and the Vocational Vehicles Sub-Program. The School Bus Sub-Program is for applicants replacing school buses; the Vocational Vehicles Sub-Program is for applicants replacing non-school bus Class 6/7 vehicles.</p>	<p>Previous deadline was July 25, 2024</p>

Administrator & Grant Name	Application Info	Matching Funds	Eligible Projects / Updates	Application Deadline/Potential Eligible Project
California Water Board <b>Drinking Water State Revolving Fund (DWRSF)</b>	No maximum, minimum request amounts	Loan*	<p>Planning/design and construction of drinking water infrastructure projects including:</p> <ul style="list-style-type: none"> <li>• treatment systems</li> <li>• distribution systems</li> <li>• interconnections</li> <li>• consolidations</li> <li>• pipeline extensions</li> <li>• water sources</li> <li>• water meters</li> <li>• water storages</li> </ul> <p>*This is a low-interest financing program, grants are conditionally made available depending on funding availability and applicant need. The DWRSF and the CWSRF are also where the water board is allocating much of the BIL water infrastructure funding, so grants may become more accessible.</p>	Rolling  <i>Pipeline Replacement/ Extension Project</i>
California Water Board <b>Clean Water State Revolving Fund (CWSRF)</b>	No maximum, minimum request amounts	Loan*	<p>Using a combination of federal and state funds, state CWSRF programs provide loans to eligible recipients to:</p> <ul style="list-style-type: none"> <li>• construct municipal wastewater facilities,</li> <li>• control nonpoint sources of pollution,</li> <li>• build decentralized wastewater treatment systems,</li> <li>• create green infrastructure projects,</li> <li>• protect estuaries, and</li> <li>• fund other water quality projects.</li> </ul> <p>*This is a low-interest financing program, grants are conditionally made available depending on funding availability and applicant need. The DWRSF and the CWSRF are also where the water board is allocating much of the BIL water infrastructure funding, so grants may become more accessible. These grants are often – though not always – allocated for DAC's.</p>	Rolling  <i>Raw Water Filtration System</i>

## Beaumont Cherry Valley Water District Legislative Matrix

**AB 347 (Ting, D) Household product safety: toxic substances: testing and enforcement.**

**Status:** 09/29/2024 - Approved by the Governor. Chaptered by Secretary of State - Chapter 932, Statutes of 2024.



**Location:** 09/29/2024 - Assembly CHAPTERED

**Summary:** Current law prohibits juvenile products, textile articles, and food packaging that contain specified levels of perfluoroalkyl and polyfluoroalkyl substances (PFAS) from being distributed, sold, or offered for sale in the state, as provided. This bill would require the Department of Toxic Substances Control, on or before January 1, 2029, to adopt regulations for the enforcement of those prohibitions on the use of PFAS, and, on and after July 1, 2030, to enforce and ensure compliance with those provisions and regulations, as provided. The bill would require manufacturers of these products, on or before July 1, 2029, to register with the department, to pay a registration fee to the department, and to provide a statement of compliance certifying compliance with the applicable prohibitions on the use of PFAS to the department, as specified. The bill would authorize the department to test products and to rely on third-party testing to determine compliance with prohibitions on the use of PFAS, as specified. The bill would require the department to issue a notice of violation for a product in violation of the prohibitions on the use of PFAS, as provided. (Based on 09/29/2024 text)

**AB 460 (Bauer-Kahan, D) State Water Resources Control Board: water rights and usage: civil penalties.**

**Status:** 09/22/2024 - Chaptered by Secretary of State - Chapter 342, Statutes of 2024



**Location:** 09/22/2024 - Assembly CHAPTERED

**Summary:** Under current law, the diversion or use of water other than as authorized by specified provisions of law is a trespass, subject to specified civil liability. This bill would require the State Water Resources Control Board to adjust for inflation, by January 1 of each year, beginning in 2026, the amounts of civil and administrative liabilities or penalties imposed by the board or in water right actions brought at the request of the board, as specified. (Based on 09/22/2024 text)

**AB 805 (Arambula, D) Sewer service: disadvantaged communities.**

**Status:** 09/24/2024 - Chaptered by Secretary of State - Chapter 505, Statutes of 2024



**Location:** 09/24/2024 - Assembly CHAPTERED

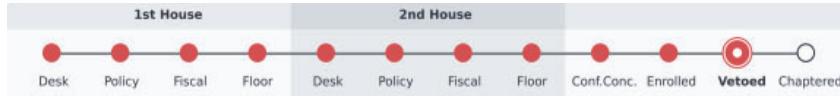
**Summary:** The State Water Resources Control Board and the 9 California regional water quality control boards regulate water quality in accordance with the Porter-Cologne Water Quality Control Act and the federal Clean Water Act. Current law authorizes a regional board to order the provision of sewer service by a receiving sewer system, as defined, to a disadvantaged community served by an inadequate onsite sewage treatment system, as defined. This bill would authorize the state board, until January 1, 2029, and after it makes a specified finding or findings by resolution, to require a designated sewer system to contract with an administrator designated or approved by the state board for administrative, technical, operational, legal, or managerial services to assist a designated sewer system with the delivery of adequate sewer service, as defined. (Based on 09/24/2024 text)

**AB 828 (Connolly, D) Sustainable groundwater management: managed wetlands.**

**Status:** 09/25/2024 - Vetoed by the Governor



**Calendar:** 12/02/24 #65 A-GOVERNOR'S VETOES



**Location:** 09/25/2024 - Assembly VETOED

**Summary:** The Sustainable Groundwater Management Act requires all groundwater basins designated as high- or medium-priority basins by the Department of Water Resources to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans, except as specified. Current law defines various terms for purposes of the act. This bill would add various defined terms for purposes of the act, including the terms “managed wetland” and “small community water system.” (Based on 08/31/2024 text)

**AB 1205 (Bauer-Kahan, D) California State University students: California Promise: Finish in Four and Through in Two.**

**Status:** 09/27/2024 - Approved by the Governor. Chaptered by Secretary of State - Chapter 677, Statutes of 2024.



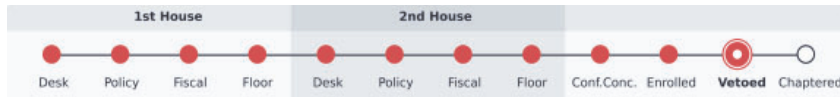
**Location:** 09/27/2024 - Assembly CHAPTERED

**Summary:** Would rename the California Promise program the Finish in Four and Through in Two program, as provided. The bill would require each campus participating in the Finish in Four and Through in Two program to take specified actions to promote the program. The bill would require the Trustees of the California State University, on or before July 1, 2025, and annually thereafter, until January 1, 2034, to submit a report to the Legislature that includes specified program participation information. The bill would delete an obsolete reporting requirement. The bill would delete the January 1, 2026, program repeal date, thereby extending the program indefinitely. (Based on 09/27/2024 text)

**AB 1272 (Wood, D) State Water Resources Control Board: drought planning.**

**Status:** 07/18/2024 - Vetoed by the Governor

**Calendar:** 12/02/24 #3 A-GOVERNOR'S VETOES



**Location:** 07/18/2024 - Assembly VETOED

**Summary:** Would require the State Water Resources Control Board, in consultation with the Department of Fish and Wildlife, to adopt principles and guidelines for diversion and use of water in coastal watersheds, as specified, during times of water shortage for drought preparedness and climate resiliency. The bill would require that the principles and guidelines allow for the development of locally generated watershed-level plans to support public trust uses, public health and safety, and the human right to water in times of water shortage, among other things. The bill also would require the state board, prior to adopting those principles and guidelines, to allow for public comment and hearing, as provided. The bill would make the implementation of these provisions contingent upon an appropriation of funds by the Legislature for this purpose. (Based on 07/03/2024 text)

**AB 1820 (Schiavo, D) Housing development projects: applications: fees and exactions.**

**Status:** 09/22/2024 - Chaptered by Secretary of State - Chapter 358, Statutes of 2024

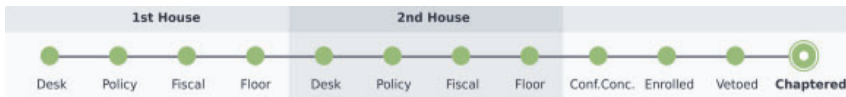


**Location:** 09/22/2024 - Assembly CHAPTERED

**Summary:** Current law requires a city or county to deem an applicant for a housing development project to have submitted a preliminary application upon providing specified information about the proposed project to the city or county from which approval for the project is being sought. Current law requires a housing development project be subject only to the ordinances, policies, and standards adopted and in effect when the preliminary application was submitted. This bill would authorize a development proponent that submits a preliminary application for a housing development project to request a preliminary fee and exaction estimate, as defined, and would require a city, county, or city and county to provide the estimate within 30 business days of the submission of the preliminary application. For development fees imposed by an agency other than a city, county, or city and county, the bill would require the development proponent to request the fee schedule from the agency that imposes the fee and would require the agency that imposes the fee to provide the fee schedule to the development proponent without delay. (Based on 09/22/2024 text)

**AB 1827 (Papan, D) Local government: fees and charges: water: higher consumptive water parcels.**

**Status:** 09/22/2024 - Chaptered by Secretary of State - Chapter 359, Statutes of 2024

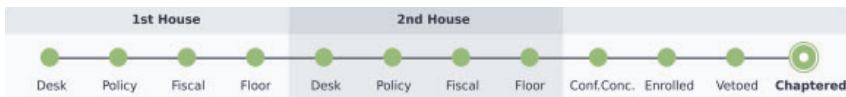


**Location:** 09/22/2024 - Assembly CHAPTERED

**Summary:** The California Constitution specifies various requirements with respect to the levying of assessments and property-related fees and charges by a local agency, including requiring that the local agency provide public notice and a majority protest procedure in the case of assessments and submit property-related fees and charges for approval by property owners subject to the fee or charge or the electorate residing in the affected area following a public hearing. Current law, known as the Proposition 218 Omnibus Implementation Act, prescribes specific procedures and parameters for local jurisdictions to comply with these requirements and, among other things, authorizes an agency providing water, wastewater, sewer, or refuse collection services to adopt a schedule of fees or charges authorizing automatic adjustments that pass through increases in wholesale charges for water, sewage treatment, or wastewater treatment or adjustments for inflation under certain circumstances. Current law defines, among other terms, the term “water” for these purposes to mean any system of public improvements intended to provide for the production, storage, supply, treatment, or distribution of water from any source. This bill would provide that the fees or charges for property-related water service imposed or increased, as specified, may include the incrementally higher costs of water service due to specified factors, including the higher water usage demand of parcels. (Based on 09/22/2024 text)

**AB 2257 (Wilson, D) Local government: property-related water and sewer fees and assessments: remedies.**

**Status:** 09/25/2024 - Chaptered by Secretary of State - Chapter 561, Statutes of 2024



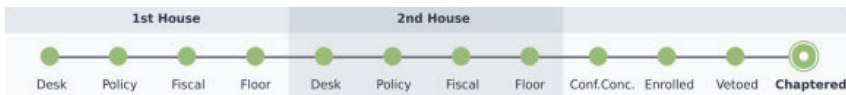
**Location:** 09/25/2024 - Assembly CHAPTERED

**Summary:** The California Constitution specifies various requirements with respect to the levying of assessments and property-related fees and charges by a local agency, including notice, hearing, and protest procedures, depending on the character of the assessment, fee, or charge. Current law, known as the Proposition 218 Omnibus Implementation Act, prescribes specific procedures and parameters for local jurisdictions to comply with these requirements. This bill would prohibit, if a local agency complies with specified procedures, a person or entity from bringing a judicial action or proceeding alleging noncompliance with the constitutional provisions for any new, increased, or extended fee or assessment, as defined, unless that person or entity has timely submitted to the local agency a written objection to that fee or assessment that specifies the grounds for alleging noncompliance, as specified. This bill would provide that local agency responses to the timely submitted written objections shall go to the weight of the evidence supporting the agency’s compliance with the substantive limitations on fees and assessments imposed by the constitutional provisions. The bill would also prohibit an independent cause of action as to the adequacy of the local agency’s responses. (Based on 09/25/2024 text)

**Position:** Support

**AB 2318 (Papan, D) State Water Pollution Cleanup and Abatement Account: receipts and expenditures: report.**

**Status:** 09/29/2024 - Approved by the Governor. Chaptered by Secretary of State - Chapter 957, Statutes of 2024.



**Location:** 09/29/2024 - Assembly CHAPTERED

**Summary:** The State Water Resources Control Board and the 9 California regional water quality control boards regulate water quality and prescribe waste discharge requirements in accordance with the Porter-Cologne Water Quality Control Act and the federal National Pollutant Discharge Elimination System permit program established by the federal Clean Water Act. Current law requires each regional board to formulate and adopt water quality control plans for all areas within the region, as provided. Current law requires specified moneys to be paid into the State Water Pollution Cleanup and Abatement Account, which is established in the State Water Quality Control Fund, including, among other moneys, the proceeds of civil penalties for violations of certain waste discharge requirements. Current law continuously appropriates moneys in the account for specified purposes, including, among others, the payment of grant moneys to eligible entities to assist in cleaning up a waste, abating the effects of a waste on waters of the state, or addressing an urgent drinking water need. This bill would require the State Water Resources Control Board, no later than January 1 of each year, to post on its internet website a report describing the receipts and expenditures of the State Water Pollution Cleanup and Abatement Account, as provided. The bill would require the board



to provide the initial report no later than January 1, 2026, and to include data for the period from July 1, 2017, to June 30, 2025, inclusive, in that report, as provided. (Based on 09/29/2024 text)

**AB 2515 (Papan, D) Menstrual products: perfluoroalkyl and polyfluoroalkyl substances (PFAS).**

**Status:** 09/30/2024 - Approved by the Governor. Chaptered by Secretary of State - Chapter 1008, Statutes of 2024.

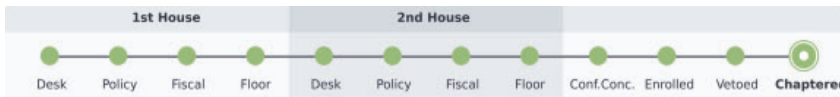


**Location:** 09/30/2024 - Assembly CHAPTERED

**Summary:** Current law, beginning January 1, 2025, prohibits a person or entity from manufacturing, selling, delivering, holding, or offering for sale in commerce any cosmetic product that contains intentionally added perfluoroalkyl and polyfluoroalkyl substances (PFAS), as defined. This bill would similarly prohibit any person from manufacturing, distributing, selling, or offering for sale in the state any menstrual products that contain regulated PFAS, as defined. The bill would require the Department of Toxic Substances Control to adopt regulations on or before January 1, 2029, as specified, for the purposes of implementing, interpreting, enforcing, or making specific these provisions. The bill would require the department to publish on its internet website, on or before January 1, 2027, a list of accepted testing methods for testing for regulated PFAS in menstrual products. The bill would require a manufacturer of menstrual products to register with the department, on or before July 1, 2029, and to provide to the department specified information and a registration fee. The bill would require the department to issue a notice of violation of the above provisions under specified circumstances, including that the department determines that a violation of the regulations described above has occurred or the department receives a report of an alleged violation and verifies the alleged report through its own independent testing, verification, or inspection. The bill would make a violation of these provisions punishable by administrative or civil penalties, as specified, and would authorize the Attorney General, on behalf of the department or on behalf of the people of the state at the request of the department, to bring an action to enforce these provisions. The bill would create, and would require all moneys collected from penalties to be deposited in, the T.A.M.P.O.N. Act Fund. (Based on 09/30/2024 text)

**AB 2661 (Soria, D) Electricity: Westlands Water District.**

**Status:** 09/25/2024 - Chaptered by Secretary of State - Chapter 573, Statutes of 2024



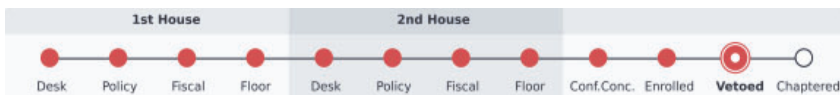
**Location:** 09/25/2024 - Assembly CHAPTERED

**Summary:** Would authorize the Westlands Water District to provide, generate, and deliver solar photovoltaic or hydroelectric electricity and to construct, operate, and maintain works, facilities, improvements, and property necessary or convenient for generating and delivering that electricity. The bill would require the district to use the electricity for the district's own purposes, and the bill would authorize the district to sell surplus electricity to a public or private entity engaged in the distribution or sale of electricity. The bill would also authorize the district to construct, operate, and maintain energy storage systems and electric transmission lines, and to construct, operate, and maintain works, facilities, improvements, and property necessary or convenient for the operation of the energy storage system and electric transmission lines, within the boundaries of the district, as specified. The bill would require the district to report the amount of income, and the purposes for expenditure of that income, from these electricity facilities in a specified report. The bill would require the district to establish a community benefits agreement plan for a specified electrical infrastructure development plan and related transmission and other electrical projects, as provided. This bill would make legislative findings and declarations as to the necessity of a special statute for the Westlands Water District. (Based on 09/25/2024 text)

**AB 2735 (Rubio, Blanca, D) Joint powers agreements: water corporations.**

**Status:** 09/22/2024 - Vetoed by the Governor

**Calendar:** 12/02/24 #23 A-GOVERNOR'S VETOES



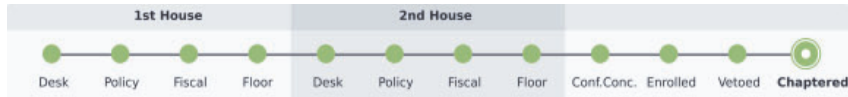
**Location:** 09/22/2024 - Assembly VETOED

**Summary:** Would authorize a water corporation, as defined, a mutual water company, and one or more public agencies to provide insurance, as specified, by a joint powers agreement. The bill would also authorize a water corporation, a mutual water company, and one or more public agencies to enter into a joint powers agreement for the purposes of risk pooling, as specified. The bill would prohibit a joint powers agency from allowing a water corporation to join the joint powers agency, unless the joint powers agency makes a specified determination relating to insurance. If a water corporation enters into a joint powers agreement

for the purposes of risk pooling, the bill would require the water corporation to submit an annual information filing to the Public Utilities Commission and the joint powers agency, as specified. (Based on 08/28/2024 text)

**AB 2813 (Aguiar-Curry, D) Government Investment Act.**

**Status:** 07/18/2024 - Chaptered by Secretary of State - Chapter 155, Statutes of 2024



**Location:** 07/18/2024 - Assembly CHAPTERED

**Summary:** The Proposition 218 Omnibus Implementation Act defines various terms and prescribes procedures and parameters for local jurisdictions to comply with specified provisions of the California Constitution. This bill, for purposes of ACA 1, would define "affordable housing" to include rental housing, ownership housing, interim housing, and affordable housing programs such as downpayment assistance, first-time homebuyer programs, and owner-occupied affordable housing rehabilitation programs, that are affordable to households earning up to 150% of countywide median income. The bill would require a local government to ensure that any project that is funded with ACA 1 bonded indebtedness to have an estimated useful life of at least 15 years or 5 years if the funds are for specified public safety facilities, infrastructure, and equipment. The bill would define "public infrastructure" to exclude the construction, reconstruction, rehabilitation, or replacement of a sports stadium or arena where the majority of the use of the facility is for private ticketed activities. The bill would prohibit ACA 1 bonded indebtedness from being used for the acquisition or lease of any real property that has, at the time of acquisition or lease, been improved with one to 4 dwelling units, except as specified. (Based on 07/18/2024 text)

**AB 3090 (Maienschein, D) Drinking water standards: emergency notification plan.**

**Status:** 07/02/2024 - Chaptered by Secretary of State - Chapter 68, Statutes of 2024

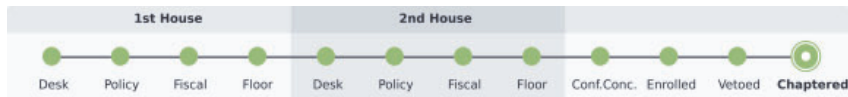


**Location:** 07/02/2024 - Assembly CHAPTERED

**Summary:** Would authorize and encourage a public water system, when updating an emergency notification plan, to provide notification to water users by means of other communications technology, including, but not limited to, text messages, email, or social media. (Based on 07/02/2024 text)

**AB 3227 (Alvarez, D) California Environmental Quality Act: exemption: stormwater facilities: routine maintenance.**

**Status:** 09/27/2024 - Approved by the Governor. Chaptered by Secretary of State - Chapter 761, Statutes of 2024.

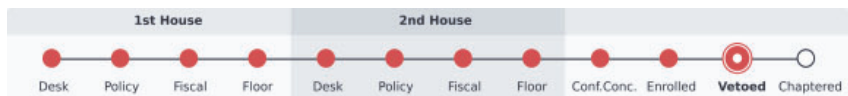


**Location:** 09/27/2024 - Assembly CHAPTERED

**Summary:** The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. This bill would, if certain conditions are met, exempt from the provisions of CEQA the routine maintenance of stormwater facilities that are fully concrete or that have a conveyance capacity of less than a 100-year storm event. The bill would, if the lead agency determines that a project is not subject to CEQA pursuant to these provisions and determines to approve or carry out the project, require the lead agency to file a notice with the State Clearinghouse in the Office of Planning and Research and with the county clerk in the county in which the project will be located, as provided, thereby imposing a state-mandated local program. Because a lead agency would be required to determine whether a project qualifies for this exemption, the bill would impose a state-mandated local program. (Based on 09/27/2024 text)

**SB 366 (Caballero, D) The California Water Plan: long-term supply targets.**

**Status:** 09/25/2024 - Vetoed by the Governor. In Senate. Consideration of Governor's veto pending.



**Location:** 09/25/2024 - Senate VETOED

**Summary:** Current law requires the Department of Water Resources to update every 5 years the plan for the orderly and coordinated control, protection, conservation, development, and use of the water resources of the state, which is known as “The California Water Plan.” Current law requires the department to include a discussion of various strategies in the plan update, including, but not limited to, strategies relating to the development of new water storage facilities, water conservation, water recycling, desalination, conjunctive use, water transfers, and alternative pricing policies that may be pursued in order to meet the future needs of the state. Current law requires the department to establish an advisory committee to assist the department in updating the plan. This bill would revise and recast certain provisions regarding The California Water Plan to, among other things, require the department to expand the membership of the advisory committee to include tribes, labor, and environmental justice interests. The bill would require the department, as part of the 2033 update to the plan, to update the interim planning target for 2050, as provided. The bill would require the target to consider the identified and future water needs for all beneficial uses and ensure safe drinking water for all Californians, among other things. (Based on 09/03/2024 text)

**SB 778 (Ochoa Bogh, R) Excavations: subsurface installations.**

**Status:** 09/22/2024 - Chaptered by Secretary of State - Chapter 447, Statutes of 2024



**Location:** 09/22/2024 - Senate CHAPTERED

**Summary:** Under the Dig Safe Act, current law requires an excavator planning to conduct an excavation to notify the regional notification center of their intent before beginning excavation. Current law requires the regional notification center, in response to this notification, to provide the excavator with a ticket and to notify certain operators who have a subsurface installation in the proposed excavation area. Should a ticket obtained by an excavator expire, existing law requires an excavator to contact the regional notification center, cease all excavation, and wait a minimum of 2 working days before restarting excavation. Current law authorizes an excavator to use a vacuum excavation device to expose subsurface installations within the tolerance zone if specified conditions are met, including that the excavator has contacted any operator whose subsurface installations may be in conflict with the excavation. Current law requires an operator to take one of specified actions before the legal excavation start date and time, including locating and field marking within the delineated area and, where multiple subsurface installations of the same type are known to exist together, mark the number of subsurface installations. Current law prohibits an excavator from beginning excavation until the excavator receives a response from all known operators of subsurface installations, as specified. Current law also establishes emergency and notification procedures for an excavator who discovers or causes damage to a subsurface installation. This bill, among other changes, would revise the procedure an excavator must follow should a ticket expire. The bill would also revise requirements for an excavator to use vacuum equipment. The bill would revise the requirements related to subsurface installation operator responses that an excavator must receive before beginning excavation, and the emergency and notification procedures when an excavator discovers or causes damage to a subsurface installation. (Based on 09/22/2024 text)

**SB 867 (Allen, D) Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024.**

**Status:** 07/03/2024 - Chaptered by Secretary of State - Chapter 83, Statutes of 2024



**Location:** 07/03/2024 - Senate CHAPTERED

**Summary:** Would enact the Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$10,000,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate-smart, sustainable, and resilient farms, ranches, and working lands, park creation and outdoor access, and clean air programs. (Based on 07/03/2024 text)

**SB 937 (Wiener, D) Development projects: fees and charges.**

**Status:** 09/19/2024 - Chaptered by Secretary of State - Chapter 290, Statutes of 2024



**Location:** 09/19/2024 - Senate CHAPTERED

**Summary:** The Mitigation Fee Act regulates fees for development projects, fees for specific purposes, including water and sewer connection fees, and fees for solar energy systems, among others. The act, among other things, requires local agencies

to comply with various conditions when imposing fees, extractions, or charges as a condition of approval of a proposed development or development project. The act prohibits a local agency that imposes fees or charges on a residential development for the construction of public improvements or facilities from requiring the payment of those fees or charges until the date of the final inspection or the date the certificate of occupancy is issued, whichever occurs first, except for utility service fees, which the local agency is authorized to collect at the time an application for utility service is received. The act exempts specified units in a residential development proposed by a nonprofit housing developer if the housing development meets certain conditions. This bill would limit the utility service fees exception described above to utility service fees related to connections, and cap those fees at the costs incurred by the utility provider resulting from the connection activities. (Based on 09/19/2024 text)

**SB 1072 (Padilla, D) Local government: Proposition 218: remedies.**

**Status:** 09/20/2024 - Chaptered by Secretary of State - Chapter 323, Statutes of 2024



**Location:** 09/20/2024 - Senate CHAPTERED

**Summary:** The California Constitution sets forth various requirements for the imposition of local taxes. The California Constitution excludes from classification as a tax assessments and property-related fees imposed in accordance with provisions of the California Constitution that establish requirements for those assessments and property-related fees. Under these requirements, an assessment is prohibited from being imposed on any parcel if it exceeds the reasonable cost of the proportional special benefit conferred on that parcel, and a fee or charge imposed on any parcel or person as an incident of property ownership is prohibited from exceeding the proportional cost of the service attributable to the parcel. The Proposition 218 Omnibus Implementation Act prescribes specific procedures and parameters for local compliance with the requirements of the California Constitution for assessments and property-related fees. This bill would require a local agency, if a court determines that a fee or charge for a property-related service, as specified, violates the above-described provisions of the California Constitution relating to fees and charges, to credit the amount of the fee or charge attributable to the violation against the amount of the revenues required to provide the property-related service, unless a refund is explicitly provided for by statute. (Based on 09/20/2024 text)

**SB 1147 (Portantino, D) Drinking water: microplastics levels.**

**Status:** 09/28/2024 - Approved by the Governor. Chaptered by Secretary of State. Chapter 881, Statutes of 2024.

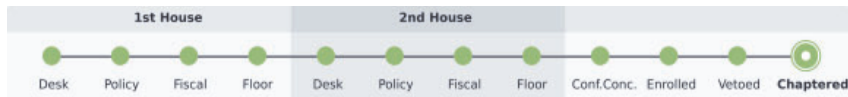


**Location:** 09/28/2024 - Senate CHAPTERED

**Summary:** Would require the Office of Environmental Health Hazard Assessment (OEHHA) to study the health effects of microplastics in drinking and bottled water to evaluate toxicity characteristics and levels of microplastics in water that are not anticipated to cause or contribute to adverse health effects, or to identify data gaps that would need to be addressed to establish those levels. The bill would require OEHHA to provide biennial status updates, and post a final report on its internet website. The bill would authorize the State Water Resources Control Board, after taking into consideration the findings of the report, to request that OEHHA prepare and publish a public health goal for microplastics in drinking water, as specified. (Based on 09/28/2024 text)

**SB 1156 (Hurtado, D) Groundwater sustainability agencies: conflicts of interest: financial interest disclosures.**

**Status:** 09/22/2024 - Chaptered by Secretary of State - Chapter 458, Statutes of 2024



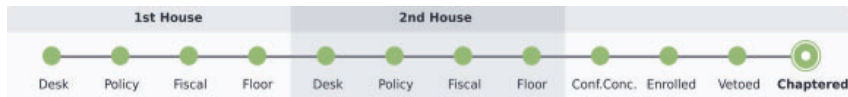
**Location:** 09/22/2024 - Senate CHAPTERED

**Summary:** The Political Reform Act of 1974 prohibits a public official from making, participating in making, or attempting to use their official position to influence a governmental decision in which they know or have reason to know that they have a financial interest, as defined. The act requires specified public officials, including elected state officers, judges and court commissioners, members of certain boards and commissions, other state and local public officials, and candidates for these positions to file statements of economic interests, annually and at other specified times, that disclose their investments, interests in real property, income, and business positions. The Fair Political Practices Commission is the filing officer for such statements filed by statewide elected officers and candidates and other specified public officials. This bill would require members of the board of directors and the executive, as defined, of a groundwater sustainability agency to file statements of economic interests, according to the filing requirements described above, with the Fair Political Practices Commission using the Commission's online system for filing statements of economic interests. (Based on 09/22/2024 text)



**SB 1188 (Laird, D) Drinking water: technical, managerial, and financial standards.**

**Status:** 09/24/2024 - Chaptered by Secretary of State - Chapter 507, Statutes of 2024

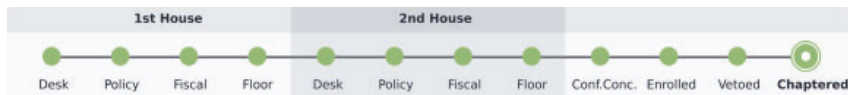


**Location:** 09/24/2024 - Senate CHAPTERED

**Summary:** The California Safe Drinking Water Act prohibits a person from operating a public water system unless the person first submits an application to the state board and receives a permit to operate the system, as specified. Current law authorizes the State Water Resources Control Board to impose permit conditions, requirements for system improvements, technical, financial, or managerial requirements, and time schedules as it deems necessary to ensure a reliable and adequate supply of water at all times that is pure, wholesome, potable, and does not endanger the health of consumers. Current law makes it a crime to knowingly make any false statement or representation in any application, record, report, or other document submitted, maintained, or used for purposes of compliance with the act. This bill would require the state board to develop and adopt minimum standards related to the technical, managerial, and financial capacity of community water systems serving fewer than 10,000 people or 3,300 service connections and nontransient noncommunity water systems that serve K–12 schools. The bill would require community water systems serving fewer than 10,000 people or 3,300 service connections and nontransient noncommunity water systems that serve K–12 schools to demonstrate compliance with those standards, as provided. The bill would require new community water systems serving fewer than 10,000 persons or 3,300 service connections and nontransient noncommunity water systems that serve K–12 schools to demonstrate, as part of a permit application, compliance with the minimum technical, managerial, and financial standards. (Based on 09/24/2024 text)

**SB 1210 (Skinner, D) New housing construction: electrical, gas, sewer, and water service: service connection information.**

**Status:** 09/27/2024 - Approved by the Governor. Chaptered by Secretary of State. Chapter 787, Statutes of 2024.

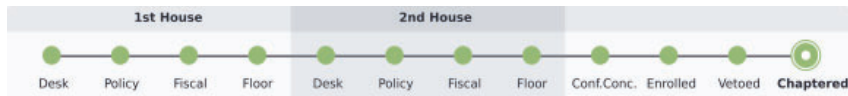


**Location:** 09/27/2024 - Senate CHAPTERED

**Summary:** Current law vests the Public Utilities Commission with regulatory authority over public utilities, including electrical corporations, gas corporations, sewer system corporations, and water corporations, while local publicly owned utilities, including municipal utility districts, public utility districts, and irrigation districts, are under the direction of their governing boards. This bill would, for new housing construction, require the above-described utilities, on or before January 1, 2026, to publicly post on their internet websites (1) the schedule of estimated fees for typical service connections for each housing development type, including, but not limited to, accessory dwelling unit, mixed-use, multifamily, and single-family developments, except as specified, and (2) the estimated timeframes for completing typical service connections needed for each housing development type, as specified. The bill would exempt from its provisions a utility with fewer than 4,000 service connections that does not establish or maintain an internet website due to a hardship and would authorize the utility to establish that a hardship exists by annually adopting a resolution that includes detailed findings, as provided. (Based on 09/27/2024 text)

**SB 1266 (Limón, D) Product safety: bisphenol.**

**Status:** 09/27/2024 - Approved by the Governor. Chaptered by Secretary of State. Chapter 790, Statutes of 2024.



**Location:** 09/27/2024 - Senate CHAPTERED

**Summary:** Current law prohibits the manufacture, sale, or distribution in commerce of any bottle or cup that contains bisphenol A, as specified, if the bottle or cup is designed or intended to be filled with any liquid, food, or beverage intended primarily for consumption by children 3 years of age or younger. The prohibition above does not apply to a product subject to a regulatory response by the Department of Toxic Substances Control as of the date that the department posts a prescribed notice regarding the department's adoption of the regulatory response. Current law additionally requires manufacturers to use the least toxic alternative when replacing bisphenol A in containers and prohibits manufacturers from replacing bisphenol A with chemicals known to cause cancer or reproductive harm, as specified. This bill would, on and after January 1, 2026, instead apply the above prohibitions and requirements to any juvenile's feeding product or juvenile's sucking or teething product, as defined, that contains any form of bisphenol, as defined, at a detectable level above the practical quantitation limit, as determined by the department. The bill would authorize the department to establish standards for the juvenile's products above that are more protective of public health, sensitive populations, or the environment than the standards established by the bill, and would authorize the department or the Attorney General to enforce the prohibitions and requirements, as specified. The bill would additionally prohibit

manufacturers from replacing any form of bisphenol with any chemical identified by the department as a Candidate Chemical, as specified. (Based on 09/27/2024 text)

General Ledger

Budget Variance Revenue

User: wclayton

Printed: 9/30/2024 11:07:34 AM

Period 08 - 08

Fiscal Year 2024

Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
Beaumont CA 92223  
(951) 845-9581  
www.bcvwd.org



Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
<b>50</b>	<b>GENERAL</b>						
01-50-510-419051	Grant Revenue	\$ 397,000.00	\$ -	\$ 465,351.65	\$ (68,351.65)	\$ -	-17.22%
	<b>Grant Rev</b>	<b>\$ 397,000.00</b>	<b>\$ -</b>	<b>\$ 465,351.65</b>	<b>\$ (68,351.65)</b>	<b>\$ -</b>	<b>-17.22%</b>
01-50-510-490001	Interest Income - Bonita Vista	\$ 1,000.00	\$ 42.84	\$ 183.46	\$ 816.54	\$ -	81.65%
01-50-510-490011	Interest Income - Fairway Cnyn	\$ 223,500.00	\$ -	\$ -	\$ 223,500.00	\$ -	100.00%
01-50-510-490021	Interest Income - General	\$ 1,249,000.00	\$ 97,646.28	\$ 1,744,410.50	\$ (495,410.50)	\$ -	-39.66%
01-50-510-490041	Rlzd Gain/Loss on Investment	\$ -	\$ (0.01)	\$ (29,825.55)	\$ 29,825.55	\$ -	0.00%
01-50-510-490051	Net Amort/Accret on Investment	\$ 278,000.00	\$ 19,714.78	\$ 192,631.28	\$ 85,368.72	\$ -	30.71%
	<b>Interest Income</b>	<b>\$ 1,751,500.00</b>	<b>\$ 117,403.89</b>	<b>\$ 1,907,399.69</b>	<b>\$ (155,999.69)</b>	<b>\$ -</b>	<b>-8.90%</b>
01-50-510-481001	Capacity Fees-Wells	\$ 388,000.00	\$ -	\$ 5,808.00	\$ 382,192.00	\$ -	98.50%
01-50-510-481006	Cap Fees-Water Rights (SWP)	\$ 245,000.00	\$ -	\$ 3,675.00	\$ 241,325.00	\$ -	98.50%
01-50-510-481012	Cap Fees-Water Treatment Plant	\$ 185,000.00	\$ -	\$ 2,763.00	\$ 182,237.00	\$ -	98.51%
01-50-510-481018	Cap Fees-Local Water Resources	\$ 97,000.00	\$ -	\$ 1,455.00	\$ 95,545.00	\$ -	98.50%
01-50-510-481024	Cap Fees-Recycled Water	\$ 281,000.00	\$ -	\$ 17,525.00	\$ 263,475.00	\$ -	93.76%
01-50-510-481030	Cap Fees-Transmission	\$ 314,000.00	\$ -	\$ 4,704.00	\$ 309,296.00	\$ -	98.50%
01-50-510-481036	Cap Fees-Storage	\$ 402,000.00	\$ -	\$ 6,024.00	\$ 395,976.00	\$ -	98.50%
01-50-510-481042	Cap Fees-Booster	\$ 28,000.00	\$ -	\$ 417.00	\$ 27,583.00	\$ -	98.51%
01-50-510-481048	Cap Fees-Pressure Reducing Stn	\$ 15,000.00	\$ -	\$ 213.00	\$ 14,787.00	\$ -	98.58%
01-50-510-481054	Cap Fees-Miscellaneous Project	\$ 13,000.00	\$ -	\$ 186.00	\$ 12,814.00	\$ -	98.57%
01-50-510-481060	Cap Fees-Financing Costs	\$ 61,000.00	\$ -	\$ 1,316.30	\$ 59,683.70	\$ -	97.84%
01-50-510-485001	Front Footage Fees	\$ 24,000.00	\$ -	\$ 15,865.20	\$ 8,134.80	\$ -	33.90%
	<b>Non-Operating Revenue</b>	<b>\$ 2,053,000.00</b>	<b>\$ -</b>	<b>\$ 59,951.50</b>	<b>\$ 1,993,048.50</b>	<b>\$ -</b>	<b>97.08%</b>
01-50-510-410100	Sales	\$ 6,072,000.00	\$ 975,688.99	\$ 3,567,468.16	\$ 2,504,531.84	\$ -	41.25%
01-50-510-410151	Agricultural Irrigation Sales	\$ 27,000.00	\$ -	\$ 5,414.81	\$ 21,585.19	\$ -	79.95%
01-50-510-410171	Construction Sales	\$ 93,500.00	\$ 773.76	\$ 9,092.79	\$ 84,407.21	\$ -	90.28%
01-50-510-413001	Backflow Administration Charge	\$ 69,500.00	\$ 10,915.80	\$ 58,197.67	\$ 11,302.33	\$ -	16.26%
01-50-510-413011	Fixed Meter Charges	\$ 5,630,500.00	\$ 488,006.07	\$ 3,906,838.22	\$ 1,723,661.78	\$ -	30.61%
01-50-510-413021	Meter Fees	\$ 300,000.00	\$ 76,140.00	\$ 501,734.00	\$ (201,734.00)	\$ -	-67.24%
01-50-510-415001	SGPWA Importation Charges	\$ 3,783,000.00	\$ 525,790.80	\$ 2,138,223.90	\$ 1,644,776.10	\$ -	43.48%
01-50-510-415011	SCE Power Charges	\$ 2,207,000.00	\$ 306,711.30	\$ 1,247,313.90	\$ 959,686.10	\$ -	43.48%
01-50-510-417001	2nd Notice Charges	\$ 82,000.00	\$ 6,470.00	\$ 52,995.00	\$ 29,005.00	\$ -	35.37%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/ Uncollect
01-50-510-417011	3rd Notice Charges	\$ 104,500.00	\$ 20,265.00	\$ 89,970.00	\$ 14,530.00	\$ -	13.90%
01-50-510-417021	Account Restatement Fees	\$ 39,000.00	\$ 50.00	\$ 24,450.00	\$ 14,550.00	\$ -	37.31%
01-50-510-417031	Lien Processing Fees	\$ 12,000.00	\$ 510.00	\$ 3,060.00	\$ 8,940.00	\$ -	74.50%
01-50-510-417041	Credit Check Processing Fees	\$ 18,500.00	\$ 2,290.00	\$ 14,310.00	\$ 4,190.00	\$ -	22.65%
01-50-510-417051	Return Check Fees	\$ 5,500.00	\$ 275.00	\$ 4,400.00	\$ 1,100.00	\$ -	20.00%
01-50-510-417061	Customer Damage/Upgrade Charge	\$ 22,500.00	\$ 11,163.62	\$ 34,241.62	\$ (11,741.62)	\$ -	-52.18%
01-50-510-417071	After-Hours Call Out Charges	\$ 3,000.00	\$ 200.00	\$ 1,800.00	\$ 1,200.00	\$ -	40.00%
01-50-510-417081	Bench Test Fees (Credits)	\$ 500.00	\$ -	\$ 100.00	\$ 400.00	\$ -	80.00%
01-50-510-417091	Credit Card Processing Fees	\$ 125,000.00	\$ 6,600.31	\$ 78,072.34	\$ 46,927.66	\$ -	37.54%
01-50-510-419001	Rebates and Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01-50-510-419011	Development Income	\$ 226,000.00	\$ 31,244.56	\$ 119,160.91	\$ 106,839.09	\$ -	47.27%
01-50-510-419012	Development Income - GIS	\$ 308,000.00	\$ -	\$ -	\$ 308,000.00	\$ -	100.00%
01-50-510-419031	Well Maintenance Reimbursement	\$ 162,000.00	\$ 378.51	\$ 7,829.97	\$ 154,170.03	\$ -	95.17%
01-50-510-419061	Miscellaneous Income	\$ 1,000.00	\$ -	\$ 47,635.02	\$ (46,635.02)	\$ -	-4663.50%
	<b>Operating Revenue</b>	<b>\$ 19,292,000.00</b>	<b>\$ 2,463,473.72</b>	<b>\$ 11,912,308.31</b>	<b>\$ 7,379,691.69</b>	<b>\$ -</b>	<b>38.25%</b>
01-50-510-471011	Maint Fees - 13695 Oak Glen Rd	\$ 8,000.00	\$ 584.08	\$ 4,655.08	\$ 3,344.92	\$ -	41.81%
01-50-510-471021	Maint Fees - 13697 Oak Glen Rd	\$ 9,000.00	\$ 652.16	\$ 5,197.74	\$ 3,802.26	\$ -	42.25%
01-50-510-471031	Maint Fees - 9781 AveMiravilla	\$ 7,000.00	\$ 542.58	\$ 4,323.29	\$ 2,676.71	\$ -	38.24%
01-50-510-471111	Utilities - 13695 Oak Glen Rd	\$ 6,000.00	\$ 311.43	\$ 2,195.77	\$ 3,804.23	\$ -	63.40%
01-50-510-471121	Utilities - 13697 Oak Glen Rd	\$ 7,000.00	\$ 498.25	\$ 3,668.52	\$ 3,331.48	\$ -	47.59%
01-50-510-471131	Utilities - 9781 Ave Miravilla	\$ 5,000.00	\$ 521.06	\$ 2,583.91	\$ 2,416.09	\$ -	48.32%
	<b>Rent/Utilities</b>	<b>\$ 42,000.00</b>	<b>\$ 3,109.56</b>	<b>\$ 22,624.31</b>	<b>\$ 19,375.69</b>	<b>\$ -</b>	<b>46.13%</b>
	<b>Revenue Total</b>	<b>\$ 23,535,500.00</b>	<b>\$ 2,583,987.17</b>	<b>\$ 14,367,635.46</b>	<b>\$ 9,167,864.54</b>	<b>\$ -</b>	<b>38.95%</b>



# General Ledger

Budget Variance Expense

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Period 08 - 08

Fiscal Year 2024

## Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
Beaumont CA 92223  
(951) 845-9581  
www.bcwwd.org



Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
<b>10</b>	<b>BOARD OF DIRECTORS</b>						
01-10-110-500101	Board of Directors Fees	\$ 124,500.00	\$ 11,856.00	\$ 66,245.40	\$ 58,254.60	\$ -	46.79%
01-10-110-500115	Social Security	\$ 8,000.00	\$ 735.06	\$ 4,107.21	\$ 3,892.79	\$ -	48.66%
01-10-110-500120	Medicare	\$ 2,000.00	\$ 171.93	\$ 960.64	\$ 1,039.36	\$ -	51.97%
01-10-110-500125	Health Insurance	\$ 81,500.00	\$ 282.77	\$ 35,700.94	\$ 45,799.06	\$ -	56.20%
01-10-110-500140	Life Insurance	\$ 2,500.00	\$ 9.01	\$ 80.74	\$ 2,419.26	\$ -	96.77%
01-10-110-500143	EAP Program	\$ 500.00	\$ 9.56	\$ 76.45	\$ 423.55	\$ -	84.71%
01-10-110-500145	Workers' Compensation	\$ 1,000.00	\$ 86.54	\$ 483.49	\$ 516.51	\$ -	51.65%
01-10-110-500175	Training/Education/Mtgs/Travel	\$ 47,000.00	\$ 7,383.15	\$ 22,265.44	\$ 24,734.56	\$ -	52.63%
	<b>Board of Directors Personnel</b>	\$ <b>267,000.00</b>	\$ <b>20,534.02</b>	\$ <b>129,920.31</b>	\$ <b>137,079.69</b>	\$ -	<b>51.34%</b>
01-10-110-550043	Supplies-Other	\$ 1,500.00	\$ 582.58	\$ 1,064.37	\$ 435.63	\$ -	29.04%
	<b>Board of Directors Materials &amp; Supplies</b>	\$ <b>1,500.00</b>	\$ <b>582.58</b>	\$ <b>1,064.37</b>	\$ <b>435.63</b>	\$ -	<b>29.04%</b>
01-10-110-550012	Election Expenses	\$ 12,000.00	\$ -	\$ 6.00	\$ 11,994.00	\$ -	99.95%
01-10-110-550051	Advertising/Legal Notices	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
	<b>Board of Directors Services</b>	\$ <b>14,000.00</b>	\$ <b>-</b>	\$ <b>6.00</b>	\$ <b>13,994.00</b>	\$ -	<b>99.96%</b>
	<b>BOARD OF DIRECTORS</b>	\$ <b>282,500.00</b>	\$ <b>21,116.60</b>	\$ <b>130,990.68</b>	\$ <b>151,509.32</b>	\$ -	<b>53.63%</b>
<b>20</b>	<b>ENGINEERING</b>						
<b>210</b>	<b>Engineering Personnel</b>						
01-20-210-500105	Labor	\$ 516,000.00	\$ 40,811.11	\$ 212,096.73	\$ 303,903.27	\$ -	58.90%
01-20-210-500114	Incentive Pay	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -	100.00%
01-20-210-500115	Social Security	\$ 39,000.00	\$ 2,549.77	\$ 14,151.36	\$ 24,848.64	\$ -	63.71%
01-20-210-500120	Medicare	\$ 9,500.00	\$ 596.26	\$ 3,309.32	\$ 6,190.68	\$ -	65.17%
01-20-210-500125	Health Insurance	\$ 89,500.00	\$ 4,100.94	\$ 40,765.71	\$ 48,734.29	\$ -	54.45%
01-20-210-500140	Life Insurance	\$ 1,000.00	\$ 39.95	\$ 318.64	\$ 681.36	\$ -	68.14%
01-20-210-500143	EAP Program	\$ 500.00	\$ 9.80	\$ 60.03	\$ 439.97	\$ -	87.99%
01-20-210-500145	Workers' Compensation	\$ 5,000.00	\$ 366.55	\$ 1,973.68	\$ 3,026.32	\$ -	60.53%
01-20-210-500150	Unemployment Insurance	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	\$ -	100.00%
01-20-210-500155	Retirement/CalPERS	\$ 54,500.00	\$ 3,767.34	\$ 20,726.72	\$ 33,773.28	\$ -	61.97%
01-20-210-500165	Uniforms and Employee Benefits	\$ 500.00	\$ -	\$ 110.98	\$ 389.02	\$ -	77.80%
01-20-210-500175	Training/Education/Mtgs/Travel	\$ 8,000.00	\$ -	\$ 1,185.51	\$ 6,814.49	\$ -	85.18%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
01-20-210-500180	Accrued Sick Leave Expense	\$ 30,000.00	\$ 285.30	\$ 1,859.67	\$ 28,140.33	\$ -	93.80%
01-20-210-500185	Accrued Vacation Leave Expense	\$ 25,000.00	\$ -	\$ 7,315.60	\$ 17,684.40	\$ -	70.74%
01-20-210-500187	Accrued Leave Payments	\$ 18,500.00	\$ -	\$ 6,813.00	\$ 11,687.00	\$ -	63.17%
01-20-210-500195	CIP Related Labor	\$ (225,000.00)	\$ (4,171.62)	\$ (18,106.48)	\$ (206,893.52)	\$ -	91.95%
<b>220</b>	<b>Development Services Personnel</b>						
01-20-220-500105	Labor	\$ 73,000.00	\$ 9,146.91	\$ 49,714.87	\$ 23,285.13	\$ -	31.90%
01-20-220-500115	Social Security	\$ 5,500.00	\$ 567.66	\$ 3,085.14	\$ 2,414.86	\$ -	43.91%
01-20-220-500120	Medicare	\$ 1,500.00	\$ 132.79	\$ 721.68	\$ 778.32	\$ -	51.89%
01-20-220-500125	Health Insurance	\$ 19,000.00	\$ 1,224.89	\$ 7,994.30	\$ 11,005.70	\$ -	57.92%
01-20-220-500140	Life Insurance	\$ 500.00	\$ 13.99	\$ 79.83	\$ 420.17	\$ -	84.03%
01-20-220-500143	EAP Program	\$ 500.00	\$ 1.66	\$ 10.68	\$ 489.32	\$ -	97.86%
01-20-220-500145	Workers' Compensation	\$ 1,000.00	\$ 81.63	\$ 443.56	\$ 556.44	\$ -	55.64%
01-20-220-500150	Unemployment Insurance	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	\$ -	100.00%
01-20-220-500155	Retirement/CalPERS	\$ 6,500.00	\$ 795.91	\$ 4,247.60	\$ 2,252.40	\$ -	34.65%
01-20-220-500180	Accrued Sick Leave Expense	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00	\$ -	100.00%
01-20-220-500185	Accrued Vacation Leave Expense	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
	<b>ENGINEERING Personnel</b>	\$ <b>694,500.00</b>	\$ <b>60,320.84</b>	\$ <b>358,878.13</b>	\$ <b>335,621.87</b>	\$ -	<b>48.33%</b>
01-20-210-540048	Permits, Fees & Licensing	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
01-20-210-550029	Administrative Expenses	\$ 11,000.00	\$ -	\$ 7,800.00	\$ 3,200.00	\$ -	29.09%
01-20-210-550046	Office Equipment	\$ 6,000.00	\$ -	\$ 1,102.36	\$ 4,897.64	\$ -	81.63%
	<b>Engineering Materials &amp; Supplies</b>	\$ <b>20,000.00</b>	\$ <b>-</b>	\$ <b>8,902.36</b>	\$ <b>11,097.64</b>	\$ <b>-</b>	<b>55.49%</b>
01-20-210-500190	Temporary Labor	\$ 45,000.00	\$ 3,185.60	\$ 44,369.04	\$ 630.96	\$ -	1.40%
01-20-210-540014	Development Reimbursable GIS	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	100.00%
01-20-210-550030	Membership Dues	\$ 2,000.00	\$ -	\$ 180.00	\$ 1,820.00	\$ -	91.00%
01-20-210-550051	Advertising/Legal Notices	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
01-20-210-580031	Outside Engineering	\$ 120,000.00	\$ -	\$ 39,900.00	\$ 80,100.00	\$ -	66.75%
	<b>Engineering Services</b>	\$ <b>222,000.00</b>	\$ <b>3,185.60</b>	\$ <b>84,449.04</b>	\$ <b>137,550.96</b>	\$ <b>-</b>	<b>61.96%</b>
<b>Expense Total</b>	<b>ENGINEERING</b>	\$ <b>936,500.00</b>	\$ <b>63,506.44</b>	\$ <b>452,229.53</b>	\$ <b>484,270.47</b>	\$ <b>-</b>	<b>51.71%</b>
<b>30</b>	<b>FINANCE &amp; ADMINISTRATION</b>						
<b>310</b>	<b>Finance &amp; Administration Personnel</b>						
01-30-310-500105	Labor	\$ 1,011,000.00	\$ 106,628.67	\$ 565,404.47	\$ 445,595.53	\$ -	44.07%
01-30-310-500109	FLSA Overtime	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
01-30-310-500110	Overtime	\$ 3,000.00	\$ -	\$ 417.46	\$ 2,582.54	\$ -	86.08%
01-30-310-500111	Double Time	\$ 2,500.00	\$ -	\$ 173.40	\$ 2,326.60	\$ -	93.06%
01-30-310-500114	Incentive Pay	\$ 4,000.00	\$ 50.00	\$ 400.00	\$ 3,600.00	\$ -	90.00%
01-30-310-500115	Social Security	\$ 80,500.00	\$ 6,219.41	\$ 37,132.26	\$ 43,367.74	\$ -	53.87%
01-30-310-500120	Medicare	\$ 18,500.00	\$ 1,840.01	\$ 9,069.58	\$ 9,430.42	\$ -	50.98%
01-30-310-500125	Health Insurance	\$ 210,650.00	\$ 11,872.08	\$ 98,915.86	\$ 111,734.14	\$ -	53.04%
01-30-310-500130	CalPERS Health Admin Costs	\$ 3,000.00	\$ 201.78	\$ 2,023.91	\$ 976.09	\$ -	32.54%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
01-30-310-500140	Life Insurance	\$ 2,000.00	\$ 110.20	\$ 881.77	\$ 1,118.23	\$ -	55.91%
01-30-310-500143	EAP Program	\$ 500.00	\$ 13.37	\$ 103.68	\$ 396.32	\$ -	79.26%
01-30-310-500145	Workers' Compensation	\$ 9,000.00	\$ 868.98	\$ 4,576.42	\$ 4,423.58	\$ -	49.15%
01-30-310-500150	Unemployment Insurance	\$ 7,500.00	\$ 2,686.00	\$ 2,717.62	\$ 4,782.38	\$ -	63.77%
01-30-310-500155	Retirement/CalPERS	\$ 222,000.00	\$ 21,376.04	\$ 131,848.82	\$ 90,151.18	\$ -	40.61%
01-30-310-500161	Estimated Current Year OPEB	\$ 104,000.00	\$ -	\$ -	\$ 104,000.00	\$ -	100.00%
01-30-310-500165	Uniforms and Employee Benefits	\$ 1,000.00	\$ -	\$ 286.61	\$ 713.39	\$ -	71.34%
01-30-310-500175	Training/Education/Mtgs/Travel	\$ 37,000.00	\$ 1,212.72	\$ 10,617.23	\$ 26,382.77	\$ -	71.30%
01-30-310-500180	Accrued Sick Leave Expense	\$ 60,000.00	\$ 801.42	\$ 8,063.13	\$ 51,936.87	\$ -	86.56%
01-30-310-500185	Accrued Vacation Leave Expense	\$ 98,000.00	\$ 8,885.82	\$ 21,794.45	\$ 76,205.55	\$ -	77.76%
01-30-310-500187	Accrued Leave Payments	\$ 101,500.00	\$ 13,726.93	\$ 42,258.28	\$ 59,241.72	\$ -	58.37%
01-30-310-500195	CIP Related Labor	\$ (8,000.00)	\$ -	\$ -	\$ (8,000.00)	\$ -	100.00%
01-30-310-560000	GASB 68 Pension Expense	\$ 215,000.00	\$ -	\$ 135,000.00	\$ 80,000.00	\$ -	37.21%
<b>320</b>	<b>Human Resources &amp; Risk Management Personnel</b>						
01-30-320-500105	Labor	\$ 101,000.00	\$ 10,485.70	\$ 58,811.10	\$ 42,188.90	\$ -	41.77%
01-30-320-500114	Incentive Pay	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-30-320-500115	Social Security	\$ 7,000.00	\$ 678.75	\$ 3,846.25	\$ 3,153.75	\$ -	45.05%
01-30-320-500120	Medicare	\$ 2,000.00	\$ 158.73	\$ 899.47	\$ 1,100.53	\$ -	55.03%
01-30-320-500125	Health Insurance	\$ 27,500.00	\$ 2,025.34	\$ 16,202.72	\$ 11,297.28	\$ -	41.08%
01-30-320-500140	Life Insurance	\$ 500.00	\$ 11.78	\$ 117.06	\$ 382.94	\$ -	76.59%
01-30-320-500143	EAP Program	\$ 500.00	\$ 1.91	\$ 15.29	\$ 484.71	\$ -	96.94%
01-30-320-500145	Workers' Compensation	\$ 1,000.00	\$ 79.86	\$ 452.54	\$ 547.46	\$ -	54.75%
01-30-320-500150	Unemployment Insurance	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	\$ -	100.00%
01-30-320-500155	Retirement/CalPERS	\$ 9,000.00	\$ 961.25	\$ 5,302.70	\$ 3,697.30	\$ -	41.08%
01-30-320-500165	Uniforms and Employee Benefits	\$ 220.00	\$ -	\$ 219.10	\$ 0.90	\$ -	0.41%
01-30-320-500175	Training/Education/Mtgs/Travel	\$ 7,000.00	\$ 345.00	\$ 2,040.00	\$ 4,960.00	\$ -	70.86%
01-30-320-500176	Dist Professional Development	\$ 26,000.00	\$ -	\$ 8,388.00	\$ 17,612.00	\$ -	67.74%
01-30-320-500177	General Safety Trng & Supplies	\$ 26,900.00	\$ 250.00	\$ 7,990.00	\$ 18,910.00	\$ -	70.30%
01-30-320-500180	Accrued Sick Leave Expense	\$ 6,000.00	\$ 455.90	\$ 1,823.60	\$ 4,176.40	\$ -	69.61%
01-30-320-500185	Accrued Vacation Leave Expense	\$ 5,500.00	\$ -	\$ 1,367.70	\$ 4,132.30	\$ -	75.13%
01-30-320-550024	Employment Testing	\$ 4,500.00	\$ -	\$ 2,954.11	\$ 1,545.89	\$ -	34.35%
<b>330</b>	<b>Customer Service Personnel</b>						
01-30-330-500105	Labor	\$ 321,800.00	\$ 30,816.95	\$ 176,965.74	\$ 144,834.26	\$ -	45.01%
01-30-330-500109	FLSA Overtime	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
01-30-330-500110	Overtime	\$ 8,000.00	\$ 756.48	\$ 4,751.45	\$ 3,248.55	\$ -	40.61%
01-30-330-500111	Double Time	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-30-330-500114	Incentive Pay	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
01-30-330-500115	Social Security	\$ 24,500.00	\$ 2,259.67	\$ 12,104.65	\$ 12,395.35	\$ -	50.59%
01-30-330-500120	Medicare	\$ 6,000.00	\$ 528.50	\$ 2,830.98	\$ 3,169.02	\$ -	52.82%
01-30-330-500125	Health Insurance	\$ 135,500.00	\$ 9,783.54	\$ 64,298.75	\$ 71,201.25	\$ -	52.55%
01-30-330-500140	Life Insurance	\$ 1,000.00	\$ 29.39	\$ 288.70	\$ 711.30	\$ -	71.13%
01-30-330-500143	EAP Program	\$ 500.00	\$ 9.55	\$ 68.32	\$ 431.68	\$ -	86.34%
01-30-330-500145	Workers' Compensation	\$ 3,000.00	\$ 262.34	\$ 1,412.25	\$ 1,587.75	\$ -	52.93%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
01-30-330-500150	Unemployment Insurance	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
01-30-330-500155	Retirement/CalPERS	\$ 37,500.00	\$ 5,497.40	\$ 24,834.07	\$ 12,665.93	\$ -	33.78%
01-30-330-500165	Uniforms and Employee Benefits	\$ 500.00	\$ -	\$ 440.70	\$ 59.30	\$ -	11.86%
01-30-330-500175	Training/Education/Mtgs/Travel	\$ 8,500.00	\$ -	\$ 1,361.57	\$ 7,138.43	\$ -	83.98%
01-30-330-500180	Accrued Sick Leave Expense	\$ 15,500.00	\$ 986.00	\$ 3,764.59	\$ 11,735.41	\$ -	75.71%
01-30-330-500185	Accrued Vacation Leave Expense	\$ 21,000.00	\$ 3,877.85	\$ 9,550.48	\$ 11,449.52	\$ -	54.52%
01-30-330-500187	Accrued Leave Payments	\$ 20,500.00	\$ -	\$ -	\$ 20,500.00	\$ -	100.00%
	<b>FINANCE &amp; ADMINISTRATION Personnel</b>	<b>\$ 3,023,570.00</b>	<b>\$ 246,755.32</b>	<b>\$ 1,484,786.84</b>	<b>\$ 1,538,783.16</b>	<b>\$ -</b>	<b>50.89%</b>
<b>310</b>	<b>Finance &amp; Administration Materials &amp; Supplies</b>						
01-30-310-550006	Cashiering Shortages/Overages	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01-30-310-550042	Office Supplies	\$ 11,000.00	\$ 1,204.66	\$ 7,084.08	\$ 3,915.92	\$ -	35.60%
01-30-310-550046	Office Equipment	\$ 5,500.00	\$ -	\$ 437.41	\$ 5,062.59	\$ -	92.05%
01-30-310-550048	Postage	\$ 60,000.00	\$ -	\$ 5,867.22	\$ 54,132.78	\$ -	90.22%
01-30-310-550066	Subscriptions	\$ 500.00	\$ -	\$ 195.00	\$ 305.00	\$ -	61.00%
01-30-310-550072	Miscellaneous Operating Exp	\$ 500.00	\$ 50.00	\$ 917.45	\$ (417.45)	\$ -	-83.49%
01-30-310-550078	Bad Debt Expense	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	100.00%
01-30-310-550084	Depreciation	\$ 3,417,000.00	\$ 287,854.08	\$ 2,318,474.61	\$ 1,098,525.39	\$ -	32.15%
<b>320</b>	<b>Human Resources &amp; Risk Management Materials &amp; Supplies</b>						
01-30-320-550028	District Certification	\$ 6,000.00	\$ -	\$ 3,820.00	\$ 2,180.00	\$ -	36.33%
01-30-320-550042	Office Supplies	\$ 1,980.00	\$ -	\$ -	\$ 1,980.00	\$ -	100.00%
<b>330</b>	<b>Customer Service Materials &amp; Supplies</b>						
01-30-330-550006	Cashiering Shortages/Overages	\$ 100.00	\$ (0.15)	\$ 34.51	\$ 65.49	\$ -	65.49%
	<b>FINANCE &amp; ADMINISTRATION Materials &amp; Supplies</b>	<b>\$ 3,527,580.00</b>	<b>\$ 289,108.59</b>	<b>\$ 2,336,830.28</b>	<b>\$ 1,190,749.72</b>	<b>\$ -</b>	<b>33.76%</b>
<b>310</b>	<b>Finance &amp; Administration Services</b>						
01-30-310-500190	Temporary Labor	\$ 60,850.00	\$ -	\$ 60,097.15	\$ 752.85	\$ -	1.24%
01-30-310-550001	Bank/Financial Service Fees	\$ 4,000.00	\$ 283.85	\$ 2,146.21	\$ 1,853.79	\$ -	46.34%
01-30-310-550008	Transaction/Return Fees	\$ -	\$ 42.00	\$ 117.73	\$ (117.73)	\$ -	0.00%
01-30-310-550010	Transaction/Credit Card Fees	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01-30-310-550030	Membership Dues	\$ 43,000.00	\$ 2,226.25	\$ 32,006.00	\$ 10,994.00	\$ -	25.57%
01-30-310-550036	Notary and Lien Fees	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01-30-310-550051	Advertising/Legal Notices	\$ 5,000.00	\$ -	\$ 1,107.82	\$ 3,892.18	\$ -	77.84%
01-30-310-550054	Property, Auto, General Ins	\$ 170,000.00	\$ 22,140.86	\$ 166,322.96	\$ 3,677.04	\$ -	2.16%
01-30-310-550061	Media Outreach	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100.00%
01-30-310-580001	Accounting and Audit	\$ 46,000.00	\$ -	\$ 33,603.75	\$ 12,396.25	\$ -	26.95%
01-30-310-580011	General Legal	\$ 79,000.00	\$ -	\$ 34,591.75	\$ 44,408.25	\$ -	56.21%
01-30-310-580036	Other Professional Services	\$ 341,000.00	\$ 8,000.00	\$ 120,583.85	\$ 220,416.15	\$ -	64.64%
<b>320</b>	<b>Human Resources &amp; Risk Management Services</b>						
01-30-320-550025	Employee Retention	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ -	100.00%
01-30-320-550026	Recruitment Expense	\$ 12,500.00	\$ -	\$ 1,491.59	\$ 11,008.41	\$ -	88.07%
01-30-320-550030	Membership Dues	\$ 2,000.00	\$ -	\$ 1,018.00	\$ 982.00	\$ -	49.10%
01-30-320-550051	Advertising/Legal Notices	\$ 2,000.00	\$ -	\$ 243.95	\$ 1,756.05	\$ -	87.80%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
01-30-320-580036	Other Professional Services	\$ 11,000.00	\$ -	\$ 1,443.75	\$ 9,556.25	\$ -	86.88%
<b>330</b>	<b>Customer Service Services</b>						
01-30-330-500190	Temporary Labor	\$ 20,200.00	\$ -	\$ 20,183.48	\$ 16.52	\$ -	0.08%
01-30-330-550008	Transaction/Return Fees	\$ 1,500.00	\$ (44.25)	\$ 471.97	\$ 1,028.03	\$ -	68.54%
01-30-330-550010	Transaction/Credit Card Fees	\$ 125,000.00	\$ 7,685.11	\$ 70,844.46	\$ 54,155.54	\$ -	43.32%
01-30-330-550014	Credit Check Fees	\$ 6,500.00	\$ -	\$ 3,818.24	\$ 2,681.76	\$ -	41.26%
01-30-330-550030	Membership Dues	\$ 1,500.00	\$ -	\$ 135.00	\$ 1,365.00	\$ -	91.00%
01-30-330-550036	Notary and Lien Fees	\$ 2,500.00	\$ -	\$ 440.00	\$ 2,060.00	\$ -	82.40%
01-30-330-550050	Utility Billing Service	\$ 90,000.00	\$ -	\$ 52,774.87	\$ 37,225.13	\$ -	41.36%
	<b>FINANCE &amp; ADMINISTRATION Services</b>	<b>\$ 1,039,550.00</b>	<b>\$ 40,333.82</b>	<b>\$ 603,442.53</b>	<b>\$ 436,107.47</b>	<b>\$ -</b>	<b>41.95%</b>
	<b>FINANCE &amp; ADMINISTRATION</b>	<b>\$ 7,590,700.00</b>	<b>\$ 576,197.73</b>	<b>\$ 4,425,059.65</b>	<b>\$ 3,165,640.35</b>	<b>\$ -</b>	<b>41.70%</b>
<b>35</b>	<b>INFORMATION TECHNOLOGY</b>						
01-35-315-500105	Labor	\$ 169,000.00	\$ 19,269.60	\$ 106,785.70	\$ 62,214.30	\$ -	36.81%
01-35-315-500114	Incentive Pay	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-35-315-500115	Social Security	\$ 14,000.00	\$ 1,195.71	\$ 7,732.71	\$ 6,267.29	\$ -	44.77%
01-35-315-500120	Medicare	\$ 3,500.00	\$ 279.63	\$ 1,808.39	\$ 1,691.61	\$ -	48.33%
01-35-315-500125	Health Insurance	\$ 27,500.00	\$ 1,967.29	\$ 15,738.32	\$ 11,761.68	\$ -	42.77%
01-35-315-500140	Life Insurance	\$ 500.00	\$ 20.83	\$ 166.64	\$ 333.36	\$ -	66.67%
01-35-315-500143	EAP Program	\$ 500.00	\$ 1.91	\$ 15.29	\$ 484.71	\$ -	96.94%
01-35-315-500145	Workers' Compensation	\$ 1,500.00	\$ 140.67	\$ 797.13	\$ 702.87	\$ -	46.86%
01-35-315-500150	Unemployment Insurance	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -	100.00%
01-35-315-500155	Retirement/CalPERS	\$ 15,000.00	\$ 1,700.94	\$ 8,829.73	\$ 6,170.27	\$ -	41.14%
01-35-315-500175	Training/Education/Mtgs/Travel	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100.00%
01-35-315-500180	Accrued Sick Leave Expense	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100.00%
01-35-315-500185	Accrued Vacation Leave Expense	\$ 18,500.00	\$ -	\$ 2,408.70	\$ 16,091.30	\$ -	86.98%
01-35-315-500187	Accrued Leave Payments	\$ 20,500.00	\$ -	\$ 15,435.75	\$ 5,064.25	\$ -	24.70%
01-35-315-500195	CIP Related Labor	\$ (33,000.00)	\$ -	\$ -	\$ (33,000.00)	\$ -	100.00%
	<b>Information Technology Personnel</b>	<b>\$ 256,000.00</b>	<b>\$ 24,576.58</b>	<b>\$ 159,718.36</b>	<b>\$ 96,281.64</b>	<b>\$ -</b>	<b>37.61%</b>
01-35-315-550044	Printing/Toner and Maintenance	\$ 30,000.00	\$ 635.97	\$ 9,208.17	\$ 20,791.83	\$ -	69.31%
01-35-315-580016	Computer Hardware	\$ 30,000.00	\$ -	\$ 15,258.65	\$ 14,741.35	\$ -	49.14%
01-35-315-580028	Cybersecurity Soft/Hardware	\$ 58,000.00	\$ 4,200.00	\$ 37,726.00	\$ 20,274.00	\$ -	34.96%
01-35-315-580030	Repair/Purchase Radio Comm Eq	\$ 10,000.00	\$ -	\$ 4,545.64	\$ 5,454.36	\$ -	54.54%
	<b>Information Technology Materials &amp; Supplies</b>	<b>\$ 128,000.00</b>	<b>\$ 4,835.97</b>	<b>\$ 66,738.46</b>	<b>\$ 61,261.54</b>	<b>\$ -</b>	<b>47.86%</b>
01-35-315-501511	Telephone/Internet Service	\$ 73,000.00	\$ 7,463.01	\$ 54,739.02	\$ 18,260.98	\$ -	25.02%
01-35-315-501521	Building Alarms and Security	\$ 34,000.00	\$ 1,131.65	\$ 11,958.04	\$ 22,041.96	\$ -	64.83%
01-35-315-540014	GIS Maintenance and Updates	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100.00%
01-35-315-550030	Membership Dues	\$ 3,000.00	\$ 580.00	\$ 1,251.00	\$ 1,749.00	\$ -	58.30%
01-35-315-550058	Cyber Security Liability Ins	\$ 7,500.00	\$ -	\$ 5,582.78	\$ 1,917.22	\$ -	25.56%
01-35-315-580021	IT/Software Support	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	\$ -	100.00%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
01-35-315-580026	License/Maintenance/Support	\$ 321,000.00	\$ 11,858.13	\$ 140,648.79	\$ 180,351.21	\$ -	56.18%
01-35-315-580027	AMR/AMI Annual Support	\$ 163,000.00	\$ -	\$ -	\$ 163,000.00	\$ -	100.00%
	<b>Information Technology Services</b>	<b>\$ 619,500.00</b>	<b>\$ 21,032.79</b>	<b>\$ 214,179.63</b>	<b>\$ 405,320.37</b>	<b>\$ -</b>	<b>65.43%</b>
	<b>INFORMATION TECHNOLOGY</b>	<b>\$ 1,003,500.00</b>	<b>\$ 50,445.34</b>	<b>\$ 440,636.45</b>	<b>\$ 562,863.55</b>	<b>\$ -</b>	<b>56.09%</b>
<b>40</b>	<b>OPERATIONS</b>						
<b>410</b>	<b>Source of Supply Personnel</b>						
01-40-410-500105	Labor	\$ 437,900.00	\$ 40,808.80	\$ 246,181.98	\$ 191,718.02	\$ -	43.78%
01-40-410-500109	FLSA Overtime	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
01-40-410-500110	Overtime	\$ 20,500.00	\$ 4,086.96	\$ 8,461.80	\$ 12,038.20	\$ -	58.72%
01-40-410-500111	Double Time	\$ 7,500.00	\$ 160.88	\$ 1,186.85	\$ 6,313.15	\$ -	84.18%
01-40-410-500113	Standby/On-Call	\$ 14,600.00	\$ 1,680.00	\$ 9,520.00	\$ 5,080.00	\$ -	34.79%
01-40-410-500114	Incentive Pay	\$ 3,000.00	\$ 200.00	\$ 1,500.00	\$ 1,500.00	\$ -	50.00%
01-40-410-500115	Social Security	\$ 35,500.00	\$ 3,573.58	\$ 18,831.77	\$ 16,668.23	\$ -	46.95%
01-40-410-500120	Medicare	\$ 8,500.00	\$ 835.76	\$ 4,404.24	\$ 4,095.76	\$ -	48.19%
01-40-410-500125	Health Insurance	\$ 135,500.00	\$ 9,819.63	\$ 78,972.47	\$ 56,527.53	\$ -	41.72%
01-40-410-500140	Life Insurance	\$ 1,000.00	\$ 52.95	\$ 422.81	\$ 577.19	\$ -	57.72%
01-40-410-500143	EAP Program	\$ 500.00	\$ 9.55	\$ 76.31	\$ 423.69	\$ -	84.74%
01-40-410-500145	Workers' Compensation	\$ 18,500.00	\$ 2,047.71	\$ 11,380.46	\$ 7,119.54	\$ -	38.48%
01-40-410-500150	Unemployment Insurance	\$ 15,500.00	\$ -	\$ -	\$ 15,500.00	\$ -	100.00%
01-40-410-500155	Retirement/CalPERS	\$ 140,500.00	\$ 10,356.91	\$ 77,699.17	\$ 62,800.83	\$ -	44.70%
01-40-410-500165	Uniforms and Employee Benefits	\$ 4,000.00	\$ 200.00	\$ 1,976.39	\$ 2,023.61	\$ -	50.59%
01-40-410-500175	Training/Education/Mtgs/Travel	\$ 1,500.00	\$ -	\$ 154.99	\$ 1,345.01	\$ -	89.67%
01-40-410-500180	Accrued Sick Leave Expense	\$ 20,500.00	\$ 2,780.36	\$ 13,781.58	\$ 6,718.42	\$ -	32.77%
01-40-410-500185	Accrued Vacation Leave Expense	\$ 37,000.00	\$ 6,111.10	\$ 20,869.68	\$ 16,130.32	\$ -	43.60%
01-40-410-500187	Accrued Leave Payments	\$ 27,500.00	\$ 2,707.20	\$ 2,707.20	\$ 24,792.80	\$ -	90.16%
01-40-410-500195	CIP Related Labor	\$ (20,000.00)	\$ -	\$ -	\$ (20,000.00)	\$ -	100.00%
<b>430</b>	<b>Cross-Connection/Non-Potable Water Personnel/</b>						
01-40-430-500105	Labor	\$ 103,500.00	\$ 9,791.46	\$ 59,243.70	\$ 44,256.30	\$ -	42.76%
01-40-430-500109	FLSA Overtime	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
01-40-430-500110	Overtime	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ -	100.00%
01-40-430-500111	Double Time	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-40-430-500114	Incentive Pay	\$ 1,000.00	\$ 50.00	\$ 350.00	\$ 650.00	\$ -	65.00%
01-40-430-500115	Social Security	\$ 8,500.00	\$ 734.08	\$ 4,133.43	\$ 4,366.57	\$ -	51.37%
01-40-430-500120	Medicare	\$ 2,000.00	\$ 171.69	\$ 966.73	\$ 1,033.27	\$ -	51.66%
01-40-430-500125	Health Insurance	\$ 27,500.00	\$ 2,148.74	\$ 16,064.32	\$ 11,435.68	\$ -	41.58%
01-40-430-500140	Life Insurance	\$ 500.00	\$ 12.15	\$ 97.56	\$ 402.44	\$ -	80.49%
01-40-430-500143	EAP Program	\$ 500.00	\$ 1.91	\$ 15.19	\$ 484.81	\$ -	96.96%
01-40-430-500145	Workers' Compensation	\$ 4,500.00	\$ 453.84	\$ 2,552.84	\$ 1,947.16	\$ -	43.27%
01-40-430-500150	Unemployment Insurance	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	\$ -	100.00%
01-40-430-500155	Retirement/CalPERS	\$ 18,500.00	\$ 3,524.36	\$ 14,575.20	\$ 3,924.80	\$ -	21.22%
01-40-430-500165	Uniforms and Employee Benefits	\$ 1,000.00	\$ -	\$ 330.78	\$ 669.22	\$ -	66.92%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
01-40-430-500175	Training/Education/Mtgs/Travel	\$ 1,500.00	\$ -	\$ 574.00	\$ 926.00	\$ -	61.73%
01-40-430-500180	Accrued Sick Leave Expense	\$ 5,000.00	\$ 392.64	\$ 2,779.98	\$ 2,220.02	\$ -	44.40%
01-40-430-500185	Accrued Vacation Leave Expense	\$ 7,500.00	\$ 1,595.10	\$ 4,233.72	\$ 3,266.28	\$ -	43.55%
01-40-430-500187	Accrued Leave Payments	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	100.00%
<b>440</b>	<b>Transmission &amp; Distribution Personnel</b>						
01-40-440-500105	Labor	\$ 1,233,500.00	\$ 114,211.14	\$ 625,893.73	\$ 607,606.27	\$ -	49.26%
01-40-440-500109	FLSA Overtime	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-40-440-500110	Overtime	\$ 56,000.00	\$ 13,669.16	\$ 37,350.33	\$ 18,649.67	\$ -	33.30%
01-40-440-500111	Double Time	\$ 26,500.00	\$ 1,862.52	\$ 13,553.76	\$ 12,946.24	\$ -	48.85%
01-40-440-500113	Standby/On-Call	\$ 23,000.00	\$ 2,940.00	\$ 16,290.00	\$ 6,710.00	\$ -	29.17%
01-40-440-500114	Incentive Pay	\$ 7,000.00	\$ -	\$ 50.00	\$ 6,950.00	\$ -	99.29%
01-40-440-500115	Social Security	\$ 96,000.00	\$ 9,085.58	\$ 47,935.50	\$ 48,064.50	\$ -	50.07%
01-40-440-500120	Medicare	\$ 22,500.00	\$ 2,170.00	\$ 11,202.72	\$ 11,297.28	\$ -	50.21%
01-40-440-500125	Health Insurance	\$ 411,500.00	\$ 18,111.25	\$ 149,469.79	\$ 262,030.21	\$ -	63.68%
01-40-440-500140	Life Insurance	\$ 2,500.00	\$ 132.45	\$ 1,029.79	\$ 1,470.21	\$ -	58.81%
01-40-440-500143	EAP Program	\$ 1,000.00	\$ 28.62	\$ 222.78	\$ 777.22	\$ -	77.72%
01-40-440-500145	Workers' Compensation	\$ 42,500.00	\$ 4,814.69	\$ 24,674.41	\$ 17,825.59	\$ -	41.94%
01-40-440-500155	Retirement/CalPERS	\$ 225,500.00	\$ 26,168.54	\$ 136,105.40	\$ 89,394.60	\$ -	39.64%
01-40-440-500165	Uniforms and Employee Benefits	\$ 16,000.00	\$ 490.26	\$ 12,173.39	\$ 3,826.61	\$ -	23.92%
01-40-440-500175	Training/Education/Mtgs/Travel	\$ 25,000.00	\$ 165.00	\$ 22,617.09	\$ 2,382.91	\$ -	9.53%
01-40-440-500180	Accrued Sick Leave Expense	\$ 65,500.00	\$ 9,376.22	\$ 29,845.81	\$ 35,654.19	\$ -	54.43%
01-40-440-500185	Accrued Vacation Leave Expense	\$ 92,000.00	\$ 5,886.47	\$ 33,624.44	\$ 58,375.56	\$ -	63.45%
01-40-440-500187	Accrued Leave Payments	\$ 79,000.00	\$ 1,387.20	\$ 13,474.36	\$ 65,525.64	\$ -	82.94%
01-40-440-500195	CIP Related Labor	\$ (40,000.00)	\$ (9,349.51)	\$ (9,349.51)	\$ (30,650.49)	\$ -	76.63%
<b>450</b>	<b>Inspections Personnel</b>						
01-40-450-500105	Labor	\$ 71,000.00	\$ 2,396.53	\$ 7,380.35	\$ 63,619.65	\$ -	89.61%
01-40-450-500110	Overtime	\$ 12,000.00	\$ 339.07	\$ (285.57)	\$ 12,285.57	\$ -	102.38%
01-40-450-500111	Double Time	\$ 4,500.00	\$ 89.88	\$ 89.88	\$ 4,410.12	\$ -	98.00%
01-40-450-500113	Standby/On-Call	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
01-40-450-500115	Social Security	\$ 6,000.00	\$ 175.32	\$ 444.87	\$ 5,555.13	\$ -	92.59%
01-40-450-500120	Medicare	\$ 1,500.00	\$ 41.00	\$ 104.04	\$ 1,395.96	\$ -	93.06%
01-40-450-500125	Health Insurance	\$ 23,500.00	\$ 293.90	\$ 1,888.89	\$ 21,611.11	\$ -	91.96%
01-40-450-500140	Life Insurance	\$ 500.00	\$ 1.08	\$ 10.43	\$ 489.57	\$ -	97.91%
01-40-450-500143	EAP Program	\$ 500.00	\$ 0.10	\$ 2.08	\$ 497.92	\$ -	99.58%
01-40-450-500145	Workers' Compensation	\$ 3,000.00	\$ 103.96	\$ 317.16	\$ 2,682.84	\$ -	89.43%
01-40-450-500155	Retirement/CalPERS	\$ 13,000.00	\$ 317.64	\$ 939.31	\$ 12,060.69	\$ -	92.77%
<b>460</b>	<b>Customer Svc &amp; Meter Reading Personnel</b>						
01-40-460-500105	Labor	\$ 164,500.00	\$ 17,382.86	\$ 122,328.31	\$ 42,171.69	\$ -	25.64%
01-40-460-500109	FLSA Overtime	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
01-40-460-500110	Overtime	\$ 3,000.00	\$ 432.60	\$ 2,401.84	\$ 598.16	\$ -	19.94%
01-40-460-500111	Double Time	\$ 1,500.00	\$ -	\$ 1,264.56	\$ 235.44	\$ -	15.70%
01-40-460-500113	Standby/On-Call	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	100.00%
01-40-460-500114	Incentive Pay	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	\$ -	100.00%



Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
01-40-460-500115	Social Security	\$ 12,500.00	\$ 1,431.35	\$ 8,776.55	\$ 3,723.45	\$ -	29.79%
01-40-460-500120	Medicare	\$ 3,000.00	\$ 334.73	\$ 2,052.63	\$ 947.37	\$ -	31.58%
01-40-460-500125	Health Insurance	\$ 54,500.00	\$ 4,722.40	\$ 41,212.24	\$ 13,287.76	\$ -	24.38%
01-40-460-500140	Life Insurance	\$ 500.00	\$ 23.14	\$ 193.16	\$ 306.84	\$ -	61.37%
01-40-460-500143	EAP Program	\$ 500.00	\$ 4.89	\$ 42.62	\$ 457.38	\$ -	91.48%
01-40-460-500145	Workers' Compensation	\$ 7,000.00	\$ 872.69	\$ 5,319.45	\$ 1,680.55	\$ -	24.01%
01-40-460-500155	Retirement/CalPERS	\$ 51,500.00	\$ 6,757.18	\$ 39,736.42	\$ 11,763.58	\$ -	22.84%
01-40-460-500165	Uniforms and Employee Benefits	\$ 3,000.00	\$ -	\$ 298.47	\$ 2,701.53	\$ -	90.05%
01-40-460-500175	Training/Education/Mtgs/Travel	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-40-460-500180	Accrued Sick Leave Expense	\$ 7,500.00	\$ 353.34	\$ 3,457.90	\$ 4,042.10	\$ -	53.89%
01-40-460-500185	Accrued Vacation Leave Expense	\$ 11,500.00	\$ 3,833.10	\$ 11,504.44	\$ (4.44)	\$ -	-0.04%
01-40-460-500187	Accrued Leave Payments	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ -	100.00%
01-40-460-500195	CIP Related Labor	\$ (41,000.00)	\$ (2,035.86)	\$ (24,251.06)	\$ (16,748.94)	\$ -	40.85%
<b>470</b>	<b>Maintenance &amp; General Plant Personnel</b>						
01-40-470-500105	Labor	\$ 163,000.00	\$ 16,283.64	\$ 134,817.15	\$ 28,182.85	\$ -	17.29%
01-40-470-500109	FLSA Overtime	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
01-40-470-500110	Overtime	\$ 3,000.00	\$ 254.19	\$ 902.89	\$ 2,097.11	\$ -	69.90%
01-40-470-500111	Double Time	\$ 1,000.00	\$ -	\$ 220.26	\$ 779.74	\$ -	77.97%
01-40-470-500113	Standby/On-Call	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	100.00%
01-40-470-500114	Incentive Pay	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	\$ -	100.00%
01-40-470-500115	Social Security	\$ 12,000.00	\$ 1,131.81	\$ 8,980.82	\$ 3,019.18	\$ -	25.16%
01-40-470-500120	Medicare	\$ 3,000.00	\$ 264.71	\$ 2,108.26	\$ 891.74	\$ -	29.72%
01-40-470-500125	Health Insurance	\$ 63,500.00	\$ 3,510.42	\$ 37,683.91	\$ 25,816.09	\$ -	40.66%
01-40-470-500140	Life Insurance	\$ 500.00	\$ 19.47	\$ 219.08	\$ 280.92	\$ -	56.18%
01-40-470-500143	EAP Program	\$ 500.00	\$ 4.59	\$ 50.64	\$ 449.36	\$ -	89.87%
01-40-470-500145	Workers' Compensation	\$ 7,000.00	\$ 696.95	\$ 5,465.38	\$ 1,534.62	\$ -	21.92%
01-40-470-500155	Retirement/CalPERS	\$ 15,000.00	\$ 1,653.86	\$ 11,515.09	\$ 3,484.91	\$ -	23.23%
01-40-470-500165	Uniforms and Employee Benefits	\$ 2,000.00	\$ 120.68	\$ 896.40	\$ 1,103.60	\$ -	55.18%
01-40-470-500175	Training/Education/Mtgs/Travel	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
01-40-470-500180	Accrued Sick Leave Expenses	\$ 7,000.00	\$ 882.81	\$ 4,424.37	\$ 2,575.63	\$ -	36.79%
01-40-470-500185	Accrued Vacation Expenses	\$ 7,500.00	\$ 829.62	\$ 4,938.18	\$ 2,561.82	\$ -	34.16%
01-40-470-500187	Accrued Leave Payments	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00	\$ -	100.00%
	<b>OPERATIONS Personnel</b>	\$ <b>4,230,000.00</b>	\$ <b>368,980.60</b>	\$ <b>2,207,660.34</b>	\$ <b>2,022,339.66</b>	\$ -	<b>47.81%</b>
<b>410</b>	<b>Source of Supply Materials &amp; Supplies</b>						
01-40-410-501101	Electricity - Wells	\$ 2,750,000.00	\$ 299,426.84	\$ 1,614,963.20	\$ 1,135,036.80	\$ -	41.27%
01-40-410-501201	Gas - Wells	\$ 1,000.00	\$ 14.79	\$ 118.34	\$ 881.66	\$ -	88.17%
01-40-410-510011	Treatment and Chemicals	\$ 170,000.00	\$ 26,022.90	\$ 113,251.65	\$ 56,748.35	\$ -	33.38%
01-40-410-510021	Lab Testing	\$ 80,000.00	\$ 5,910.99	\$ 50,500.59	\$ 29,499.41	\$ -	36.87%
01-40-410-510031	Small Tools, Parts, & Maint	\$ 5,000.00	\$ 982.40	\$ 4,074.40	\$ 925.60	\$ -	18.51%
01-40-410-520021	Maint & Repair-Telemetry	\$ 5,000.00	\$ -	\$ 109.60	\$ 4,890.40	\$ -	97.81%
01-40-410-520061	Maint & Repair-Pumping Equip	\$ 200,000.00	\$ 1,032.29	\$ 79,369.66	\$ 120,630.34	\$ 1,257.53	59.69%
01-40-410-550066	Subscriptions	\$ 1,500.00	\$ -	\$ 362.00	\$ 1,138.00	\$ -	75.87%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
<b>430</b>	<b>Cross-Connection/Non-Potable Water Materials &amp; Supplies</b>						
01-40-430-510031	Small Tools Parts & Maint	\$ 2,000.00	\$ -	\$ 447.01	\$ 1,552.99	\$ -	77.65%
01-40-430-540001	Backflow Maintenance	\$ 13,000.00	\$ -	\$ 1,356.23	\$ 11,643.77	\$ -	89.57%
01-40-430-550066	Subscriptions	\$ 2,000.00	\$ -	\$ 1,150.00	\$ 850.00	\$ -	42.50%
<b>440</b>	<b>Transmission &amp; Distribution Materials &amp; Supplies</b>						
01-40-440-500178	General Safety Supplies	\$ 13,000.00	\$ 1,667.22	\$ 6,072.66	\$ 6,927.34	\$ -	53.29%
01-40-440-510031	Small Tools, Parts, & Maint	\$ 22,000.00	\$ 3,730.86	\$ 14,462.17	\$ 7,537.83	\$ -	34.26%
01-40-440-520071	Maint & Repair-Pipeline/FireHy	\$ 145,000.00	\$ 14,299.03	\$ 36,563.56	\$ 108,436.44	\$ 7.00	74.78%
01-40-440-520081	Maint & Repair-Hydraulic Valve	\$ 35,000.00	\$ -	\$ 47.29	\$ 34,952.71	\$ -	99.86%
01-40-440-530001	Minor Capital Acquisitions	\$ 30,000.00	\$ -	\$ 6,848.52	\$ 23,151.48	\$ -	77.17%
01-40-440-540024	Inventory Adjustments	\$ 64,000.00	\$ 2,114,765.87	\$ 52,978.32	\$ 11,021.68	\$ -	17.22%
01-40-440-540036	Line Locates	\$ 4,000.00	\$ -	\$ 1,131.00	\$ 2,869.00	\$ -	71.73%
01-40-440-540042	Meters Maintenance & Services	\$ 170,000.00	\$ 29,612.03	\$ 60,465.29	\$ 109,534.71	\$ 225.00	64.30%
01-40-440-540078	Reservoir Maintenance	\$ 52,000.00	\$ -	\$ 354.97	\$ 51,645.03	\$ -	99.32%
<b>470</b>	<b>Maintenance &amp; General Plant Materials &amp; Supplies</b>						
01-40-470-501111	Electricity -560 Magnolia Ave	\$ 40,000.00	\$ 6,243.56	\$ 28,389.86	\$ 11,610.14	\$ -	29.03%
01-40-470-501121	Electricity -12303 Oak Glen Rd	\$ 5,400.00	\$ 10.03	\$ 38.16	\$ 5,361.84	\$ -	99.29%
01-40-470-501131	Electricity -13695 Oak Glen Rd	\$ 3,250.00	\$ 311.43	\$ 1,709.44	\$ 1,540.56	\$ -	47.40%
01-40-470-501141	Electricity -13697 Oak Glen Rd	\$ 3,250.00	\$ 498.25	\$ 2,475.16	\$ 774.84	\$ -	23.84%
01-40-470-501151	Electricity -9781 AveMiravilla	\$ 2,200.00	\$ 521.06	\$ 1,922.00	\$ 278.00	\$ -	12.64%
01-40-470-501161	Electricity -815 E 12th St	\$ 14,000.00	\$ 832.74	\$ 5,702.32	\$ 8,297.68	\$ -	59.27%
01-40-470-501171	Electricity -851 E 6th St	\$ 5,400.00	\$ 490.48	\$ 2,489.46	\$ 2,910.54	\$ -	53.90%
01-40-470-501321	Propane -12303 Oak Glen Rd	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	100.00%
01-40-470-501331	Propane -13695 Oak Glen Rd	\$ 3,000.00	\$ -	\$ 486.33	\$ 2,513.67	\$ -	83.79%
01-40-470-501341	Propane -13697 Oak Glen Rd	\$ 4,000.00	\$ -	\$ 1,193.36	\$ 2,806.64	\$ -	70.17%
01-40-470-501351	Propane -9781 AveMiravilla	\$ 2,000.00	\$ -	\$ 661.89	\$ 1,338.11	\$ -	66.91%
01-40-470-501411	Sanitation -560 Magnolia Ave	\$ 5,500.00	\$ 243.07	\$ 3,082.76	\$ 2,417.24	\$ -	43.95%
01-40-470-501461	Sanitation -815 E 12th Ave	\$ 7,700.00	\$ 533.51	\$ 3,673.46	\$ 4,026.54	\$ -	52.29%
01-40-470-501471	Sanitation -11083 Cherry Ave	\$ 8,500.00	\$ 310.41	\$ 2,172.87	\$ 6,327.13	\$ -	74.44%
01-40-470-501481	Sanitation - 39500 Brookside	\$ 8,000.00	\$ 408.87	\$ 3,013.78	\$ 4,986.22	\$ -	62.33%
01-40-470-501600	Property Maintenance & Repairs	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	100.00%
01-40-470-501611	Maint & Repair-560 Magnolia	\$ 66,000.00	\$ 2,448.31	\$ 18,559.83	\$ 47,440.17	\$ -	71.88%
01-40-470-501621	Maint & Repair-12303 Oak Glen	\$ 30,000.00	\$ -	\$ 69.52	\$ 29,930.48	\$ -	99.77%
01-40-470-501631	Maint & Repair-13695 Oak Glen	\$ 6,000.00	\$ -	\$ 1,717.18	\$ 4,282.82	\$ -	71.38%
01-40-470-501641	Maint & Repair-13697 Oak Glen	\$ 7,000.00	\$ -	\$ 2,513.47	\$ 4,486.53	\$ -	64.09%
01-40-470-501651	Maint & Repair-9781 Avenida	\$ 7,000.00	\$ -	\$ 1,210.94	\$ 5,789.06	\$ -	82.70%
01-40-470-501661	Maint & Repair-815 E 12th St	\$ 44,000.00	\$ 1,195.03	\$ 11,596.30	\$ 32,403.70	\$ -	73.64%
01-40-470-501671	Maint & Repair-851 E 6th St	\$ 5,000.00	\$ 376.94	\$ 3,059.47	\$ 1,940.53	\$ -	38.81%
01-40-470-501681	Maint & Repair-39500 Brookside	\$ 5,000.00	\$ 225.94	\$ 1,027.83	\$ 3,972.17	\$ -	79.44%
01-40-470-501691	Maint & Repair-Buildings(Gen)	\$ 80,000.00	\$ 125.26	\$ 4,898.05	\$ 75,101.95	\$ -	93.88%
01-40-470-510001	Auto/Fuel	\$ 160,000.00	\$ 13,293.65	\$ 91,588.59	\$ 68,411.41	\$ -	42.76%
01-40-470-510002	CIP Related Fuel	\$ (10,000.00)	\$ -	\$ -	\$ (10,000.00)	\$ -	100.00%
01-40-470-520011	Maint & Repair-Safety Equip	\$ 18,000.00	\$ -	\$ 1,454.36	\$ 16,545.64	\$ -	91.92%

Account Number	Description	Budget	Period Amt	End Bal	Variance	Encumbered	% Avail/
01-40-470-520031	Maint & Repair-General Equip	\$ 80,000.00	\$ 2,885.76	\$ 60,909.19	\$ 19,090.81	\$ -	23.86%
01-40-470-520041	Maintenance & Repair-Fleet	\$ 60,000.00	\$ 3,919.93	\$ 52,035.94	\$ 7,964.06	\$ 10.00	13.26%
01-40-470-520051	Maintenance & Repair-Paving	\$ 120,000.00	\$ -	\$ 63,437.01	\$ 56,562.99	\$ -	47.14%
01-40-470-520053	Maint & Repair-Paving-Beaumont	\$ 400,000.00	\$ -	\$ 39,870.50	\$ 360,129.50	\$ -	90.03%
01-40-470-540052	Encroachment Permits	\$ 40,000.00	\$ 1,502.88	\$ 4,172.44	\$ 35,827.56	\$ -	89.57%
	<b>OPERATIONS Materials &amp; Supplies</b>	<b>\$ 5,000,700.00</b>	<b>\$ 2,533,842.33</b>	<b>\$ 2,459,757.93</b>	<b>\$ 2,540,942.07</b>	<b>\$ 1,499.53</b>	<b>50.78%</b>
<b>410</b>	<b>Source of Supply Services</b>						
01-40-410-500501	State Project Water Purchases	\$ 4,469,000.00	\$ 292,467.00	\$ 2,035,698.00	\$ 2,433,302.00	\$ -	54.45%
01-40-410-540084	Regulations Mandates & Tariffs	\$ 150,000.00	\$ -	\$ 67,910.73	\$ 82,089.27	\$ -	54.73%
<b>430</b>	<b>Cross-Connection/Non-Potable Water Services</b>						
01-40-430-550051	Advertising/Legal Notices	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	100.00%
<b>440</b>	<b>Transmission &amp; Distribution Services</b>						
01-40-440-550051	Advertising/Legal Notices	\$ 5,000.00	\$ -	\$ 1,139.20	\$ 3,860.80	\$ -	77.22%
01-40-440-500190	Temporary Labor	\$ 40,000.00	\$ 1,592.80	\$ 4,738.58	\$ 35,261.42	\$ -	88.15%
<b>470</b>	<b>Maintenance &amp; General Plant Services</b>						
01-40-470-540030	Landscape Maintenance	\$ 82,000.00	\$ 130.12	\$ 2,308.56	\$ 79,691.44	\$ -	97.18%
01-40-470-540072	NCRF, Canyons, & Pond Maint	\$ 185,000.00	\$ 9,376.80	\$ 80,071.92	\$ 104,928.08	\$ -	56.72%
	<b>OPERATIONS Services</b>	<b>\$ 4,931,500.00</b>	<b>\$ 303,566.72</b>	<b>\$ 2,191,866.99</b>	<b>\$ 2,739,633.01</b>	<b>\$ -</b>	<b>55.55%</b>
	<b>OPERATIONS</b>	<b>\$ 14,162,200.00</b>	<b>\$ 3,206,389.65</b>	<b>\$ 6,859,285.26</b>	<b>\$ 7,302,914.74</b>	<b>\$ 1,499.53</b>	<b>51.56%</b>
<b>50</b>	<b>GENERAL</b>						
01-50-510-500112	Stipend-Association Mtg Attend	\$ 1,000.00	\$ 75.00	\$ 375.00	\$ 625.00	\$ -	62.50%
	<b>Personnel</b>	<b>\$ 1,000.00</b>	<b>\$ 75.00</b>	<b>\$ 375.00</b>	<b>\$ 625.00</b>	<b>\$ -</b>	<b>62.50%</b>
01-50-510-502001	Rents/Leases	\$ 35,000.00	\$ 2,796.00	\$ 21,104.00	\$ 13,896.00	\$ -	39.70%
01-50-510-510031	Small Tools, Parts, & Maint	\$ 1,000.00	\$ -	\$ 25.85	\$ 974.15	\$ -	97.42%
01-50-510-540066	Property Damage and Theft	\$ 27,000.00	\$ 744.36	\$ 3,849.95	\$ 23,150.05	\$ -	85.74%
01-50-510-550040	General Supplies	\$ 18,000.00	\$ 637.03	\$ 6,308.40	\$ 11,691.60	\$ -	64.95%
01-50-510-550060	Public Ed/Community Outreach	\$ 12,500.00	\$ (33.93)	\$ 5,269.94	\$ 7,230.06	\$ -	57.84%
01-50-510-550072	Miscellaneous Operating Exp	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	100.00%
01-50-510-550074	Disaster Prepared Ongoing Exp	\$ 11,000.00	\$ 1,445.00	\$ 1,445.00	\$ 9,555.00	\$ -	86.86%
	<b>General Materials &amp; Supplies</b>	<b>\$ 105,500.00</b>	<b>\$ 5,588.46</b>	<b>\$ 38,003.14</b>	<b>\$ 67,496.86</b>	<b>\$ -</b>	<b>63.98%</b>
01-50-510-550096	Beaumont Basin Watermaster	\$ 127,000.00	\$ 2,063.50	\$ 35,935.00	\$ 91,065.00	\$ -	71.70%
01-50-510-550097	SAWPA Basin Monitoring Program	\$ 30,000.00	\$ 2,373.68	\$ 19,282.89	\$ 10,717.11	\$ -	35.72%
	<b>General Services</b>	<b>\$ 157,000.00</b>	<b>\$ 4,437.18</b>	<b>\$ 55,217.89</b>	<b>\$ 101,782.11</b>	<b>\$ -</b>	<b>64.83%</b>
	<b>GENERAL</b>	<b>\$ 263,500.00</b>	<b>\$ 10,100.64</b>	<b>\$ 93,596.03</b>	<b>\$ 169,903.97</b>	<b>\$ -</b>	<b>64.48%</b>
	<b>Expense Total</b>	<b>\$ 24,238,900.00</b>	<b>\$ 3,927,756.40</b>	<b>\$ 12,401,797.60</b>	<b>\$ 11,837,102.40</b>	<b>\$ 1,499.53</b>	<b>48.83%</b>



**Beaumont-Cherry Valley Water District  
Board of Directors Regular Meeting  
October 9, 2024**

**Item 3b**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** August 31, 2024 Cash Balance and Investment Report

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**Staff Recommendation**

Approve the August 31, 2024, Cash Balance and Investment Report.

**Summary**

Attached is the Cash and Investment Report as of August 31, 2024. The District's total invested cash and marketable securities have a market value of \$83,935,419.32.

**Analysis**

The attached reports include the following elements following 5045.17 Investment Reporting:

- a. Listing of individual securities held at the end of the reporting period;
- b. Cost and market value of all securities, including realized and unrealized market value gains or losses per GASB requirements;
- c. Average weighted yield to maturity of the portfolio;
- d. Listing of investment by maturity date;
- e. Percentage of the total portfolio, which each type of investment represents;
- f. Statement of compliance with Investment Policy, including an explanation of any compliance exceptions (CGC Section 53646); and
- g. Certification of sufficient liquidity to meet budgeted expenditures over the ensuing six months (CGC Section 53646)

Investments, in type, maturity, and percentage of the total portfolio, follow the existing Board approved investment policy.

The weighted average maturity (WAM) of the portfolio is 484 days. The maximum WAM allowed by the Investment Policy is 1,825 days. The current portfolio and expected revenue cash flow will be sufficient to meet budgeted expenditure requirements for the next six months and the foreseeable future.

**Attachment(s)**

1. August 31, 2024, Cash Balance and Investment Report
2. Local Agency Investment Fund August 2024 Statement
3. Chandler Asset Management Portfolio Summary as of August 31, 2024
4. Chandler Asset Management Statement of Compliance as of August 31, 2024
5. Chandler Asset Management Holdings Report as of August 31, 2024
6. Chandler Asset Management Income Earned Report as of August 31, 2024

Staff Report prepared by William Clayton, Finance Manager



Beaumont-Cherry Valley Water District  
Cash Balance & Investment Report <sup>(1)</sup>  
As of August 31, 2024

Account Name	Account Ending #	Balance	Cash Balance Per Account	Difference
Wells Fargo	4152	\$869,181.07	Prior Month Balance	
General		\$869,181.07	\$720,283.72	\$148,897.35
<b>Total Cash</b>		<b>\$ 869,181.07</b>	<b>\$ 720,283.72</b>	<b>\$ 148,897.35</b>

Investment Summary

Account Name	Market Value	Prior Month Balance	Difference	Actual % of Total	Rate	Current Period Income	Income Year-to-Date <sup>(3)</sup>
Ca. State Treasurer's Office: Local Agency Investment Fund	\$43,374,745.22	\$43,374,745.22	\$0.00	52%	4.53%	\$0.00	\$958,313.27
CalTRUST Short Term Fund	\$0.00	\$0.00 <sup>(4)</sup>	\$0.00	0%	5.36%	\$0.00	\$0.00
Chandler Investment Services	\$39,691,493.03 <sup>(2)</sup>	\$39,357,209.84	\$334,283.19	48%	4.36%	\$117,361.06	\$981,994.99
<b>Total Investments</b>	<b>\$83,066,238.25</b>	<b>\$82,731,955.06</b>	<b>\$334,283.19</b>				<b>\$1,940,308.26</b>
<b>Total Cash &amp; Investments</b>	<b>\$ 83,935,419.32</b>	<b>\$ 83,452,238.78</b>	<b>\$ 483,180.54</b>				

Account Name	Book Value	Prior Month Balance	Difference
Chandler Investment Services	\$39,232,332.51 <sup>(2)</sup>	\$39,103,455.37	\$128,877.14
<b>Book - MV</b>	<b>\$ (459,160.52)</b>	<b>\$ (253,754.47)</b>	<b>\$128,877.14</b>

The investments above are in accordance with the District's investment policy. William C. Clute William Clayton, Finance Manager  
 BCVWD will be able to meet its cash flow obligations for the next 6 months. Sig MM Sylvia Molina, Assistant Director of Finance and Administration

The investments above have been reviewed by the General Manager. Daniel K. Jagers, General Manager

(1) All investments held are compliance with the District's Investment Policy pertaining to maximum specified percentages of the District's portfolio, maturity, and par amount.  
 (2) Market Value is the value of the investment if sold at the end of the period. Book Value is the value of the investment is held until maturity.  
 (3) Income Year-to-Date is based on Income Earned for each reporting period in total prior to the application of bank fees.  
 (4) Redemption of full investment March 2022.

California State Treasurer  
**Fiona Ma, CPA**



Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001  
(916) 653-3001

September 03, 2024

[LAIIF Home](#)  
[PMIA Average Monthly Yields](#)

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BEAUMONT-CHERRY VALLEY WATER DISTRICT

TREASURER  
P.O. BOX 2037  
BEAUMONT, CA 92223

[Tran Type Definitions](#)

  
August 2024 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	43,374,745.22
Total Withdrawal:	0.00	Ending Balance:	43,374,745.22



# PORTFOLIO SUMMARY

Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

## Portfolio Characteristics

Average Modified Duration	1.82
Average Coupon	3.46%
Average Purchase YTM	4.03%
Average Market YTM	4.36%
Average Quality	AA
Average Final Maturity	2.14
Average Life	1.86

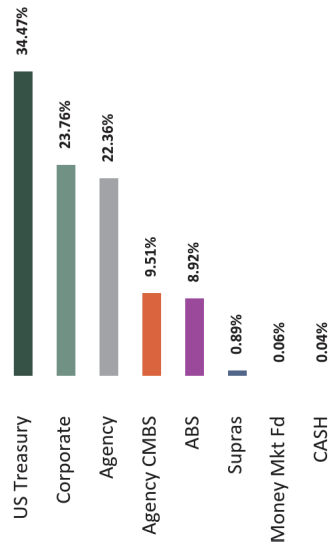
## Account Summary

	Beg. Values as of 08/01/2024	End Values as of 08/31/2024
Market Value	39,055,002.70	39,388,442.16
Accrued Interest	302,207.14	303,050.87
<b>Total Market Value</b>	<b>39,357,209.84</b>	<b>39,691,493.03</b>
Income Earned	146,028.84	120,682.82
Cont/WD	0.00	0.00
Par	39,399,308.80	39,497,879.04
Book Value	39,103,455.37	39,232,332.51
Cost Value	38,713,228.36	38,827,424.46

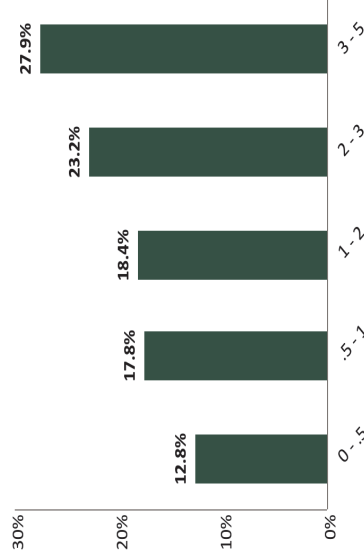
## Top Issuers

United States	34.47%
Farm Credit System	13.23%
FHLMC	9.51%
Federal Home Loan Banks	7.91%
American Express Credit Master Trust	1.56%
John Deere Owner Trust	1.31%
Honda Auto Receivables Owner Trust	1.24%
FNMA	1.22%

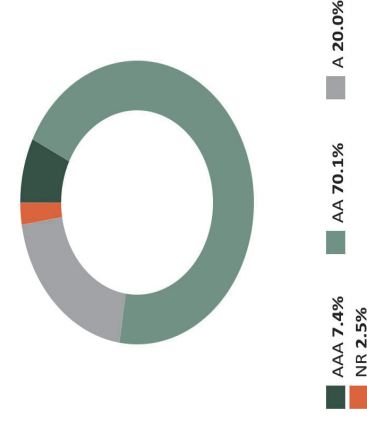
## Sector Allocation



## Maturity Distribution



## Credit Quality



\*See Footnote

## Performance Review

Total Rate of Return	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (04/01/22)
Beaumont-Cherry Valley WD	0.86%	2.60%	3.68%	6.28%	4.12%	--	--	--	3.29%
Benchmark Return*	0.90%	2.64%	3.31%	5.88%	3.54%	--	--	--	2.54%

\*Periods over 1 year are annualized.

Benchmark: ICE BofA 1-3 Year US Treasury Index Secondary Benchmark:

The credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch

Execution Time: 09/04/2024 01:52:33 PM

Chandler Asset Management | info@chandlerasset.com | www.chandlerasset.com | 800.317.4747

CONFIDENTIAL | 2



# STATEMENT OF COMPLIANCE



BCVWD Consolidated | [REDACTED] | As of August 31, 2024

Rules Name	Limit	Actual	Compliance Status	Notes
<b>AGENCY MORTGAGE SECURITIES (CMOS)</b>				
Max % (MV; ABS, CMO, & MBS)	20.0	8.7	Compliant	
Max Maturity (Years)	5.0	3.4	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>ASSET-BACKED SECURITIES (ABS)</b>				
Max % (MV; ABS, CMO & MBS)	20.0	8.7	Compliant	
Max % Issuer (MV)	5.0	0.5	Compliant	
Max Maturity (Years)	5	4	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>BANKERS' ACCEPTANCES</b>				
Max % (MV)	40.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	180	0.0	Compliant	
Min Rating (A-1 by 1)	0.0	0.0	Compliant	
<b>CERTIFICATE OF DEPOSIT PLACEMENT SERVICE (CDARS)</b>				
Max % (MV)	50.0	0.0	Compliant	
<b>COLLATERALIZED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
<b>COMMERCIAL PAPER</b>				
Max % (MV)	25.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	270	0.0	Compliant	
Min Rating (A-1 by 1 or A- by 1)	0.0	0.0	Compliant	
<b>CORPORATE MEDIUM TERM NOTES</b>				
Max % (MV)	30.0	11.3	Compliant	
Max % Issuer (MV)	5.0	0.6	Compliant	
Max Maturity (Years)	5	4	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	
<b>FEDERAL AGENCIES</b>				
Max % (MV)	100.0	10.7	Compliant	
Max Maturity (Years)	5	4	Compliant	
<b>LOCAL GOVERNMENT INVESTMENT POOL (LGIP)</b>				
Min Rating (AA- by 1)	0.0	0.0	Compliant	

# STATEMENT OF COMPLIANCE

BCVWD Consolidated | [REDACTED] | As of August 31, 2024

Rules Name	Limit	Actual	Compliance Status	Notes
<b>MONEY MARKET MUTUAL FUNDS</b>				
Max % (MV)	20.0	0.0	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
<b>MORTGAGE-BACKED SECURITIES (NON-AGENCY)</b>				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>MUNICIPAL SECURITIES (CA, LOCAL AGENCY)</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>MUNICIPAL SECURITIES (CA, OTHER STATES)</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD)</b>				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>REPURCHASE AGREEMENTS</b>				
Max % (MV)	10.0	0.0	Compliant	
Max Maturity (Years)	1.0	0.0	Compliant	
<b>REVERSE REPURCHASE AGREEMENTS</b>				
Max % (MV)	20.0	0.0	Compliant	
Max Maturity (Days)	92.0	0.0	Compliant	
<b>SUPRANATIONAL OBLIGATIONS</b>				
Max % (MV)	30.0	0.4	Compliant	
Max % Issuer (MV)	5.0	0.4	Compliant	
Max Maturity (Years)	5	3	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>U.S. TREASURIES</b>				
Max % (MV)	100.0	16.4	Compliant	
Max Maturity (Years)	5	4	Compliant	



**HOLDINGS REPORT**

Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
<b>ABS</b>									
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	34,267.32	02/07/2023 5.43%	34,266.51 34,266.96	99.97 5.31%	34,257.78 29.47	0.09% (9.18)	Aaa/AAA NA	1.24 0.29
44934KAC8	HART 2021-B A3 0.38 01/15/2026	3,871.59	05/19/2022 3.60%	3,723.39 3,822.33	99.49 5.73%	3,852.04 0.65	0.01% 29.70	NA/AAA AAA	1.38 0.09
47789QAC4	JDOT 2021-B A3 0.52 03/16/2026	28,004.23	05/02/2022 3.81%	26,538.39 27,464.51	98.48 5.91%	27,579.92 6.47	0.07% 115.41	Aaa/NA AAA	1.54 0.28
89238JAC9	TAOT 2021-D A3 0.71 04/15/2026	13,521.58	12/14/2022 5.27%	12,734.06 13,141.56	98.47 5.75%	13,314.57 4.27	0.03% 173.01	NA/AAA AAA	1.62 0.30
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	38,132.11	08/15/2022 3.87%	38,129.84 38,131.14	99.20 5.26%	37,828.51 51.36	0.10% (302.64)	NA/AAA AAA	1.88 0.53
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	124,723.95	-- 3.31%	123,840.20 124,338.72	98.77 5.51%	123,190.64 162.42	0.31% (1,148.08)	Aaa/AAA NA	2.04 0.48
02582JIR2	AMXCA 2021-1 A 0.9 11/15/2024	386,000.00	-- 3.20%	364,484.53 382,768.86	99.07 5.63%	382,423.36 154.40	0.97% (345.50)	Aaa/NA AAA	0.21 0.19
362585AC5	GMCAR 2022-2 A3 3.1 02/16/2027	25,979.19	04/05/2022 3.16%	25,973.76 25,977.02	98.78 5.28%	25,661.03 33.56	0.07% (315.98)	Aaa/AAA NA	2.46 0.56
47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	90,907.27	07/12/2022 3.77%	90,898.59 90,903.20	99.14 5.19%	90,121.51 151.11	0.23% (781.69)	Aaa/NA AAA	2.46 0.61
05611UAD5	BMWLT 2024-1 A3 4.98 03/25/2027	300,000.00	06/20/2024 5.40%	298,406.25 298,520.20	100.54 4.66%	301,631.16 249.00	0.77% 3,110.96	Aaa/AAA NA	2.56 1.46
89231CAD9	TAOT 2022-C A3 3.76 04/15/2027	130,201.91	08/08/2022 3.80%	130,180.16 130,190.13	99.19 4.95%	129,152.25 217.58	0.33% (1,037.88)	NA/AAA AAA	2.62 0.70
36265WAD5	GMCAR 2022-3 A3 3.64 04/16/2027	46,256.07	07/06/2022 3.93%	46,255.75 46,255.93	99.13 5.21%	45,854.52 70.16	0.12% (401.41)	Aaa/NA AAA	2.62 0.56
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	50,000.00	02/16/2023 5.09%	49,990.71 49,994.11	100.20 4.87%	50,099.59 70.00	0.13% 105.48	Aaa/NA AAA	2.64 0.91
02582JIT8	AMXCA 2022-2 A 05/17/2027	235,000.00	05/17/2022 3.42%	234,948.02 234,982.34	98.89 5.07%	232,382.41 354.07	0.59% (2,599.93)	NA/AAA AAA	0.70 0.67
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	199,910.72	10/12/2022 3.29%	199,895.20 199,901.95	100.09 5.01%	200,099.61 452.24	0.51% 197.67	Aaa/NA AAA	2.79 0.71
36269WAD1	GMAIT 2024-2 A3 5.39 07/20/2027	140,000.00	05/07/2024 5.85%	139,991.87 139,992.63	101.45 4.56%	142,032.79 230.57	0.36% 2,040.16	NA/AAA AAA	2.88 1.61
58770AAC7	MBART 2023-1 A3 4.51 11/15/2027	125,000.00	01/18/2023 4.56%	124,985.00 124,990.00	99.69 4.97%	124,613.49 250.56	0.32% (376.51)	NA/AAA AAA	3.21 0.73

# HOLDINGS REPORT



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
437918AC9	HAROT 2024-1 A3 5.21 08/15/2028	290,000.00	02/13/2024 5.27%	289,987.39 289,988.88	101.21 4.58%	293,510.13 671.51	0.75% 3,521.25	Aaa/AAA NA	3.96 1.74
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	410,000.00	09/07/2023 5.17%	409,886.35 409,908.25	101.67 4.34%	416,866.56 940.27	1.06% 6,958.31	NR/AAA AAA	4.04 1.89
47800RAD5	JDOT 2024 A3 4.96 11/15/2028	95,000.00	03/11/2024 5.12%	94,994.68 94,995.20	101.22 4.34%	96,160.60 209.42	0.24% 1,165.40	Aaa/NA AAA	4.21 1.81
437930AC4	HONDO-242-A3 5.27 11/20/2028	105,000.00	05/14/2024 5.27%	104,987.24 104,988.04	101.80 4.40%	106,888.52 199.82	0.27% 1,900.48	NA/AAA AAA	4.22 1.93
448973AD9	HART 2024-A A3 4.99 02/15/2029	155,000.00	03/11/2024 5.05%	154,965.82 154,968.97	101.20 4.47%	156,861.40 343.76	0.40% 1,892.43	NA/AAA AAA	4.46 2.07
096919AD7	BMWOT 2024-A A3 5.18 02/26/2029	175,000.00	06/04/2024 5.24%	174,973.42 174,974.69	101.68 4.36%	177,947.30 151.08	0.45% 2,972.61	Aaa/AAA NA	4.49 1.90
47786WAD2	JDOT 2024-B A3 5.2 03/15/2029	100,000.00	06/11/2024 5.26%	99,980.45 99,981.30	102.04 4.30%	102,038.45 231.11	0.26% 2,057.15	Aaa/NA AAA	4.54 2.10
05522RDJ4	BACCT 2024-1 A 4.93 03/15/2029	195,000.00	06/06/2024 4.93%	194,989.06 194,989.56	101.82 4.25%	198,550.15 427.27	0.50% 3,560.59	Aaa/AAA NA	4.54 2.48
<b>Total ABS</b>		<b>3,496,775.96</b>	<b>4.55%</b>	<b>3,470,006.63</b> <b>3,490,436.46</b>	<b>100.47</b> <b>4.80%</b>	<b>3,512,918.27</b> <b>5,662.12</b>	<b>8.92%</b> <b>22,481.81</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>2.92</b> <b>1.28</b>
<b>AGENCY</b>									
3130AQM1	FEDERAL HOME LOAN BANKS 1.25 01/27/2025	150,000.00	04/18/2022 2.73%	144,043.95 149,130.68	98.56 4.90%	147,845.94 177.08	0.38% (1,284.74)	Aaa/AA+ AA+	0.41 0.39
3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.375 08/25/2025	500,000.00	06/22/2022 3.24%	456,750.00 486,640.64	96.20 4.39%	481,005.00 31.25	1.22% (5,635.64)	Aaa/AA+ AA+	0.98 0.96
3133EPW68	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.125 01/22/2026	600,000.00	01/24/2024 4.40%	596,940.00 597,864.73	99.84 4.24%	599,058.47 2,681.25	1.52% 1,193.75	Aaa/AA+ AA+	1.39 1.33
3133EPB13	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 02/23/2026	725,000.00	02/21/2023 4.50%	722,426.25 723,731.91	100.26 4.19%	726,894.78 704.86	1.85% 3,162.87	Aaa/AA+ AA+	1.48 1.41
3130ALEM2	FEDERAL HOME LOAN BANKS 0.79 02/25/2026	400,000.00	05/12/2022 2.93%	369,200.00 387,938.15	95.11 4.24%	380,423.67 52.67	0.97% (7,514.48)	Aaa/AA+ AA+	1.49 1.44
3133EPCF0	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 03/02/2026	750,000.00	03/23/2023 3.97%	760,837.50 755,519.66	100.54 4.13%	754,013.36 16,781.25	1.91% (1,506.30)	Aaa/AA+ AA+	1.50 1.43
3130AXU63	FEDERAL HOME LOAN BANKS 4.625 11/17/2026	475,000.00	12/18/2023 4.23%	480,111.00 478,876.48	101.36 3.97%	481,457.56 6,346.53	1.22% 2,581.08	Aaa/AA+ AA+	2.21 2.06

# HOLDINGS REPORT



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
3133EPK79	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 12/07/2026	475,000.00	12/18/2023 4.22%	476,961.75 476,496.65	100.89 3.96%	479,212.98 4,848.96	1.22% 2,716.34	Aaa/AA+ AA+	2.27 2.12
3130A9Y1	FEDERAL HOME LOAN BANKS 2.125 12/11/2026	900,000.00	11/28/2023 4.60%	837,477.00 853,107.75	96.16 3.91%	865,426.99 4,250.00	2.20% 12,319.24	Aaa/AA+ AA+	2.28 2.18
3133EP6K6	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 03/26/2027	750,000.00	03/25/2024 4.45%	751,087.50 750,929.59	101.38 3.93%	760,382.27 14,531.25	1.93% 9,452.68	Aaa/AA+ AA+	2.57 2.36
3130B0TY5	FEDERAL HOME LOAN BANKS 4.75 04/09/2027	465,000.00	04/10/2024 4.85%	463,772.40 463,933.01	102.23 3.84%	475,359.42 8,589.58	1.21% 11,426.41	Aaa/AA+ AA+	2.61 2.39
3133EPBM6	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.125 08/23/2027	750,000.00	02/21/2023 4.26%	745,935.00 747,311.46	100.76 3.85%	755,694.61 687.50	1.92% 8,383.15	Aaa/AA+ AA+	2.98 2.77
3133EPGW9	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 04/25/2028	800,000.00	04/24/2023 3.76%	804,016.00 802,927.92	100.29 3.79%	802,333.78 10,850.00	2.04% (594.15)	Aaa/AA+ AA+	3.65 3.33
3133EPUN3	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 08/28/2028	325,000.00	08/28/2023 4.47%	325,289.25 325,230.80	102.47 3.83%	333,027.69 121.88	0.85% 7,796.89	Aaa/AA+ AA+	3.99 3.63
3130AWTR1	FEDERAL HOME LOAN BANKS 4.375 09/08/2028	750,000.00	09/12/2023 4.49%	746,200.50 746,937.03	102.13 3.80%	765,940.19 15,768.23	1.94% 19,003.16	Aaa/AA+ AA+	4.02 3.58
<b>Total Agency</b>		<b>8,815,000.00</b>	<b>4.19%</b>	<b>8,681,048.10</b> <b>8,746,576.45</b>	<b>99.97</b> <b>4.01%</b>	<b>8,808,076.70</b> <b>86,422.28</b>	<b>22.36%</b> <b>61,500.26</b>	<b>Aaa/AA+</b> <b>AA+</b>	<b>2.39</b> <b>2.21</b>
<b>AGENCY CMBS</b>									
3137BEVH4	FHMS K-040 A2 3.241 09/25/2024	23,686.61	04/21/2022 2.90%	23,801.34 23,686.61	99.63 5.75%	23,599.27 63.97	0.06% (87.34)	Aaa/AA+ AAA	0.07 0.16
3137BFE98	FHMS K-041 A2 3.171 10/25/2024	102,042.59	04/21/2022 2.93%	102,369.44 102,053.62	99.53 5.00%	101,566.45 269.65	0.26% (487.16)	Aaa/AA+ AAA	0.15 0.14
3137BFTX3	FHMS K-042 A2 2.67 12/25/2024	419,636.01	06/22/2022 3.47%	411,308.86 418,782.67	99.24 5.69%	416,449.97 933.69	1.06% (2,332.70)	Aaa/AA+ AA+	0.32 0.19
3137BHCY1	FHMS K-044 A2 2.811 01/25/2025	359,199.62	06/16/2022 3.71%	350,949.24 358,110.28	99.03 5.29%	355,731.15 841.43	0.90% (2,379.13)	Aaa/AA+ AAA	0.40 0.32
3137F4WZ1	FHMS K-731 A2 3.6 02/25/2025	302,583.71	05/03/2022 3.03%	306,035.04 303,077.37	99.19 5.28%	300,136.02 907.75	0.76% (2,941.35)	Aaa/AA+ AAA	0.49 0.34
3137BM7C4	FHMS K-051 A2 3.308 09/25/2025	390,095.20	05/18/2022 3.07%	392,076.15 390,699.25	98.50 4.74%	384,229.80 1,075.36	0.98% (6,469.44)	Aaa/AA+ AAA	1.07 0.92

# HOLDINGS REPORT



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	350,000.00	12/15/2022 4.28%	334,742.19 343,293.73	97.66 4.54%	341,800.76 800.63	0.87% (1,492.97)	Aaa/AA+ AAA	1.40 1.22
3137FQXJ7	FHMS K-737 A2 2.525 10/25/2026	250,000.00	12/12/2023 4.77%	235,546.88 239,241.56	96.64 4.22%	241,611.03 526.04	0.61% 2,369.47	Aaa/AA+ AAA	2.15 1.92
3137BTUM1	FHMS K-061 A2 3.347 11/25/2026	540,607.60	04/23/2024 5.17%	517,610.67 520,813.72	97.95 4.30%	529,503.47 1,507.84	1.34% 8,689.74	Aaa/AA+ AAA	2.24 2.00
3137F2LJ3	FHMS K-066 A2 3.117 06/25/2027	350,000.00	04/18/2024 5.06%	330,654.30 332,889.12	97.24 4.17%	340,324.36 909.13	0.86% 7,435.23	Aaa/AA+ AAA	2.82 2.52
3137FBX3	FHMS K-068 A2 3.244 08/25/2027	600,000.00	10/27/2023 5.24%	559,078.13 568,218.34	97.53 4.10%	585,168.18 1,622.00	1.49% 16,949.84	Aaa/AA+ AA+	2.98 2.73
3137FETNO	FHMS K-073 A2 3.35 01/25/2028	130,000.00	07/10/2023 4.67%	123,083.59 124,845.52	97.49 4.13%	126,742.47 362.92	0.32% 1,896.96	Aaa/AA+ AAA	3.40 3.05
<b>Total Agency</b>		<b>3,817,851.33</b>	<b>4.26%</b>	<b>3,687,255.83</b>	<b>98.15</b>	<b>3,746,862.92</b>	<b>9.51%</b>	<b>Aaa/AA+</b>	<b>1.65</b>
<b>CMBS</b>				<b>3,725,711.77</b>	<b>4.67%</b>	<b>9,820.40</b>	<b>21,151.15</b>	<b>AAA</b>	<b>1.45</b>
<b>CASH</b>									
CCYUSD	Receivable	14,465.09	-- 0.00%	14,465.09	1.00 0.00%	14,465.09	0.04% 0.00	Aaa/AAA AAA	0.00 0.00
<b>Total CASH</b>		<b>14,465.09</b>	<b>0.00%</b>	<b>14,465.09</b>	<b>1.00</b>	<b>14,465.09</b>	<b>0.04%</b>	<b>Aaa/AAA</b>	<b>0.00</b>
<b>CORPORATE</b>									
693475AY1	PNC FINANCIAL SERVICES GROUP INC 2.2 11/01/2024	150,000.00	04/11/2022 2.98%	147,117.00 149,811.51	99.44 5.65%	149,163.93 1,100.00	0.38% (647.58)	A3/A- A	0.17 0.16
89236TJT3	TOYOTA MOTOR CREDIT CORP 1.45 01/13/2025	150,000.00	04/18/2022 2.99%	143,931.00 149,185.94	98.72 5.05%	148,076.94 290.00	0.38% (1,109.00)	A1/A+ A+	0.37 0.35
00440EAS6	CHUBB INA HOLDINGS LLC 3.15 03/15/2025	450,000.00	-- 3.67%	443,992.50 448,819.52	99.00 5.08%	445,477.57 6,536.25	1.13% (3,341.95)	A3/A A	0.54 0.51
69371RR73	PACCAR FINANCIAL CORP 2.85 04/07/2025	120,000.00	03/31/2022 2.86%	119,968.80 119,993.79	98.73 5.03%	118,481.29 1,368.00	0.30% (1,512.50)	A1/A+ NA	0.60 0.57
023135CE4	AMAZON.COM INC 3.0 04/13/2025	450,000.00	-- 3.21%	447,451.25 449,431.78	98.96 4.75%	445,305.67 5,175.00	1.13% (4,126.11)	A1/AA AA-	0.62 0.59
78016EZ59	ROYAL BANK OF CANADA 3.375 04/14/2025	400,000.00	-- 3.64%	397,033.20 399,379.21	98.98 5.07%	395,931.23 5,137.50	1.01% (3,447.98)	A1/A AA-	0.62 0.59
06406RBC0	BANK OF NEW YORK MELLON CORP 3.35 04/25/2025	400,000.00	-- 3.27%	400,918.40 400,176.76	98.89 5.11%	395,573.46 4,690.00	1.00% (4,603.30)	A1/A AA-	0.65 0.62



# HOLDINGS REPORT



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

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808513AX3	CHARLES SCHWAB CORP 3.85 05/21/2025	450,000.00	06/22/2022 3.80%	450,561.98 450,112.84	99.24 4.93%	446,597.06 4,812.50	1.13% (3,515.79)	A2/A- A	0.72 0.69
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	60,000.00	04/27/2022 3.46%	59,983.80 59,995.91	98.89 4.91%	59,333.67 437.00	0.15% (662.25)	A2/A- A	0.79 0.76
26442UAA2	DUKE ENERGY PROGRESS LLC 3.25 08/15/2025	400,000.00	-- 3.26%	399,859.00 399,946.90	98.77 4.59%	395,069.73 577.78	1.00% (4,877.17)	Aa3/A WR	0.96 0.92
89236TKF1	TOYOTA MOTOR CREDIT CORP 3.65 08/18/2025	180,000.00	08/15/2022 3.68%	179,838.00 179,948.12	99.11 4.60%	178,405.31 237.25	0.45% (1,542.81)	A1/A+ A+	0.96 0.93
931142EW9	WALMART INC 3.9 09/09/2025	100,000.00	09/06/2022 3.92%	99,930.00 99,976.18	99.50 4.41%	99,499.55 1,863.33	0.25% (476.63)	Aa2/AA AA	1.02 0.97
437076CR1	HOME DEPOT INC 4.0 09/15/2025	450,000.00	09/14/2022 4.11%	448,560.00 449,500.22	99.55 4.45%	447,981.31 8,300.00	1.14% (1,518.91)	A2/A A	1.04 0.98
63743HFF4	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.45 10/30/2025	145,000.00	10/20/2022 5.50%	144,805.70 144,924.76	100.91 4.63%	146,314.38 2,656.12	0.37% 1,389.62	A2/A- A	1.16 1.09
637432NG6	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.25 11/01/2025	60,000.00	04/14/2022 3.31%	59,880.00 59,960.43	98.34 4.73%	59,005.15 650.00	0.15% (955.28)	A1/A- A+	1.17 1.11
756109BE3	REALTY INCOME CORP 4.625 11/01/2025	400,000.00	09/20/2022 4.64%	399,764.00 399,911.50	99.83 4.77%	399,326.83 6,166.67	1.01% (584.67)	A3/A- NA	1.17 1.10
14913R3B1	CATERPILLAR FINANCIAL SERVICES CORP 4.8 01/06/2026	370,000.00	01/20/2023 4.35%	374,554.70 372,078.77	100.51 4.40%	371,892.63 2,713.33	0.94% (186.14)	A2/A A+	1.35 1.28
69371RS56	PACCAR FINANCIAL CORP 5.05 08/10/2026	350,000.00	12/18/2023 4.56%	354,242.00 353,115.49	101.40 4.28%	354,914.21 1,031.04	0.90% 1,798.72	A1/A+ NA	1.94 1.82
713448FW3	PEPSICO INC 5.125 11/10/2026	150,000.00	11/08/2023 5.13%	149,959.50 149,970.44	101.96 4.17%	152,944.18 2,370.31	0.39% 2,973.74	A1/A+ NA	2.19 1.95
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	455,000.00	-- 4.82%	454,803.50 454,836.86	101.62 4.11%	462,371.85 303.33	1.17% 7,534.99	A1/AA- NA	2.49 2.25
857477CL5	STATE STREET CORP 4.993 03/18/2027	440,000.00	03/13/2024 4.99%	440,000.00 440,000.00	101.60 4.32%	447,019.59 9,947.17	1.13% 7,019.59	A1/A AA-	2.54 2.24
89115A2W1	TORONTO-DOMINION BANK 4.98 04/05/2027	415,000.00	03/26/2024 4.98%	415,000.00 415,000.00	101.36 4.41%	420,662.88 8,381.62	1.07% 5,662.88	A1/A AA-	2.59 2.36
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	450,000.00	-- 3.99%	450,269.40 450,148.01	99.59 4.16%	448,162.22 5,550.00	1.14% (1,985.78)	A2/A+ A+	2.69 2.49

# HOLDINGS REPORT



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91324PEG3	UNITEDHEALTH GROUP INC 3.7 05/15/2027	115,000.00	05/17/2022 3.69%	115,055.80 115,030.68	98.91 4.13%	113,741.06 1,252.86	0.29% (1,289.62)	A2/A+ A	2.70 2.51
09290DAH4	BLACKROCK FUNDING INC 4.6 07/26/2027	450,000.00	07/18/2024 4.57%	450,387.00 450,373.55	101.44 4.07%	456,458.88 2,012.50	1.16% 6,085.33	Aa3/AA- NA	2.90 2.61
341081GN1	FLORIDA POWER & LIGHT CO 4.4 05/15/2028	450,000.00	05/23/2023 4.59%	446,175.00 447,153.88	100.58 4.23%	452,606.43 5,830.00	1.15% 5,452.55	Aa2/A+ AA-	3.71 3.20
58933YBH7	MERCK & CO INC 4.05 05/17/2028	110,000.00	05/08/2023 4.07%	109,910.90 109,933.97	99.98 4.05%	109,979.97 1,287.00	0.28% 46.01	A1/A+ NA	3.71 3.37
61690U8E3	MORGAN STANLEY BANK NA 4.968 07/14/2028	450,000.00	07/17/2024 4.97%	450,000.00 450,000.00	101.24 4.93%	455,601.81 2,608.20	1.16% 5,601.81	Aa3/A+ AA-	3.87 2.63
713448FX1	PEPSICO INC 4.5 07/17/2029	300,000.00	07/16/2024 4.52%	299,694.00 299,701.71	102.00 4.04%	306,013.74 1,650.00	0.78% 6,312.03	A1/A+ NA	4.88 4.26
532457CQ9	ELI LILLY AND CO 4.2 08/14/2029	475,000.00	08/12/2024 4.22%	474,534.50 474,539.09	100.22 4.15%	476,046.87 942.08	1.21% 1,507.78	A1/A+ NA	4.95 4.35
<b>Total Corporate</b>		<b>9,345,000.00</b>	<b>4.17%</b>	<b>9,328,180.93</b> <b>9,342,957.82</b>	<b>100.15</b> <b>4.54%</b>	<b>9,357,959.41</b> <b>95,876.84</b>	<b>23.76%</b> <b>15,001.60</b>	<b>A1/A</b> <b>A+</b>	<b>2.01</b> <b>1.78</b>

## MONEY MARKET FUND

31846V203	FIRST AMER:GVT OBLG Y	23,786.67	-- 4.89%	23,786.67 23,786.67	1.00 4.89%	23,786.67 0.00	0.06% 0.00	Aaa/ AAA m AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>23,786.67</b>	<b>4.89%</b>	<b>23,786.67</b> <b>23,786.67</b>	<b>1.00</b> <b>4.89%</b>	<b>23,786.67</b> <b>0.00</b>	<b>0.06%</b> <b>0.00</b>	<b>Aaa/ AAA m AAA</b>	<b>0.00</b> <b>0.00</b>

## SUPRANATIONAL

45950KDD9	INTERNATIONAL FINANCE CORP 4.5 07/13/2028	340,000.00	07/06/2023 4.53%	339,622.60 339,708.53	102.57 3.78%	348,729.54 2,040.00	0.89% 9,021.01	Aaa/AAA NA	3.87 3.50
<b>Total Supranational</b>		<b>340,000.00</b>	<b>4.53%</b>	<b>339,622.60</b> <b>339,708.53</b>	<b>102.57</b> <b>3.78%</b>	<b>348,729.54</b> <b>2,040.00</b>	<b>0.89%</b> <b>9,021.01</b>	<b>Aaa/AAA</b> <b>NA</b>	<b>3.87</b> <b>3.50</b>

## US TREASURY

91282CDH1	UNITED STATES TREASURY 0.75 1.1/15/2024	750,000.00	-- 2.91%	710,820.32 746,793.29	99.14 5.10%	743,574.22 1,666.10	1.89% (3,219.07)	Aaa/AA+ AA+	0.21 0.20
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# HOLDINGS REPORT



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CDN8	UNITED STATES TREASURY 1.0 12/15/2024	750,000.00	-- 3.12%	711,869.14 745,608.91	98.92 4.89%	741,884.77 1,598.36	1.88% (3,724.14)	Aaa/AA+ AA+	0.29 0.28
91282CDS7	UNITED STATES TREASURY 1.125 01/15/2025	775,000.00	-- 3.00%	737,794.93 769,802.56	98.65 4.90%	764,510.25 1,137.23	1.94% (5,292.31)	Aaa/AA+ AA+	0.38 0.36
91282CDZ1	UNITED STATES TREASURY 1.5 02/15/2025	750,000.00	-- 2.87%	723,125.00 745,476.74	98.50 4.91%	738,767.58 519.70	1.88% (6,709.16)	Aaa/AA+ AA+	0.46 0.44
91282CED9	UNITED STATES TREASURY 1.75 03/15/2025	750,000.00	-- 2.92%	726,035.16 745,490.66	98.48 4.68%	738,581.54 6,063.18	1.88% (6,909.12)	Aaa/AA+ AA+	0.54 0.52
91282CEH0	UNITED STATES TREASURY 2.625 04/15/2025	500,000.00	06/28/2022 3.23%	491,933.59 498,214.49	98.81 4.61%	494,035.16 4,984.63	1.25% (4,179.33)	Aaa/AA+ AA+	0.62 0.59
912828XB1	UNITED STATES TREASURY 2.125 05/15/2025	750,000.00	-- 3.08%	729,971.68 745,192.82	98.30 4.63%	737,214.84 4,720.62	1.87% (7,977.98)	Aaa/AA+ AA+	0.70 0.68
91282CEU1	UNITED STATES TREASURY 2.875 06/15/2025	670,000.00	06/28/2022 3.22%	663,457.03 668,264.48	98.71 4.57%	661,363.28 4,105.12	1.68% (6,901.20)	Aaa/AA+ AA+	0.79 0.76
91282CAB7	UNITED STATES TREASURY 0.25 07/31/2025	800,000.00	-- 3.05%	732,058.59 780,474.10	96.31 4.44%	770,468.75 173.91	1.96% (10,005.35)	Aaa/AA+ AA+	0.91 0.89
91282CFP1	UNITED STATES TREASURY 4.25 10/15/2025	600,000.00	10/18/2022 4.45%	596,554.69 598,709.58	99.94 4.30%	599,625.00 9,684.43	1.52% 915.42	Aaa/AA+ AA+	1.12 1.06
91282CFW6	UNITED STATES TREASURY 4.5 11/15/2025	750,000.00	11/09/2022 4.55%	748,945.31 749,576.58	100.29 4.25%	752,138.67 9,996.60	1.91% 2,562.09	Aaa/AA+ AA+	1.21 1.14
91282CBT7	UNITED STATES TREASURY 0.75 03/31/2026	750,000.00	-- 2.95%	690,097.65 725,367.40	94.97 4.08%	712,265.63 2,366.80	1.81% (13,101.77)	Aaa/AA+ AA+	1.58 1.53
91282CFU0	UNITED STATES TREASURY 4.125 10/31/2027	1,000,000.00	09/15/2023 4.56%	983,867.19 987,610.77	100.97 3.79%	1,009,726.56 13,899.46	2.56% 22,115.79	Aaa/AA+ AA+	3.17 2.90
91282CGT2	UNITED STATES TREASURY 3.625 03/31/2028	800,000.00	06/15/2023 3.96%	788,312.50 791,271.11	99.55 3.76%	796,437.50 12,202.19	2.02% 5,166.40	Aaa/AA+ AA+	3.58 3.27
91282CHA2	UNITED STATES TREASURY 3.5 04/30/2028	475,000.00	-- 3.77%	469,363.29 470,691.22	99.11 3.76%	470,750.98 5,601.90	1.20% 59.75	Aaa/AA+ AA+	3.67 3.36
91282CHK0	UNITED STATES TREASURY 4.0 06/30/2028	750,000.00	02/22/2024 4.37%	739,189.45 740,488.89	100.86 3.76%	756,416.02 5,135.87	1.92% 15,927.12	Aaa/AA+ AA+	3.83 3.50
91282CKD2	UNITED STATES TREASURY 4.25 02/28/2029	600,000.00	-- 4.35%	597,252.93 597,745.23	102.12 3.73%	612,703.13 70.44	1.56% 14,957.90	Aaa/AA+ AA+	4.50 4.06
91282CKP5	UNITED STATES TREASURY 4.625 04/30/2029	725,000.00	05/22/2024 4.45%	730,437.50 730,132.90	103.73 3.74%	752,074.22 11,298.57	1.91% 21,941.32	Aaa/AA+ AA+	4.66 4.11
91282CKT7	UNITED STATES TREASURY 4.5 05/31/2029	700,000.00	-- 4.11%	711,972.66 711,777.98	103.30 3.73%	723,105.47 8,004.10	1.84% 11,327.48	Aaa/AA+ AA+	4.75 4.20

# HOLDINGS REPORT



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
	<b>Total US Treasury</b>	<b>13,645,000.00</b>	<b>3.64%</b>	<b>13,283,058.61</b> <b>13,548,689.73</b>	<b>99.54</b> <b>4.29%</b>	<b>13,575,643.56</b> <b>103,229.22</b>	<b>34.47%</b> <b>26,953.83</b>	<b>Aaa/AA+</b> <b>AA+</b>	<b>1.95</b> <b>1.79</b>
	<b>Total Portfolio</b>	<b>39,497,879.04</b>	<b>4.03%</b>	<b>38,827,424.46</b> <b>39,232,332.51</b>	<b>99.66</b> <b>4.36%</b>	<b>39,388,442.16</b> <b>303,050.87</b>	<b>100.00%</b> <b>156,109.65</b>	<b>Aa2/AA-</b> <b>AA</b>	<b>2.14</b> <b>1.82</b>
	<b>Total Market Value + Accrued</b>					<b>39,691,493.03</b>			



**INCOME EARNED**

Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
<b>CASH &amp; EQUIVALENTS</b>						
31846V203	FIRST AMER:GVT OBLG Y	23,786.67	223,548.91 669,791.72 (869,553.96) 23,786.67	0.00 2,105.27 0.00 2,105.27	0.00 0.00 0.00 2,105.27	2,105.27
CCYUSD	Receivable	14,465.09	2,105.27 0.00 0.00 14,465.09	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
<b>Total Cash &amp; Equivalents</b>			<b>225,654.18 669,791.72 (869,553.96) 38,251.76</b>	<b>0.00 2,105.27 0.00 2,105.27</b>	<b>0.00 0.00 0.00 2,105.27</b>	<b>2,105.27</b>
<b>FIXED INCOME</b>						
0040EAS6	CHUBB INA HOLDINGS LLC 3.15 03/15/2025	450,000.00	448,631.85 0.00 0.00 448,819.52	5,355.00 0.00 6,536.25 1,181.25	187.67 0.00 187.67 1,368.92	1,368.92
023135CE4	AMAZON.COM INC 3.0 04/13/2025	450,000.00	449,353.14 0.00 0.00 449,431.78	4,050.00 0.00 5,175.00 1,125.00	95.40 (16.76) 78.64 1,203.64	1,203.64
02582JIR2	AMXCA 2021-1 A 0.9 11/15/2024	386,000.00	381,433.33 0.00 0.00 382,768.86	154.40 289.50 154.40 289.50	1,335.54 0.00 1,335.54 1,625.04	1,625.04
02582JIT8	AMXCA 2022-2 A 05/17/2027	235,000.00	234,980.20 0.00 0.00 234,982.34	354.07 663.88 354.07 663.88	2.14 0.00 2.14 666.02	666.02
05522RDJ4	BACCT 2024-1 A 4.93 03/15/2029	195,000.00	194,989.37 0.00 0.00 194,989.56	427.27 801.12 427.27 801.12	0.20 0.00 0.20 801.32	801.32

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
05531FBH5	TRUIST FINANCIAL CORP 2.5 08/01/2024	0.00	400,000.00 0.00 (400,000.00) 0.00	5,000.00 5,000.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	02/07/2023 02/15/2023 34,267.32	39,299.11 0.00 (5,032.23) 34,266.96	33.80 168.99 29.47 164.66	0.08 0.00 0.08 164.74	164.74
05611UAD5	BMWLT 2024-1 A3 4.98 03/25/2027	06/20/2024 06/21/2024 300,000.00	298,471.14 0.00 0.00 298,520.20	249.00 1,245.00 249.00 1,245.00	49.06 0.00 49.06 1,294.06	1,294.06
06406RBC0	BANK OF NEW YORK MELLON CORP 3.35 04/25/2025	400,000.00	400,203.56 0.00 0.00 400,176.76	3,573.33 0.00 4,690.00 1,116.67	0.44 (27.23) (26.80) 1,089.87	1,089.87
09290DAH4	BLACKROCK FUNDING INC 4.6 07/26/2027	07/18/2024 07/26/2024 450,000.00	450,384.82 0.00 0.00 450,373.55	287.50 0.00 2,012.50 1,725.00	0.00 (11.26) (11.26) 1,713.74	1,713.74
096919AD7	BMWOT 2024-A A3 5.18 02/26/2029	06/04/2024 06/11/2024 175,000.00	174,974.21 0.00 0.00 174,974.69	151.08 755.42 151.08 755.42	0.48 0.00 0.48 755.90	755.90
14913R3B1	CATERPILLAR FINANCIAL SERVICES CORP 4.8 01/06/2026	01/20/2023 01/24/2023 370,000.00	372,209.75 0.00 0.00 372,078.77	1,233.33 0.00 2,713.33 1,480.00	0.00 (130.98) (130.98) 1,349.02	1,349.02
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	09/07/2023 09/15/2023 410,000.00	409,906.32 0.00 0.00 409,908.25	940.27 1,763.00 940.27 1,763.00	1.93 0.00 1.93 1,764.93	1,764.93
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	02/26/2024 455,000.00	454,831.36 0.00 0.00 454,836.86	9,403.33 10,920.00 303.33 1,820.00	7.54 (2.04) 5.50 1,825.50	1,825.50

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
26442UAA2	DUKE ENERGY PROGRESS LLC 3.25 08/15/2025	400,000.00	399,943.50 0.00 0.00 399,946.90	5,994.44 6,500.00 577.78 1,083.33	8.42 (5.02) 3.40 1,086.74	1,086.74
3130A9YY1	FEDERAL HOME LOAN BANKS 2.125 12/11/2026	11/28/2023 11/29/2023 900,000.00	851,358.46 0.00 0.00 853,107.75	2,656.25 0.00 4,250.00 1,593.75	1,749.29 0.00 1,749.29 3,343.04	3,343.04
3130ALEM2	FEDERAL HOME LOAN BANKS 0.79 02/25/2026	05/12/2022 05/13/2022 400,000.00	387,248.27 0.00 0.00 387,938.15	1,369.33 1,580.00 52.67 263.33	689.88 0.00 689.88 953.22	953.22
3130AQMR1	FEDERAL HOME LOAN BANKS 1.25 01/27/2025	04/18/2022 04/19/2022 150,000.00	148,948.59 0.00 0.00 149,130.68	20.83 177.08 156.25	182.09 182.09 338.34	338.34
3130AWTR1	FEDERAL HOME LOAN BANKS 4.375 09/08/2028	09/12/2023 09/14/2023 750,000.00	746,872.35 0.00 0.00 746,937.03	13,033.85 0.00 15,768.23 2,734.38	64.68 0.00 64.68 2,799.06	2,799.06
3130AXU63	FEDERAL HOME LOAN BANKS 4.625 11/17/2026	12/18/2023 12/19/2023 475,000.00	479,025.39 0.00 0.00 478,876.48	4,515.80 0.00 6,346.53 1,830.73	0.00 (148.91) (148.91) 1,681.82	1,681.82
3130B0TY5	FEDERAL HOME LOAN BANKS 4.75 04/09/2027	04/10/2024 04/11/2024 465,000.00	463,898.19 0.00 0.00 463,933.01	6,748.96 0.00 8,589.58 1,840.63	34.82 0.00 34.82 1,875.44	1,875.44
3133EP6K6	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 03/26/2027	03/25/2024 03/26/2024 750,000.00	750,960.38 0.00 0.00 750,929.59	11,718.75 0.00 14,531.25 2,812.50	0.00 (30.79) (30.79) 2,781.71	2,781.71
3133EPBJ3	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 02/23/2026	02/21/2023 02/23/2023 725,000.00	723,659.11 0.00 0.00 723,731.91	13,921.01 15,859.38 704.86 2,643.23	72.80 0.00 72.80 2,716.03	2,716.03



# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
3133EPBM6	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.125 08/23/2027	02/21/2023 02/23/2023 750,000.00	747,234.71 0.00 0.00 747,311.46	13,578.13 15,468.75 687.50 2,578.13	76.74 0.00 76.74 2,654.87	2,654.87
3133EPCF0	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 03/02/2026	03/23/2023 03/24/2023 750,000.00	755,832.47 0.00 0.00 755,519.66	13,968.75 0.00 16,781.25 2,812.50	0.00 (312.81) (312.81) 2,499.69	2,499.69
3133EPGW9	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 04/25/2028	04/24/2023 04/25/2023 800,000.00	802,996.06 0.00 0.00 802,927.92	8,266.67 0.00 10,850.00 2,583.33	0.00 (68.14) (68.14) 2,515.19	2,515.19
3133EPK79	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 12/07/2026	12/18/2023 12/19/2023 475,000.00	476,552.75 0.00 0.00 476,496.65	3,117.19 0.00 4,848.96 1,731.77	0.00 (56.10) (56.10) 1,675.67	1,675.67
3133EPUN3	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 08/28/2028	08/28/2023 08/29/2023 325,000.00	325,235.71 0.00 0.00 325,230.80	6,215.63 7,312.50 121.88 1,218.75	0.00 (4.91) (4.91) 1,213.84	1,213.84
3133EPW68	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.125 01/22/2026	01/24/2024 01/25/2024 600,000.00	597,734.42 0.00 0.00 597,864.73	618.75 0.00 2,681.25 2,062.50	130.30 0.00 130.30 2,192.80	2,192.80
3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.375 08/25/2025	06/22/2022 06/23/2022 500,000.00	485,483.82 0.00 0.00 486,640.64	812.50 937.50 31.25 156.25	1,156.82 0.00 1,156.82 1,313.07	1,313.07
3137BEVH4	FHMS K-040 A2 3.241 09/25/2024	04/21/2022 04/26/2022 23,686.61	80,837.03 0.00 (57,136.14) 23,686.61	218.29 218.29 63.97 63.97	0.00 (14.29) (14.29) 49.69	49.69
3137BFE98	FHMS K-041 A2 3.171 10/25/2024	04/21/2022 04/26/2022 102,042.59	139,714.05 0.00 (37,640.77) 102,053.62	369.11 369.11 269.65 269.64	0.00 (19.67) (19.67) 249.97	249.97

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
3137BFXT3	FHMS K-042 A2 2.67 12/25/2024	06/22/2022 06/27/2022 419,636.01	419,278.59 0.00 (788.77) 418,782.67	935.45 935.45 933.69 933.70	292.85 0.00 292.85 1,226.55	1,226.55
3137BHXY1	FHMS K-044 A2 2.811 01/25/2025	06/16/2022 06/22/2022 359,199.62	358,524.58 0.00 (693.73) 358,110.28	843.05 843.05 841.43 841.42	279.44 0.00 279.44 1,120.86	1,120.86
3137BM7C4	FHMS K-051 A2 3.308 09/25/2025	05/18/2022 05/23/2022 390,095.20	400,671.99 0.00 (9,904.80) 390,699.25	1,102.67 1,102.67 1,075.36 1,075.37	0.00 (67.94) (67.94) 1,007.42	1,007.42
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	12/15/2022 12/20/2022 350,000.00	342,866.84 0.00 0.00 343,293.73	800.63 800.63 800.63 800.63	426.89 0.00 426.89 1,227.52	1,227.52
3137BTUM1	FHMS K-061 A2 3.347 11/25/2026	04/23/2024 04/26/2024 540,607.60	521,042.60 0.00 (1,044.35) 520,813.72	1,510.76 1,510.76 1,507.84 1,507.85	815.48 0.00 815.48 2,323.32	2,323.32
3137F2LJ3	FHMS K-066 A2 3.117 06/25/2027	04/18/2024 04/23/2024 350,000.00	332,360.27 0.00 0.00 332,889.12	909.13 909.13 909.13 909.13	528.85 0.00 528.85 1,437.98	1,437.98
3137F4WZ1	FHMS K-731 A2 3.6 02/25/2025	05/03/2022 05/06/2022 302,583.71	303,747.05 0.00 (568.55) 303,077.37	909.46 909.46 907.75 907.75	0.00 (101.14) (101.14) 806.62	806.62
3137FBXB3	FHMS K-068 A2 3.244 08/25/2027	10/27/2023 10/31/2023 600,000.00	567,292.37 0.00 0.00 568,218.34	1,622.00 1,622.00 1,622.00 1,622.00	925.97 0.00 925.97 2,547.97	2,547.97
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	07/10/2023 07/13/2023 130,000.00	124,714.22 0.00 0.00 124,845.52	362.92 362.92 362.92 362.92	131.30 0.00 131.30 494.22	494.22

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin		Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
			Book Value: Acq	Book Value: Disp			
3137FOXJ7	FHMS K-737 A2 2.525 10/25/2026	12/12/2023 12/15/2023 250,000.00	238,802.72 0.00 0.00	239,241.56	526.04 526.04 526.04 526.04	438.83 0.00 438.83 964.87	964.87
341081GN1	FLORIDA POWER & LIGHT CO 4.4 05/15/2028	05/23/2023 05/25/2023 450,000.00	447,088.62 0.00 0.00	447,153.88	4,180.00 0.00 5,830.00 1,650.00	65.26 0.00 65.26 1,715.26	1,715.26
362585AC5	GMCAR 2022-2 A3 3.1 02/16/2027	04/05/2022 04/13/2022 25,979.19	28,023.41 0.00 (2,046.65)	25,977.02	36.20 72.40 33.56 69.76	0.25 0.00 0.25 70.01	70.01
36265WAD5	GMCAR 2022-3 A3 3.64 04/16/2027	07/06/2022 07/13/2022 46,256.07	49,773.20 0.00 (3,517.29)	46,255.93	75.49 150.98 70.16 145.65	0.02 0.00 0.02 145.66	145.66
36269WAD1	GMALT 2024-2 A3 5.39 07/20/2027	05/07/2024 05/16/2024 140,000.00	139,992.41 0.00 0.00	139,992.63	230.57 628.83 230.57 628.83	0.22 0.00 0.22 629.05	629.05
437076CR1	HOME DEPOT INC 4.0 09/15/2025	09/14/2022 09/19/2022 450,000.00	449,459.34 0.00 0.00	449,500.22	6,800.00 0.00 8,300.00 1,500.00	40.88 0.00 40.88 1,540.88	1,540.88
437918AC9	HAROT 2024-1 A3 5.21 08/15/2028	02/13/2024 02/21/2024 290,000.00	289,988.64 0.00 0.00	289,988.88	671.51 1,259.08 671.51 1,259.08	0.24 0.00 0.24 1,259.32	1,259.32
437930AC4	HONDO-242-A3 5.27 11/20/2028	05/14/2024 05/21/2024 105,000.00	104,987.80 0.00 0.00	104,988.04	199.82 461.13 199.82 461.13	0.24 0.00 0.24 461.37	461.37
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	02/16/2023 02/24/2023 50,000.00	49,993.92 0.00 0.00	49,994.11	70.00 210.00 70.00 210.00	0.19 0.00 0.19 210.19	210.19

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	08/15/2022 08/24/2022 38,132.11	41,406.39 0.00 (3,275.37) 38,131.14	55.77 128.71 51.36 124.30	0.13 0.00 0.13 124.43	124.43
448973AD9	HART 2024-A A3 4.99 02/15/2029	03/11/2024 03/20/2024 155,000.00	154,968.37 0.00 0.00 154,968.97	343.76 644.54 343.76 644.54	0.59 0.00 0.59 645.13	645.13
44934KAC8	HART 2021-B A3 0.38 01/15/2026	05/19/2022 05/23/2022 3,871.59	5,463.69 0.00 (1,666.92) 3,822.33	0.94 1.75 0.65 1.47	25.57 0.00 25.57 27.04	27.04
45950KDD9	INTERNATIONAL FINANCE CORP 4.5 07/13/2028	07/06/2023 07/13/2023 340,000.00	339,702.13 0.00 0.00 339,708.53	765.00 0.00 2,040.00 1,275.00	6.40 0.00 6.40 1,281.40	1,281.40
47786WAD2	JDOT 2024-B A3 5.2 03/15/2029	06/11/2024 06/18/2024 100,000.00	99,980.95 0.00 0.00 99,981.30	231.11 433.33 231.11 433.33	0.35 0.00 0.35 433.68	433.68
47789QAC4	JDOT 2021-B A3 0.52 03/16/2026	05/02/2022 05/03/2022 28,004.23	31,132.59 0.00 (3,774.68) 27,464.51	7.34 13.77 6.47 12.90	106.59 0.00 106.59 119.49	119.49
47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	07/12/2022 07/20/2022 90,907.27	96,512.72 0.00 (5,609.92) 90,903.20	160.43 300.81 151.11 291.49	0.40 0.00 0.40 291.89	291.89
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	10/12/2022 10/19/2022 199,910.72	209,990.51 0.00 (10,089.28) 199,901.95	475.07 890.75 452.24 867.93	0.72 0.00 0.72 868.65	868.65
47800RAD5	JDOT 2024 A3 4.96 11/15/2028	03/11/2024 03/19/2024 95,000.00	94,995.10 0.00 0.00 94,995.20	209.42 392.67 209.42 392.67	0.10 0.00 0.10 392.77	392.77

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
532457CQ9	ELI LILLY AND CO 4.2 08/14/2029	08/12/2024 08/14/2024 475,000.00	0.00 474,534.50 0.00 474,539.09	0.00 0.00 942.08 942.08	4.59 0.00 4.59 946.67	946.67
58770AAC7	MBART 2023-1 A3 4.51 11/15/2027	01/18/2023 01/25/2023 125,000.00	124,989.74 0.00 0.00 124,990.00	250.56 469.79 250.56 469.79	0.27 0.00 0.27 470.06	470.06
58933YBH7	MERCK & CO INC 4.05 05/17/2028	05/08/2023 05/17/2023 110,000.00	109,932.46 0.00 0.00 109,933.97	915.75 0.00 1,287.00 371.25	1.51 0.00 1.51 372.76	372.76
61690U8E3	MORGAN STANLEY BANK NA 4.968 07/14/2028	07/17/2024 07/19/2024 450,000.00	450,000.00 0.00 0.00 450,000.00	745.20 0.00 2,608.20 1,863.00	0.00 0.00 0.00 1,863.00	1,863.00
637432NG6	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.25 11/01/2025	04/14/2022 04/19/2022 60,000.00	59,957.55 0.00 0.00 59,960.43	487.50 0.00 650.00 162.50	2.88 0.00 2.88 165.38	165.38
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	04/27/2022 05/04/2022 60,000.00	59,995.47 0.00 0.00 59,995.91	264.50 0.00 437.00 172.50	0.44 0.00 0.44 172.94	172.94
63743HFF4	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.45 10/30/2025	10/20/2022 10/31/2022 145,000.00	144,919.26 0.00 0.00 144,924.76	1,997.58 0.00 2,656.12 658.54	5.50 0.00 5.50 664.04	664.04
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	450,000.00	450,152.94 0.00 0.00 450,148.01	4,050.00 0.00 5,550.00 1,500.00	3.58 (8.51) (4.94) 1,495.06	1,495.06
693475AY1	PNC FINANCIAL SERVICES GROUP INC 2.2 11/01/2024	04/11/2022 04/13/2022 150,000.00	149,715.72 0.00 0.00 149,811.51	825.00 0.00 1,100.00 275.00	95.79 0.00 95.79 370.79	370.79

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
69371RR73	PACCAR FINANCIAL CORP 2.85 04/07/2025	03/31/2022 04/07/2022 120,000.00	119,992.91 0.00 0.00 119,993.79	1,083.00 0.00 1,368.00 285.00	0.88 0.00 0.88 285.88	285.88
69371RS56	PACCAR FINANCIAL CORP 5.05 08/10/2026	12/18/2023 12/20/2023 350,000.00	353,251.91 0.00 0.00 353,115.49	8,395.63 8,837.50 1,031.04 1,472.92	0.00 (136.41) (136.41) 1,336.50	1,336.50
713448FW3	PEPSICO INC 5.125 11/10/2026	11/08/2023 11/10/2023 150,000.00	149,969.29 0.00 0.00 149,970.44	1,729.69 0.00 2,370.31 640.63	1.15 0.00 1.15 641.77	641.77
713448FX1	PEPSICO INC 4.5 07/17/2029	07/16/2024 07/17/2024 300,000.00	299,696.51 0.00 0.00 299,701.71	525.00 0.00 1,650.00 1,125.00	5.20 0.00 5.20 1,130.20	1,130.20
756109BE3	REALTY INCOME CORP 4.625 11/01/2025	09/20/2022 09/22/2022 400,000.00	399,905.06 0.00 0.00 399,911.50	4,625.00 0.00 6,166.67 1,541.67	6.44 0.00 6.44 1,548.11	1,548.11
78016EZ59	ROYAL BANK OF CANADA 3.375 04/14/2025	400,000.00	399,293.67 0.00 0.00 399,379.21	4,012.50 0.00 5,137.50 1,125.00	85.53 0.00 85.53 1,210.53	1,210.53
808513AX3	CHARLES SCHWAB CORP 3.85 05/21/2025	06/22/2022 06/24/2022 450,000.00	450,130.25 0.00 0.00 450,112.84	3,368.75 0.00 4,812.50 1,443.75	0.00 (17.40) (17.40) 1,426.35	1,426.35
857477CL5	STATE STREET CORP 4.993 03/18/2027	03/13/2024 03/18/2024 440,000.00	440,000.00 0.00 0.00 440,000.00	8,116.40 0.00 9,947.17 1,830.77	0.00 0.00 0.00 1,830.77	1,830.77
89115A2W1	TORONTO-DOMINION BANK 4.98 04/05/2027	03/26/2024 04/05/2024 415,000.00	415,000.00 0.00 0.00 415,000.00	6,659.37 0.00 8,381.62 1,722.25	0.00 0.00 0.00 1,722.25	1,722.25

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
89231CAD9	TAOT 2022-C A3 3.76 04/15/2027	08/08/2022 08/16/2022 130,201.91	138,520.34 0.00 (8,331.37) 130,190.13	231.50 434.07 217.58 420.15	1.16 0.00 1.16 421.31	421.31
89236TJT3	TOYOTA MOTOR CREDIT CORP 1.45 01/13/2025	04/18/2022 04/20/2022 150,000.00	148,997.61 0.00 0.00 149,185.94	108.75 0.00 290.00 181.25	188.33 0.00 188.33 369.58	369.58
89236TKF1	TOYOTA MOTOR CREDIT CORP 3.65 08/18/2025	08/15/2022 08/18/2022 180,000.00	179,943.54 0.00 0.00 179,948.12	2,974.75 3,285.00 237.25 547.50	4.58 0.00 4.58 552.08	552.08
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	124,723.95	135,346.12 0.00 (11,059.03) 124,338.72	176.82 331.53 162.42 317.13	51.63 0.00 51.63 368.76	368.76
89238JAC9	TAOT 2021-D A3 0.71 04/15/2026	12/14/2022 12/16/2022 13,521.58	14,914.46 0.00 (1,847.48) 13,141.56	4.85 9.09 4.27 8.51	74.58 0.00 74.58 83.09	83.09
912828XB1	UNITED STATES TREASURY 2.125 05/15/2025	750,000.00	744,610.70 0.00 0.00 745,192.82	3,378.06 0.00 4,720.62 1,342.56	582.12 0.00 582.12 1,924.68	1,924.68
91282CAB7	UNITED STATES TREASURY 0.25 07/31/2025	800,000.00	778,656.37 0.00 0.00 780,474.10	5.43 0.00 173.91 168.48	1,817.73 0.00 1,817.73 1,986.20	1,986.20
91282CBT7	UNITED STATES TREASURY 0.75 03/31/2026	750,000.00	724,041.68 0.00 0.00 725,367.40	1,890.37 0.00 2,366.80 476.43	1,325.71 0.00 1,325.71 1,802.15	1,802.15
91282CDH1	UNITED STATES TREASURY 0.75 11/15/2024	750,000.00	745,467.85 0.00 0.00 746,793.29	1,192.26 0.00 1,666.10 473.84	1,325.44 0.00 1,325.44 1,799.29	1,799.29



# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
91282CDN8	UNITED STATES TREASURY 1.0 12/15/2024	750,000.00	744,312.49 0.00 0.00 745,608.91	963.11 0.00 1,598.36 635.25	1,296.42 0.00 1,296.42 1,931.66	1,931.66
91282CDS7	UNITED STATES TREASURY 1.125 01/15/2025	775,000.00	768,617.85 0.00 0.00 769,802.56	402.77 0.00 1,137.23 734.46	1,184.71 0.00 1,184.71 1,919.17	1,919.17
91282CDZ1	UNITED STATES TREASURY 1.5 02/15/2025	750,000.00	744,637.09 0.00 0.00 745,476.74	5,192.31 5,625.00 519.70 952.39	839.65 0.00 839.65 1,792.04	1,792.04
91282CED9	UNITED STATES TREASURY 1.75 03/15/2025	750,000.00	744,773.79 0.00 0.00 745,490.66	4,957.54 0.00 6,063.18 1,105.64	716.87 0.00 716.87 1,822.51	1,822.51
91282CEH0	UNITED STATES TREASURY 2.625 04/15/2025	500,000.00	497,969.57 0.00 0.00 498,214.49	3,872.95 0.00 4,984.63 1,111.68	244.92 0.00 244.92 1,356.60	1,356.60
91282CEU1	UNITED STATES TREASURY 2.875 06/15/2025	670,000.00	668,077.02 0.00 0.00 668,264.48	2,473.60 0.00 4,105.12 1,631.52	187.46 0.00 187.46 1,818.98	1,818.98
91282CFP1	UNITED STATES TREASURY 4.25 10/15/2025	600,000.00	598,611.78 0.00 0.00 598,709.58	7,524.59 0.00 9,684.43 2,159.84	97.81 0.00 97.81 2,257.64	2,257.64
91282CFU0	UNITED STATES TREASURY 4.125 10/31/2027	1,000,000.00	987,278.25 0.00 0.00 987,610.77	10,424.59 0.00 13,899.46 3,474.86	332.52 0.00 332.52 3,807.39	3,807.39
91282CFW6	UNITED STATES TREASURY 4.5 11/15/2025	750,000.00	749,546.75 0.00 0.00 749,576.58	7,153.53 0.00 9,996.60 2,843.07	29.83 0.00 29.83 2,872.90	2,872.90

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
91282CGT2	UNITED STATES TREASURY 3.625 03/31/2028	06/15/2023 06/16/2023 800,000.00	791,064.07 0.00 0.00 791,271.11	9,745.90 0.00 12,202.19 2,456.28	207.04 0.00 207.04 2,663.32	2,663.32
91282CHA2	UNITED STATES TREASURY 3.5 04/30/2028	475,000.00	470,591.32 0.00 0.00 470,691.22	4,201.43 0.00 5,601.90 1,400.48	99.90 0.00 99.90 1,500.38	1,500.38
91282CHK0	UNITED STATES TREASURY 4.0 06/30/2028	02/22/2024 02/23/2024 750,000.00	740,277.99 0.00 0.00 740,488.89	2,608.70 0.00 5,135.87 2,527.17	210.90 0.00 210.90 2,738.08	2,738.08
91282CKD2	UNITED STATES TREASURY 4.25 02/28/2029	600,000.00	418,605.20 179,026.37 0.00 597,745.23	7,558.76 (3,698.54) 70.44 (11,186.86)	118.56 (4.90) 113.66 (11,073.20)	(11,073.20)
91282CKP5	UNITED STATES TREASURY 4.625 04/30/2029	05/22/2024 05/23/2024 725,000.00	730,226.39 0.00 0.00 730,132.90	8,473.93 0.00 11,298.57 2,824.64	0.00 (93.49) (93.49) 2,731.15	2,731.15
91282CKT7	UNITED STATES TREASURY 4.5 05/31/2029	700,000.00	504,839.89 207,031.25 0.00 711,777.98	3,811.48 (2,237.70) 8,004.10 1,954.92	0.00 (93.16) (93.16) 1,861.76	1,861.76
91324PEG3	UNITEDHEALTH GROUP INC 3.7 05/15/2027	05/17/2022 05/20/2022 115,000.00	115,031.68 0.00 0.00 115,030.68	898.28 0.00 1,252.86 354.58	0.20 (1.20) (1.00) 353.58	353.58
931142EW9	WALMART INC 3.9 09/09/2025	09/06/2022 09/09/2022 100,000.00	99,974.20 0.00 0.00 99,976.18	1,538.33 0.00 1,863.33 325.00	1.98 0.00 1.98 326.98	326.98
<b>Total Fixed Income</b>		<b>39,459,627.28</b>	<b>38,877,801.19</b> <b>860,592.12</b> <b>(564,027.34)</b> <b>39,194,080.75</b>	<b>302,207.14</b> <b>98,019.04</b> <b>303,050.87</b> <b>98,862.77</b>	<b>21,087.86</b> <b>(1,373.08)</b> <b>19,714.78</b> <b>118,577.55</b>	<b>118,577.55</b>

# INCOME EARNED



Beaumont-Cherry Valley Water District | [REDACTED] | As of August 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret./Amort Income Earned	Total Income
			39,103,455.37	302,207.14	21,087.86	
			1,530,383.84	100,124.31	(1,373.08)	
			(1,433,581.30)	303,050.87	19,714.78	
		39,497,879.04	39,232,332.51	100,968.04	120,682.82	120,682.82
<b>TOTAL PORTFOLIO</b>						

Accounts Payable

Checks by Date - Detail by Check Date

User: wclayton  
 Printed: 9/30/2024 11:51 AM

Beaumont-Cherry Valley Water District

560 Magnolia Avenue  
 Beaumont California 92223  
 (951) 845-9581  
<https://bcvwd.gov>



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10138 HW201 Aug 2024	ARCO Business Solutions ARCO Fuel Charges 08/20-08/26/2024	08/27/2024	2,142.42
Total for this ACH Check for Vendor 10138:				2,142.42
ACH	11195 08272024	Taxation & Revenue New Mexico New Mexico Unemployment Insurance	08/27/2024	50.00
Total for this ACH Check for Vendor 11195:				50.00
Total for 8/27/2024:				2,192.42
ACH	10085	CalPERS Retirement System	08/29/2024	
	1002720229	PR Batch 00004.08.2024 CalPERS 7% EE Deduction		1,192.63
	1002720229	PR Batch 00002.08.2024 Retro 202		27.44
	1002720229	PR Batch 00004.08.2024 CalPERS 8% ER Paid		1,155.01
	1002720229	PR Batch 00001.08.2024 Retro 168		133.79
	1002720229	PR Batch 00004.08.2024 CalPERS 8.25% EE PEPRA		7,945.82
	1002720229	PR Batch 00004.08.2024 CalPERS ER Paid Classic		10,389.89
	1002720229	PR Batch 00004.08.2024 CalPERS ER PEPRA		8,311.83
	1002720229	PR Batch 00004.08.2024 CalPERS 8% EE Paid		2,199.29
	1002720229	PR Batch 00004.08.2024 CalPERS 1% ER Paid		170.37
Total for this ACH Check for Vendor 10085:				31,526.07
ACH	10087	EDD	08/29/2024	
	0-275-865-744	PR Batch 00004.08.2024 CA SDI		2,024.36
	0-275-865-744	PR Batch 00004.08.2024 State Income Tax		8,312.96
Total for this ACH Check for Vendor 10087:				10,337.32
ACH	10094	U.S. Treasury	08/29/2024	
	270464241251398	PR Batch 00004.08.2024 Federal Income Tax		21,522.17
	270464241251398	PR Batch 00004.08.2024 Medicare Employer Portion		2,748.00
	270464241251398	PR Batch 00004.08.2024 FICA Employee Portion		11,121.43
	270464241251398	PR Batch 00004.08.2024 FICA Employer Portion		11,121.43
	270464241251398	PR Batch 00004.08.2024 Medicare Employee Portion		2,748.00
Total for this ACH Check for Vendor 10094:				49,261.03
ACH	10141	Ca State Disbursement Unit	08/29/2024	
	49435967	PR Batch 00004.08.2024 Garnishment		379.84
Total for this ACH Check for Vendor 10141:				379.84
ACH	10203	Voya Financial	08/29/2024	
	VB1450PP18 2024	PR Batch 00004.08.2024 Deferred Comp		450.00
Total for this ACH Check for Vendor 10203:				450.00
ACH	10264	CalPERS Supplemental Income Plans	08/29/2024	
	1002720257	PR Batch 00004.08.2024 CalPERS 457		2,331.50
	1002720257	PR Batch 00004.08.2024 CalPERS 457 %		37.61
	1002720257	PR Batch 00004.08.2024 457 Loan Repayment		89.65
	1002720257	PR Batch 00004.08.2024 100% Contribution		547.45
	1002720257	PR Batch 00004.08.2024 ROTH-Post-Tax		275.00
Total for this ACH Check for Vendor 10264:				3,281.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10984 1724784479345	MidAmerica Administrative & Retirement Solutions PR Batch 00004.08.2024 401(a) Deferred Comp	08/29/2024	1,176.28
Total for this ACH Check for Vendor 10984:				1,176.28
Total for 8/29/2024:				96,411.75
ACH	10030 700359906319Aug 700359906319Aug 700359906319Aug	Southern California Edison Electricity 07/24-08/21/2024 - 13695 Oak Glen Rd Electricity 07/24-08/21/2024 - 12303 Oak Glen Rd Electricity 07/24-08/21/2024 - 13697 Oak Glen Rd	09/05/2024	311.43 10.03 498.25
Total for this ACH Check for Vendor 10030:				819.71
ACH	10042 07132135000Aug	Southern California Gas Company Monthly Gas Charges 07/24-08/23/2024	09/05/2024	14.79
Total for this ACH Check for Vendor 10042:				14.79
ACH	10052 5522189 5522189 5522192 6022616 6522100 8022279	Home Depot Credit Services Tool - Unit 17 Materials - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment	09/05/2024	24.94 57.34 129.30 292.22 58.12 438.74
Total for this ACH Check for Vendor 10052:				1,000.66
ACH	10138 HW201 Aug 2024	ARCO Business Solutions ARCO Fuel Charges 08/27-09/02/2024	09/05/2024	2,411.34
Total for this ACH Check for Vendor 10138:				2,411.34
ACH	10350 219209 219645 219780 219794 220047	NAPA Auto Parts Tire Air Chuck Battery - Unit 35 Blue Def - Tractors Battery - Trucks Core Deposit	09/05/2024	26.39 293.99 53.82 313.39 -19.40
Total for this ACH Check for Vendor 10350:				668.19
ACH	10390 V451220 V451220 V451220	Dangelo Company 2 - Copper Wire Solid Black 14 Gauge 500 Ft. 2 - Clear Polywrap 3-8 DIP 8 Mil Perforated 20x340 Ft. 25 - Direct Bury Splice Kit 3M DBR/Y-6 (KIT) 18-10 AWG	09/05/2024	191.43 413.57 77.31
Total for this ACH Check for Vendor 10390:				682.31
ACH	10709 U277214 U838793 V131851 V177247 V177247 V177247 V292292 V384562 V384562 V384562 V384562 V384562 V426740	Core & Main LP 25 - Meter Box Plastic Body Green #1015 5 - Angle Meter Stop Ball Type FIPxFLG 99 - Curb Stop Lock Wing FIPxPIP (Lock-On) Fireside 2 - Meter Box Cover 11 - Outer Cover Piece Concrete Meter Box 6 - Concrete Read Lid 1 - Hydrant J-3765 6 Hole 4 X 2-1/2 X2-1/2 5 - Gasket Drop In 1/8 Thick 10' 10 - Gasket Drop In 1/8 Thick 12' 9 - Gasket Drop In FLG 12 15 - Gasket Drop In FLG 10 2- 08 FLG 45 Elbow 22 - Gasket Drop In 1/8 Thick 10'	09/05/2024	981.61 2,623.72 15,590.18 148.69 208.96 44.22 6,884.25 14.98 161.30 72.63 88.25 1,032.87 59.92
Total for this ACH Check for Vendor 10709:				27,911.58

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	11202	Orange County Winwater Works	09/05/2024	
	162718.02	3 - DI FLG X PE Spool Domestic 12x36		4,895.62
	164419.02	300 - Red Nipple Brass 1 X 06		4,008.30
	164419.02	500 - Red Nipple Brass 1 X Close		2,106.51
Total for this ACH Check for Vendor 11202:				11,010.43
15487	UB*05609	Wilberto Flores	09/05/2024	
		Refund Check		18.69
		Refund Check		32.03
		Refund Check		2.85
		Refund Check		36.85
		Refund Check		77.54
Total for Check Number 15487:				167.96
15488	UB*05608	Diana Hardcastle	09/05/2024	
		Refund Check		79.55
Total for Check Number 15488:				79.55
15489	UB*05610	Henkels & Mccoy West LLC	09/05/2024	
		Refund Check		582.44
		Refund Check		216.92
		Refund Check		126.53
		Refund Check		469.98
Total for Check Number 15489:				1,395.87
15490	10001	Action True Value Hardware	09/05/2024	
	08262024	Transmission & Distribution Small Tools Supplies		19.40
	08262024	Meter Maint & Service Supplies		65.78
	08262024	Maint & Repair - Pumping Equip Supplies		5.09
Total for Check Number 15490:				90.27
15491	10003	All Purpose Rental	09/05/2024	
	59369	Trench Rental - Service Repair		144.00
Total for Check Number 15491:				144.00
15492	10144	Also Inc	09/05/2024	
	LYUM1828499	Cleaning Mats/Air Fresheners 560 Magnolia Aug 2024		48.45
Total for Check Number 15492:				48.45
15493	10420	Amazon Capital Services, Inc.	09/05/2024	
	1C99-VLJL-3KW3	Telescoping Grade Rod		196.60
	1TT4-WTYQ-7FGV	Chlorine Test Kit		137.38
Total for Check Number 15493:				333.98
15494	10867	Arcosa Crushed Concrete	09/05/2024	
	ACCL1046172	Haul Away Used Asphalt - 4th St & Elm Ave		165.00
	ACCL1046362	Haul Away Used Asphalt - 4th St & Elm Ave		55.00
	ACCL1046562	Haul Away Used Asphalt - 4th St & Elm Ave		55.00
Total for Check Number 15494:				275.00
15495	10272	Babcock Laboratories Inc	09/05/2024	
	09032024	24 Copper/Lead Only		951.36
	09032024	4 Coliform Water Samples		208.12
	09032024	4 Nitrate Samples		79.24
	09032024	47 Coliform Water Samples		2,445.41
	09032024	15 General Physical Analysis Samples		594.60
	09032024	6 Copper/Lead Only		237.84
Total for Check Number 15495:				4,516.57



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15496	10271	Beaumont Ace Home Center	09/05/2024	
	08282024	NCRF/Canyon Pond Maintenance Supplies		38.64
	08282024	Maint & Repair - Pumping Equip Supplies		67.63
	08282024	Materials - 4th/Elm Pipeline Installation		23.68
	08282024	Transmission & Distribution Small Tools Supplies		323.25
	08282024	Meter Maint & Service Supplies		452.89
	08282024	Materials - 12th & Palm Refurbishment		87.89
	08282024	Production Small Tools Supplies		32.83
Total for Check Number 15496:				1,026.81
15497	10929	Brent Billingsley (ICS)	09/05/2024	
	1403	(96) 60lb Buckets of Accu-Tab Chlorine Tablets		18,950.40
Total for Check Number 15497:				18,950.40
15498	10822	Canon Financial Services, Inc	09/05/2024	
	34510936	Contract Charge - 08/01-08/31/2024 - 12th/Palm		235.78
	34511838	Contract Charge - 08/01-08/31/2024 - 851 E 6th St		238.56
	34511838	Meter Usage - 07/01-07/31/2024		161.63
Total for Check Number 15498:				635.97
15499	10016	City of Beaumont	09/05/2024	
	EP2024-0152	EP0152 - 545 Euclid Ave		500.96
Total for Check Number 15499:				500.96
15500	11228	D I Ready Cleaning Service, Inc	09/05/2024	
	162	Sep 2024 Janitorial Services for 851 E 6th St		290.00
	162	Sep 2024 Janitorial Services for 560 Magnolia		1,030.00
Total for Check Number 15500:				1,320.00
15501	11172	Daniels Tire Service, Inc	09/05/2024	
	200514227	Labor - Replace CAT Loader Tires		584.50
	200514227	Replace CAT Loader Tires		2,247.44
Total for Check Number 15501:				2,831.94
15502	10942	Diamond Environmental Services LP	09/05/2024	
	0005599179	Basin Handwash Station Rental - 39500 Brookside 08/19-09/15/2024		151.69
	0005605734	(1) Rental and Service Portable Restroom - 08/26-09/22/2024		95.33
	0005605735	(2) Rental and Service Handicap Portable Restroom 08/26-09/22/24		341.55
Total for Check Number 15502:				588.57
15504	11199	iFlow Inc	09/05/2024	
	103356	3" Hydrant Meter with Backflow		9,904.33
Total for Check Number 15504:				9,904.33
15505	10809	Inner-City Auto Repair & Tires	09/05/2024	
	6106	A/C Compressor Service - Unit 10/OD 140,346		954.82
	6106	Labor - A/C Compressor Service - Unit 10/OD 140,346		825.00
Total for Check Number 15505:				1,779.82
15506	10056	RDO Equipment Co. Trust# 80-5800	09/05/2024	
	P7745835	Parts - John Deere Disc Tractor		263.06
Total for Check Number 15506:				263.06
15507	11251	Reyes Transport, LLC	09/05/2024	
	1535	Class II Base - 4th & Elm Ave Refurbishment		6,760.00
Total for Check Number 15507:				6,760.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15508	10095 202407000339	Riverside County Dept of Waste Resources Misc. Building Waste	09/05/2024	59.70
Total for Check Number 15508:				59.70
15509	10527 64004668	Robert Half Talent Solutions Engineering Admin Temp - 08/19-08/22/2024	09/05/2024	1,592.80
Total for Check Number 15509:				1,592.80
15510	10317 514572 515949 515949	Robertson's Ready Mix Sand - 4th & Elm Ave Pipeline Project Sand for Main Line Repairs Sand for Main Line Repairs	09/05/2024	632.61 695.57 695.57
Total for Check Number 15510:				2,023.75
15511	10689 238618	Safety Compliance Company Safety Meeting - Electrical Safety - 08/07/2024	09/05/2024	250.00
Total for Check Number 15511:				250.00
15512	10290 24-00293	San Gorgonio Pass Water Agency 733 AF @ \$399 for July 2024	09/05/2024	292,467.00
Total for Check Number 15512:				292,467.00
15513	11131 1606-1 1716-8 1717-6	Sherwin-Williams Company Caulk - 12th & Palm Refurbishment Filters - Paint Respirator Paint Brushes - Various Projects	09/05/2024	43.53 20.66 13.51
Total for Check Number 15513:				77.70
15514	11127 08312024	Cenica Smith Mileage Reimbursement - C Smith Aug 2024	09/05/2024	10.18
Total for Check Number 15514:				10.18
15515	11255 40820-P13747-01	SR Bray LLC Atlas Copco Air Compressor	09/05/2024	30,368.68
Total for Check Number 15515:				30,368.68
15516	10447 OP# 23801	State Water Resources Control Board - DWOCP T3 Certificate Renewal - J Bean - OP# 23801	09/05/2024	90.00
Total for Check Number 15516:				90.00
15517	10758 156212010-0001	Sunbelt Rentals, Inc Hydraulic Excavator - Heavy Equipment Rental	09/05/2024	2,408.79
Total for Check Number 15517:				2,408.79
15518	10424 470327 470351	Top-Line Industrial Supply, LLC Hose and Brass Nipple Hydrant Adapter	09/05/2024	359.38 114.46
Total for Check Number 15518:				473.84
15519	10385 5702272 5703355 5703725 5703725	Waterline Technologies, Inc. - PSOC Chlorine - Well 29 Chlorine - Well 25 LMI Pump Parts LMI Pump Parts	09/05/2024	2,242.50 2,587.50 252.80 252.80
Total for Check Number 15519:				5,335.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15520	10753 08232024 08232024	Lona Williams Mileage Reimb - UWI Conf - L Williams - 08/21-08/23/2024 Meal Reimb - UWI Conf - L Williams - 08/21-08/23/2024	09/05/2024	134.40 42.13
Total for Check Number 15520:				176.53
Total for 9/5/2024:				431,467.09
15521	11140 09092024	Ericka Enriquez Annual Benefits Fair 09/05/2024 - Reimbursement	09/09/2024	1,651.07
Total for Check Number 15521:				1,651.07
Total for 9/9/2024:				1,651.07
ACH	10288 157217792 157217792 157217792 157217792 157217801 157217801	CalPERS Health Fiscal Services Division Admin Fee for Retired Emp Health Ins Sept 2024 Admin Fee for Health Ins Sept 2024 Retired Employees Health Ins Sept 2024 Active Employees Health Ins Sept 2024 Admin Fee Non CalPers Member Health Ins Sept 2024 Active Non CalPers Member Health Ins Sept 2024	09/10/2024	13.65 176.33 2,545.58 73,471.48 5.40 2,250.17
Total for this ACH Check for Vendor 10288:				78,462.61
ACH	10894 0001737537	Liberty Dental Plan Liberty Dental - Sept 2024	09/10/2024	488.30
Total for this ACH Check for Vendor 10894:				488.30
ACH	10901 220420 53996	Ameritas Life Insurance Corp. Ameritas Dental Sept 2024 Ameritas Vision Sept 2024	09/10/2024	2,204.20 539.96
Total for this ACH Check for Vendor 10901:				2,744.16
ACH	10902 56258800	Colonial Life Col Life Premiums Aug 2024	09/10/2024	5,625.88
Total for this ACH Check for Vendor 10902:				5,625.88
ACH	10903 4739654936	The Lincoln National Life Insurance Company Life & ADD EE/ER Insurance Sept 2024	09/10/2024	682.82
Total for this ACH Check for Vendor 10903:				682.82
Total for 9/10/2024:				88,003.77
ACH	10901 229520 58296	Ameritas Life Insurance Corp. Ameritas Dental Sept 2024 Ameritas Vision Sept 2024	09/11/2024	91.00 43.00
Total for this ACH Check for Vendor 10901:				134.00
Total for 9/11/2024:				134.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10030	Southern California Edison	09/12/2024	
	700154530138Aug	Electricity 06/21/24 to 07/23/24 - Well 25		70,998.95
	700154530138Aug	Electricity 07/16/24 to 08/13/24 - 851 E 6th St		490.48
	700154530138Aug	Electricity 07/19/24 to 08/18/24 - 815 E 12th Ave		832.74
	700154530138Aug	Electricity 07/24/24 to 08/21/24 - Wells		199,183.47
	700154530138Aug	Electricity 06/21/24 to 07/23/24 - Wells (Prior Month)		29,244.42
	700154530138Aug	Electricity 07/24/24 to 08/21/24 - 9781 Avenida Miravilla		521.06
	700154530138Aug	Electricity 07/24/24 to 08/21/24 - 560 Magnolia Ave		6,243.56
Total for this ACH Check for Vendor 10030:				307,514.68
ACH	10031	Staples Business Advantage	09/12/2024	
	6009871243	Office Supplies		11.83
	6009871244	Office Supplies		40.50
	6010583404	Office Supplies		7.96
	6010583405	Office Supplies		51.71
	6010583406	Office Supplies		33.07
Total for this ACH Check for Vendor 10031:				145.07
ACH	10052	Home Depot Credit Services	09/12/2024	
	0010217	Materials - 12th & Palm Refurbishment		27.99
	0010217	Brad Nailer - Unit 17		95.90
	0023161	Lumber - 12th & Palm Refurbishment		123.36
	0023190	Door - 12th & Palm Refurbishment		165.90
	4611169	Tables & Hose		298.34
	9010310	Lumber - 12th & Palm Refurbishment		100.23
	9023353	Lumber - 12th & Palm Refurbishment		15.42
Total for this ACH Check for Vendor 10052:				827.14
ACH	10138	ARCO Business Solutions	09/12/2024	
	HW201 Sept 2024	ARCO Fuel Charges 09/03-09/09/2024		2,414.17
Total for this ACH Check for Vendor 10138:				2,414.17
ACH	10743	Townsend Public Affairs, Inc	09/12/2024	
	22132	Consulting Services - Sept 2024		5,000.00
Total for this ACH Check for Vendor 10743:				5,000.00
ACH	10087	EDD	09/12/2024	
	0-004-321-424	2nd Quarter UI Claim		2,686.00
Total for this ACH Check for Vendor 10087:				2,686.00
ACH	10085	CalPERS Retirement System	09/12/2024	
	1002732322	PR Batch 00001.09.2024 CalPERS 8% EE Paid		2,199.29
	1002732322	PR Batch 00001.09.2024 CalPERS ER PEPRA		8,302.18
	1002732322	PR Batch 00001.09.2024 CalPERS 8.25% EE PEPRA		7,936.60
	1002732322	PR Batch 00001.09.2024 CalPERS 7% EE Deduction		1,192.63
	1002732322	PR Batch 00001.09.2024 CalPERS 1% ER Paid		170.37
	1002732322	PR Batch 00001.09.2024 CalPERS 8% ER Paid		1,155.01
	1002732322	PR Batch 00001.09.2024 CalPERS ER Paid Classic		10,389.88
Total for this ACH Check for Vendor 10085:				31,345.96
ACH	10087	EDD	09/12/2024	
	0-721-547-408	PR Batch 00001.09.2024 State Income Tax		7,405.90
	0-721-547-408	PR Batch 00001.09.2024 CA SDI		1,892.20
Total for this ACH Check for Vendor 10087:				9,298.10

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10094 270465661221594 270465661221594 270465661221594 270465661221594	U.S. Treasury PR Batch 00001.09.2024 Medicare Employer Portion PR Batch 00001.09.2024 Federal Income Tax PR Batch 00001.09.2024 FICA Employee Portion PR Batch 00001.09.2024 FICA Employer Portion PR Batch 00001.09.2024 Medicare Employee Portion	09/12/2024	2,522.24 18,579.80 10,152.82 10,152.82 2,522.24
Total for this ACH Check for Vendor 10094:				43,929.92
ACH	10141 49601084	Ca State Disbursement Unit PR Batch 00001.09.2024 Garnishment	09/12/2024	379.84
Total for this ACH Check for Vendor 10141:				379.84
ACH	10203 VB1450PP19 2024	Voya Financial PR Batch 00001.09.2024 Deferred Comp	09/12/2024	450.00
Total for this ACH Check for Vendor 10203:				450.00
ACH	10264 1002732325 1002732325 1002732325 1002732325 1002732325	CalPERS Supplemental Income Plans PR Batch 00001.09.2024 100% Contribution PR Batch 00001.09.2024 ROTH-Post-Tax PR Batch 00001.09.2024 457 Loan Repayment PR Batch 00001.09.2024 CalPERS 457 % PR Batch 00001.09.2024 CalPERS 457	09/12/2024	547.45 275.00 89.65 32.19 2,331.50
Total for this ACH Check for Vendor 10264:				3,275.79
ACH	10984 1725994122314	MidAmerica Administrative & Retirement Solutions PR Batch 00001.09.2024 401(a) Deferred Comp	09/12/2024	1,176.28
Total for this ACH Check for Vendor 10984:				1,176.28
ACH	11152 806252	Sterling Health Services, Inc PR Batch 00001.09.2024 Flexible Spending Account (PT)	09/12/2024	541.67
Total for this ACH Check for Vendor 11152:				541.67
2261	11155 2024-9	CICCS PR Batch 00001.09.2024 Emp Assistance Program	09/12/2024	99.32
Total for Check Number 2261:				99.32
15522	UB*05613	Luis Diaz Refund Check	09/12/2024	299.16
Total for Check Number 15522:				299.16
15523	UB*05611	Ryan Lakes Refund Check	09/12/2024	55.40
Total for Check Number 15523:				55.40
15524	UB*05612	Nou Yang Refund Check	09/12/2024	56.89
Total for Check Number 15524:				56.89
15525	10003 59506	All Purpose Rental Trencher Rental - Elm Ave Pipeline Project	09/12/2024	168.00
Total for Check Number 15525:				168.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15526	10144 LYUM1831426	Alsco Inc Cleaning Mats/Air Fresheners 560 Magnolia Sept 2024	09/12/2024	48.45
Total for Check Number 15526:				48.45
15527	10420 16LY-WNVM-FY69 16LY-WNVM-FY69 1HHW-7K7H-MFPG 1QNH-19LM-4LPM	Amazon Capital Services, Inc. Apple Pencil for Field Staff iPads Work Pants - Field Staff Office Supplies Hot Water Tank - 560 Magnolia Ave	09/12/2024	107.74 206.88 43.21 489.67
Total for Check Number 15527:				847.50
15528	10272 09112024 09112024	Babcock Laboratories Inc 18 Coliform Water Samples 1 Speciation Sample	09/12/2024	936.54 104.04
Total for Check Number 15528:				1,040.58
15529	10271 09102024 09102024 09102024 09102024 09102024 09102024 09102024 09102024	Beaumont Ace Home Center Maint & Repair - Pumping Equip Supplies Maint & Repair - 560 Magnolia Ave Supplies General Supplies General Safety Supplies Lab Testing Supplies Production Small Tools Supplies Construction in Progress Maint & Repair - General Building Supplies	09/12/2024	223.70 42.08 87.95 32.31 99.63 72.17 88.95 53.69
Total for Check Number 15529:				700.48
15530	10774 837811 837812 837813 837815	Jesus Camacho (25) Truck Washes Aug 2024 (25) Truck Washes Aug 2024 (25) Truck Washes Aug 2024 (25) Truck Washes Aug 2024	09/12/2024	310.00 310.00 310.00 310.00
Total for Check Number 15530:				1,240.00
15531	10016 09032024 EP2024-0133 EP2024-0141	City of Beaumont Annual Encroachment Permit - 09/03/2024-09/02/2025 EP0133 - 951 E 9th St EP0141 - 718 Edgar Ave	09/12/2024	3,660.00 500.96 500.96
Total for Check Number 15531:				4,661.92
15532	10600 09052024	Gaicho Pest Control Inc. NCR I Rodent Control Sept 2024	09/12/2024	1,000.00
Total for Check Number 15532:				1,000.00
15533	10809 6179 6179	Inner-City Auto Repair & Tires Oil/Filter - Unit 33/OD 92,353 Labor - Oil/Filter - Unit 33/OD 92,353	09/12/2024	86.11 30.00
Total for Check Number 15533:				116.11
15534	10527 64059301	Robert Half Talent Solutions Engineering Admin Temp - 09/03-09/05/2024	09/12/2024	1,194.60
Total for Check Number 15534:				1,194.60
15535	10447 OP# 44874	State Water Resources Control Board - DWOCP T1 Certificate Renewal - J McCarty - OP# 44874	09/12/2024	55.00
Total for Check Number 15535:				55.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15536	11256 1117	Water Resources Economics Rate Study - August 2024	09/12/2024	3,000.00
Total for Check Number 15536:				3,000.00
Total for 9/12/2024:				423,568.03
ACH	10052	Home Depot Credit Services	09/19/2024	
	1011057	Materials - 12th & Palm Refurbishment		480.97
	2024044	Materials - 12th & Palm Refurbishment		332.47
	2611409	Plumbing Tool - Unit 17		11.59
	2611409	Materials - 12th & Palm Refurbishment		44.88
	3010806	Plumbing Supplies - 12th & Palm Refurbishment		243.15
	3023940	Plumbing Supplies - 12th & Palm Refurbishment		27.80
	7024508	Materials - 12th & Palm Refurbishment		1,050.34
	7024514	Materials - 12th & Palm Refurbishment		112.09
	1520334	AMR/AMI Antenna Installation		57.65
Total for this ACH Check for Vendor 10052:				2,303.29
ACH	10138	ARCO Business Solutions	09/19/2024	
	HW201 Sept 2024	ARCO Fuel Charges 09/10-09/16/2024		2,690.38
Total for this ACH Check for Vendor 10138:				2,690.38
Total for 9/19/2024:				4,993.67
ACH	10781	Umpqua Bank	09/20/2024	
	10019	C R & R Incorporated		
		Monthly Charges 3 YD Commercial Bin - Cherry Yard - Aug 2024		310.41
		Monthly Charges 3 YD Commercial Bin - 39500 Brookside - Aug 2024		310.41
		Monthly Charges 3 YD Locked Recycle - 39500 Brookside - Aug 2024		98.46
	10037	Waste Management Of Inland Empire		
		Recycling Dumpster Charges - 815 E 12th Aug 2024		109.77
		Organics Cart Charges - 815 E 12th Aug 2024		61.31
		Yard Dumpsters - 815 E 12th Aug 2024		362.43
		Monthly Sanitation - 560 Magnolia Aug 2024		133.30
		Recycling Dumpster Charges - 560 Magnolia Aug 2024		109.77
	10116	Verizon Wireless Services LLC		
		Cell Phone/iPad Charges for July 2024		1,970.57
	10171	Riverside Assessor - County Recorder		
		NOE - Cherry Valley Boulevard		102.28
	10219	Pumping Solutions Inc		
		Wilden Wet Repair Kits		1,278.06
	10233	Pro-Pipe & Supply		
		30 - PVC Pipe Wrap Roll		309.22
	10274	Beaumont Chamber of Commerce		
		Refund - 2024 State of the District - A Ramirez		-100.00
		2024 State of the City - M Swanson		75.00
		Chamber Breakfast - Sept 2024 - L Williams		25.00
		Chamber Breakfast - Sept 2024 - D Slawson		25.00
		Chamber Breakfast - Sept 2024 - D Hoffman		25.00
	10284	Underground Service Alert of Southern California		
		114 New Ticket Charges June 2024		199.50
		Monthly Maintenance Fee		10.00
		131 New Ticket Charges July 2024		242.35
		Monthly Maintenance Fee		10.00
	10319	ACWA Joint Powers Insurance Authority		
		ACWA Fall Conf - L Williams 12/02-12/05/2024		899.00
		ACWA Fall Conf - D Slawson 12/02-12/05/2024		899.00
	10335	Beaumont Safe & Lock		
		Rekey Lock Cylinder - 12th & Palm		71.19

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	10338	California Special Districts Association		
		Board's Role in Finance Workshop - A Ramirez 09/25-09/26/2024		230.00
		Board Secretary/Clerk Conf - L Kerney 10/21-10/23/2024		720.00
		Board's Role in Finance Workshop - S Molina 09/25-09/26/2024		230.00
	10349	Redlands-Yucaipa Rentals, Inc		
		Chipper Rental - Edgar Canyon		436.84
	10409	Stater Bros		
		Water for Board Meetings		20.76
	10420	Amazon Capital Services, Inc.		
		iPad Case - Field Staff		32.30
	10546	Frontier Communications		
		07/25-08/24/2024 Aug FIOS/FAX 851 E 6th Street		354.99
		07/10-08/09/2024 July FIOS/FAX 12th/Palm		560.48
		07/25-08/24/2024 Aug FIOS/FAX 560 Magnolia Ave		522.93
	10588	Marriott Hotels		
		Hotel - ACWA Fall Conf - L Williams 12/02-12/05/2024		537.86
		Hotel - ACWA Fall Conf - D Slawson 12/02-12/05/2024		647.49
	10596	Tractor Supply Co		
		Materials - 4th/Elm Pipeline Installation		215.44
		Locks, Ball Valve, and Hooks		286.55
	10623	WP Engine		
		Web Host for BCVWD Website Aug 2024		3.68
		Web Host for BCVWD Website Aug 2024		290.00
	10692	MMSoft Design		
		Network Back-Up Software Aug 2024		808.86
		Network Monitoring Software Aug 2024		311.38
	10784	Autodesk, Inc		
		Auto CAD Software 851 E 6th St - Aug 2024		250.00
		Auto CAD Software 851 E 6th St - Aug 2024		1,050.00
	10790	Microsoft		
		Monthly Microsoft Office License - Aug 2024		1,156.14
		Monthly Microsoft Office License - Aug 2024		450.00
		Monthly Microsoft Office License - Aug 2024		16.40
		Monthly Microsoft Office License - Aug 2024		15.00
	10817	Autozone		
		Door Mirror - Unit 41		45.70
		Towels		19.39
	10834	Dickson		
		Pressure Data Logger/Snubber/Calibration		1,765.98
	10840	Ready Fresh (Arrowhead)		
		Water - 07/23-08/22/2024 - 851 E 6th St		159.16
	10865	CPS HR Consulting		
		HR Training/Classification and Compensation - S Molina		310.00
	10892	Zoom Video Communications, Inc.		
		(10) Video Conference - Sept 2024		226.49
	10913	TypeForm S.L.		
		Refund - Annual Renewal - Form Builder for Website		-640.14
	10918	Apple.com		
		Cloud Storage - iPads		9.99
	10926	SSD Alarm		
		Alarm Equip/Rent/Service/Monitor - 39500 Brookside Ave		78.00
		Alarm Equip/Rent/Service/Monitor - 11083 Cherry Ave		71.73
		Alarm Equip/Rent/Service/Monitor - 39500 Brookside Ave		300.53
		Alarm Equip/Rent/Service/Monitor - 851 E. 6th		93.67
		Alarm Equip/Rent/Service/Monitor - 815 12th Street		150.70
		Alarm Equip/Rent/Service/Monitor - 560 Magnolia Ave		437.02
	10978	Nextiva, Inc.		
		Monthly Phone Service Aug 2024		3,299.30
	11001	Keeper Security, Inc		
		Annual Renewal - Password Monitor		2,250.00
	11086	Cla Valve		
		Annual Calibration - 2 Backflow Test Gauges		240.00
	11094	Al's Kubota Tractor		
		Leaf Blower		727.54
	11133	ARC Document Solutions		
		Large Scale Plans - Noble Tank Pipeline		362.04

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	11150	Renaissance Esmeralda Hotel - CSDA Annual Conf - S Molina 09/08-09/12/2024		247.54
		Hotel - CSDA Annual Conf - L Williams 09/08-09/12/2024		772.62
	11157	FRANCOTYP-POSTALIA INC Postage- Postage Machine		414.00
		Quarterly Rental - Postage Machine		112.28
	11169	Space Exploration Technologies Corp Back Up Internet - Aug 2024		750.00
		Back Up Internet - Sept 2024		750.00
	11193	Mitsogo, Inc Cyber Security - iPads - Aug 2024		67.50
	11216	DNS Filter Monthly Spam Filter - Aug 2024		225.00
	11233	Canva US, Inc Graphic Design Software Subscription - Public Outreach Aug 2024		37.81
	11234	File Invite Limited Monthly Secure Storage/Secure File Transfer - Sept 2024		1,145.83
	11240	Adobe Acrobat Pro Subscription September 2024		719.70
	11248	Cornerstone BBQ Birthday Club Reimbursement		258.38
	11252	OpenAI, LLC ChatGPT Subscription - Sept 2024		264.76
	11271	Paradise Point Resort & Spa Overage Refund - UWI Conf - D Slawson 08/21-08/23/2024		-58.00
		Hotel - UWI Conf - D Slawson 08/21-08/23/2024		953.26
		Parking - UWI Conf - A Ramirez 08/21-08/23/2024		178.24
		Parking - UWI Conf - L Williams 08/21-08/23/2024		178.24
	11273	Aleman's Dumpster Services Corp. Roll Off Dumpster - 12h & Palm Refurbishment		824.00
	11274	Banning Glass Mirror & Screen Window Glass - 12h & Palm Refurbishment		83.76
	11275	Academy of Zarathom Certification Renewal Courses - J Bean		199.70
Total for this ACH Check for Vendor 10781:				34,773.50
Total for 9/20/2024:				34,773.50
ACH	10085	CalPERS Retirement System	09/26/2024	
	1002743487	PR Batch 00002.09.2024 CalPERS ER Paid Classic		10,366.75
	1002743487	PR Batch 00002.09.2024 CalPERS 1% ER Paid		172.65
	1002743487	PR Batch 00002.09.2024 CalPERS 7% EE Deduction		1,208.59
	1002743487	PR Batch 00002.09.2024 CalPERS 8.25% EE PEPRA		7,961.41
	1002743487	PR Batch 00002.09.2024 CalPERS 8% EE Paid		2,170.55
	1002743487	PR Batch 00002.09.2024 CalPERS 8% ER Paid		1,155.01
	1002743487	PR Batch 00002.09.2024 CalPERS ER PEPRA		8,328.12
Total for this ACH Check for Vendor 10085:				31,363.08
ACH	10087	EDD	09/26/2024	
	1-561-335-952	PR Batch 00002.09.2024 State Income Tax		6,731.66
	1-561-335-952	PR Batch 00002.09.2024 CA SDI		1,812.12
Total for this ACH Check for Vendor 10087:				8,543.78
ACH	10094	U.S. Treasury	09/26/2024	
	270467055535986	PR Batch 00002.09.2024 FICA Employer Portion		9,866.89
	270467055535986	PR Batch 00002.09.2024 Federal Income Tax		16,887.55
	270467055535986	PR Batch 00002.09.2024 FICA Employee Portion		9,866.89
	270467055535986	PR Batch 00002.09.2024 Medicare Employer Portion		2,455.36
	270467055535986	PR Batch 00002.09.2024 Medicare Employee Portion		2,529.57
Total for this ACH Check for Vendor 10094:				41,606.26

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10141 49771729	Ca State Disbursement Unit PR Batch 00002.09.2024 Garnishment	09/26/2024	379.84
Total for this ACH Check for Vendor 10141:				379.84
ACH	10203 VB1450PP20 2024	Voya Financial PR Batch 00002.09.2024 Deferred Comp	09/26/2024	450.00
Total for this ACH Check for Vendor 10203:				450.00
ACH	10264 1002743494 1002743494 1002743494 1002743494 1002743494	CalPERS Supplemental Income Plans PR Batch 00002.09.2024 ROTH-Post-Tax PR Batch 00002.09.2024 457 Loan Repayment PR Batch 00002.09.2024 100% Contribution PR Batch 00002.09.2024 CalPERS 457 % PR Batch 00002.09.2024 457 Adjustment PR Batch 00002.09.2024 CalPERS 457	09/26/2024	275.00 117.15 821.18 182.99 137.50 2,331.50
Total for this ACH Check for Vendor 10264:				3,865.32
ACH	10984 1727304869875	MidAmerica Administrative & Retirement Solutions PR Batch 00002.09.2024 401(a) Deferred Comp	09/26/2024	1,176.28
Total for this ACH Check for Vendor 10984:				1,176.28
ACH	11152 808115	Sterling Health Services, Inc PR Batch 00002.09.2024 Flexible Spending Account (PT)	09/26/2024	541.67
Total for this ACH Check for Vendor 11152:				541.67
ACH	10031 6011827788 6011827789 6012300876	Staples Business Advantage IT Office Supplies Office Supplies IT Office Supplies	09/26/2024	764.92 67.89 27.47
Total for this ACH Check for Vendor 10031:				860.28
ACH	10052 0071716 0071716 4011744 4011744 4011767 5011622 5524701 6071499 6614105 9012359 H8987-326435 H8987-326465	Home Depot Credit Services Mixer Head - Unit 17 Materials - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment Pliers, T-Square - Unit 44 & 52 Electrical/Plumbing Parts - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment Electrical Parts - 12th & Palm Refurbishment Paper Towels - 851 E 6th St Materials - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment Materials - 12th & Palm Refurbishment Flooring - 12th & Palm Refurbishment	09/26/2024	39.45 43.72 1,065.67 67.73 364.95 500.01 107.83 69.99 396.25 47.93 218.71 2,497.77
Total for this ACH Check for Vendor 10052:				5,420.01
ACH	10138 HW201 Sept 2024	ARCO Business Solutions ARCO Fuel Charges 09/17-09/23/2024	09/26/2024	1,880.78
Total for this ACH Check for Vendor 10138:				1,880.78
ACH	10147 1275448	Online Information Services, Inc 229 Credit Reports for Aug 2024	09/26/2024	707.84
Total for this ACH Check for Vendor 10147:				707.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10284 820240056 820240056	Underground Service Alert of Southern California 141 New Ticket Charges Aug 2024 Monthly Maintenance Fee	09/26/2024	260.85 10.00
Total for this ACH Check for Vendor 10284:				270.85
ACH	10340 INV-00296610	County of Riverside Encroachment Permit - Noble Pipeline - IP210134	09/26/2024	2,500.00
Total for this ACH Check for Vendor 10340:				2,500.00
ACH	10350 220295 220350	NAPA Auto Parts Cabin Air Filter - Unit 51 Supplies - Unit 40	09/26/2024	42.55 11.29
Total for this ACH Check for Vendor 10350:				53.84
ACH	11038 35858993 35858994	Clark Pest Control Pest Control - 39500 Brookside Ave Pest Control - 815 E 12th St	09/26/2024	70.00 130.00
Total for this ACH Check for Vendor 11038:				200.00
15537	UB*05620	Sanchayan Banerjee Refund Check Refund Check Refund Check Refund Check Refund Check	09/26/2024	28.10 52.44 38.42 33.09 106.52
Total for Check Number 15537:				258.57
15538	UB*05622	City Of Beaumont Refund Check	09/26/2024	1,101.67
Total for Check Number 15538:				1,101.67
15539	UB*05616	CT & T Concrete Paving Inc Refund Check Refund Check	09/26/2024	138.51 2,437.86
Total for Check Number 15539:				2,576.37
15540	UB*05624	Henkels & Mccoy West LLC Refund Check	09/26/2024	1,966.34
Total for Check Number 15540:				1,966.34
15541	UB*05618	James Long Refund Check	09/26/2024	250.00
Total for Check Number 15541:				250.00
15542	UB*05619	Javier Martin Refund Check	09/26/2024	1,000.00
Total for Check Number 15542:				1,000.00
15543	UB*05623	Meritage Homes Refund Check Refund Check	09/26/2024	9.00 14.08
Total for Check Number 15543:				23.08

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15544	UB*05615	Meritage Homes of California Inc Refund Check Refund Check Refund Check Refund Check	09/26/2024	36.14 16.68 2,499.98 9.73
Total for Check Number 15544:				2,562.53
15545	UB*05625	Jessica Ovalles Refund Check	09/26/2024	148.08
Total for Check Number 15545:				148.08
15546	UB*05617	Steady Foundations INC Refund Check Refund Check Refund Check Refund Check	09/26/2024	28.80 17.49 19.62 14.08
Total for Check Number 15546:				79.99
15547	UB*05614	Marvin Stone Refund Check	09/26/2024	52.77
Total for Check Number 15547:				52.77
15548	UB*05621	Heather Tropez Refund Check	09/26/2024	250.00
Total for Check Number 15548:				250.00
15549	10000 246766 246768 246769	A C Propane Co Propane Refill Aug 2024 - 9781 Avenida Miravilla Propane Refill Aug 2024 - 13697 Oak Glen Rd Propane Refill Aug 2024 - 13695 Oak Glen Rd	09/26/2024	452.55 895.35 354.77
Total for Check Number 15549:				1,702.67
15550	10792 09262024	A-1 Financial Services October 2024 Rent - 851 E. 6th St Eng Office	09/26/2024	2,796.00
Total for Check Number 15550:				2,796.00
15551	10001 09252024 09252024 09252024 09252024	Action True Value Hardware Materials - 12th & Palm Refurbishment Small Tools, Parts, & Maint Transmission & Distribution Small Tools Supplies NCRF/Canyon Pond Maintenance Supplies	09/26/2024	24.21 100.18 13.10 7.41
Total for Check Number 15551:				144.90
15552	10420 11GK-WRVC-6XK3 16DC-CWDW-LFLN 16XM-G7J7-QXRK 1XCY-LMK4-XNL7	Amazon Capital Services, Inc. Air Filters - 560 Magnolia Ave Weather Station- 560 Magnolia Rubber Boots - Field Staff Rubber Boots - Field Staff	09/26/2024	264.84 654.21 947.07 130.26
Total for Check Number 15552:				1,996.38
15553	10272 09192024 09192024	Babcock Laboratories Inc 15 General Physical Analysis Samples 30 Coliform Water Samples	09/26/2024	594.60 1,560.90
Total for Check Number 15553:				2,155.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15554	10271	Beaumont Ace Home Center	09/26/2024	
	08292024	Materials - 12th & Palm Refurbishment		754.17
	08292024	Materials - 4th/Elm Pipeline Installation		383.05
	08292024	General Supplies		60.32
	09252024	Materials - 4th/Elm Pipeline Installation		383.07
	09252024	Lab Testing Supplies		124.04
	09252024	Transmission & Distribution Small Tools Supplies		148.23
	09252024	Materials - 12th & Palm Refurbishment		7.64
	09252024	Meter Maint & Service Supplies		44.79
	09252024	NCRF/Canyon Pond Maintenance Supplies		109.13
	09252024	Production Small Tools Supplies		31.23
	09252024	Materials - 12th & Palm Refurbishment		634.84
	09252024	Materials - 4th/Elm Pipeline Installation		410.11
Total for Check Number 15554:				3,090.62
15555	10305 B-289	Beaumont Basin Watermaster Dudek and ESRI Annual Subscription WM 24-30	09/26/2024	3,164.89
Total for Check Number 15555:				3,164.89
15556	10382 5497	Beaumont Power Equipment Inc Weed Trimmer Parts - Landscape Maintenance	09/26/2024	126.00
Total for Check Number 15556:				126.00
15557	11161 INV00402808	Boot Barn Holdings Boot Voucher Reimbursement - J Rogers	09/26/2024	200.00
Total for Check Number 15557:				200.00
15558	10822 35186195 35186195 35186774	Canon Financial Services, Inc Meter Usage - 08/01-08/31/2024 Contract Charge - 09/01-09/30/2024 - 851 E 6th St Contract Charge - 09/01-09/30/2024 - 12th/Palm	09/26/2024	314.12 238.56 235.78
Total for Check Number 15558:				788.46
15559	10728 WE.19.044-5	Cavanaugh & Associates, P.A. 2023 AWWA Water Audit Level 1 Validation	09/26/2024	4,000.00
Total for Check Number 15559:				4,000.00
15560	10016 261701 Jul-Aug	City of Beaumont Monthly Sewer Charges 07/01-09/01/2024	09/26/2024	23.22
Total for Check Number 15560:				23.22
15561	10266 18928	Cozad & Fox Inc. Design & Engineering Services - Noble Pipeline	09/26/2024	6,945.70
Total for Check Number 15561:				6,945.70
15562	10772 8048	CV Strategies Strategic Communication Services - August 2024	09/26/2024	981.25
Total for Check Number 15562:				981.25
15563	10942 0005678399	Diamond Environmental Services LP Basin Handwash Station Rental - 39500 Brookside 09/16-10/13/2024	09/26/2024	151.69
Total for Check Number 15563:				151.69
15564	11230 631530-4377109	Healthpointe Medical Group, Inc Pre-Employment Testing	09/26/2024	430.00
Total for Check Number 15564:				430.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15565	10337 20402	Hilltop Geotechnical, Inc Soil Compaction/Testing - Elm Ave	09/26/2024	6,778.00
Total for Check Number 15565:				6,778.00
15566	10995 25599 25606	Infinity Recycling & Materials Inc Class II Base - 4th & Elm Ave Class II Base - 4th & Elm Ave	09/26/2024	480.00 480.00
Total for Check Number 15566:				960.00
15567	10398 269773 269773 269774	Infosend, Inc Aug 2024 Processing Charges for Utility Billing Aug 2024 Supply Charges for Utility Billing Aug 2024 Postage Charges for Utility Billing	09/26/2024	1,074.49 797.94 6,537.21
Total for Check Number 15567:				8,409.64
15568	10809 6154 6154	Inner-City Auto Repair & Tires Labor - Oil/Filter/Battery - Unit 38/OD 58,367 Oil/Filter/Battery - Unit 38/OD 58,367	09/26/2024	80.00 351.44
Total for Check Number 15568:				431.44
15569	10696 263546	Innovative Document Solutions Canon Image Runner 08/01-08/31/2024 Overage Charge	09/26/2024	491.49
Total for Check Number 15569:				491.49
15570	10545 683821 683923 688490 688490	Itron, Inc Annual Hardware Maintenance 08/01/2024-07/31/2025 Temetra Portal 10001 08/01/2024-07/31/2025 Fixed Network Software - 10/01/2024-09/30/2025 Prepaid - Fixed Network Software -10/01/2024-09/30/2025	09/26/2024	3,002.08 18,550.00 4,186.45 46,050.51
Total for Check Number 15570:				71,789.04
15571	11100 13563183	Loomis Armored US, LLC Armored Truck Service - Sept 2024	09/26/2024	317.57
Total for Check Number 15571:				317.57
15572	11222 031626R 031626R 031626R	Ludwig Engineering Associates, Inc. Design & Eng Services - Elm Ave Pipeline Project Design & Eng Services - 11th St Pipeline Replacement Project Design & Eng Services - American Ave Pipeline Replacement Proj	09/26/2024	1,795.08 3,998.13 2,366.24
Total for Check Number 15572:				8,159.45
15573	10223 249080	Richards, Watson & Gershon Legal Services July 2024 Board Approval 9/18/2024	09/26/2024	11,437.00
Total for Check Number 15573:				11,437.00
15574	10171 24-242997	Riverside Assessor - County Recorder Aug 2024 Lien Fees	09/26/2024	40.00
Total for Check Number 15574:				40.00
15575	10527 64035788 64073103 64099883	Robert Half Talent Solutions Engineering Admin Temp - 08/26-08/29/2024 Engineering Admin Temp - 09/09-09/12/2024 Engineering Admin Temp - 09/16-09/19/2024	09/26/2024	1,592.80 1,194.60 1,592.80
Total for Check Number 15575:				4,380.20

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
15576	10689 238937 239823	Safety Compliance Company Safety Meeting - Eye Wash - 08/20/2024 Safety Meeting - GHS/SDS - 09/04/2024	09/26/2024	250.00 250.00
Total for Check Number 15576:				500.00
15577	10290 24-00294	San Gorgonio Pass Water Agency 1,498 AF @ \$399 for Aug 2024	09/26/2024	597,702.00
Total for Check Number 15577:				597,702.00
15578	10568 09112024	Daniel Slawson Mileage Reimbursement - CSDA Conf - D Slawson - 09/10-09/11/24	09/26/2024	121.40
Total for Check Number 15578:				121.40
15579	10758 158542719-0001	Sunbelt Rentals, Inc Hydro Static Test Pump Rental for 4th & Elm PLP 091	09/26/2024	168.95
Total for Check Number 15579:				168.95
15580	10424 470418	Top-Line Industrial Supply, LLC Band Clamp for Compressors	09/26/2024	38.25
Total for Check Number 15580:				38.25
15581	11276 50	Universal Green, LLC Landscape Contract Services - Aug 2024	09/26/2024	5,040.00
Total for Check Number 15581:				5,040.00
15582	11027 1185	Urban Water Institute, Inc Conference Registration - L Williams - 08/21-08/23/2024	09/26/2024	895.00
Total for Check Number 15582:				895.00
15583	10385 5707214 5707282 5707768	Waterline Technologies, Inc. - PSOC Chlorine - Well 29 Chlorine - Well 25 Credit - Chlorine - Well 29	09/26/2024	1,897.50 1,897.50 -2,242.50
Total for Check Number 15583:				1,552.50
15584	10651 41262	Weldors Supply and Steel, Inc Oxygen 125 Gas - Welding Trailer	09/26/2024	30.74
Total for Check Number 15584:				30.74
15585	10753 09122024	Lona Williams Mileage Reimbursement - CSDA Conf - L Williams - 09/10-09/12/24	09/26/2024	58.83
Total for Check Number 15585:				58.83
Total for 9/26/2024:				858,088.01
Report Total (251 checks):				1,941,283.31



**Beaumont-Cherry Valley Water District  
Board of Directors Special Meeting  
October 9, 2024**

**Item 3d**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Approval of Pending Invoices

---

**Staff Recommendation**

Approve the pending invoices totaling \$7,608.25

**Background**

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

**Fiscal Impact**

There is a \$7,608.25 impact to the District which will be paid from the 2024 budget.

**Attachment(s)**

1. Richards Watson Gershon Invoice #249684
2. Richards Watson Gershon Invoice #249685

Staff Report prepared by William Clayton, Finance Manager





T 213.626.8484  
F 213.626.0078  
Fed. I.D. No. 95-3292015

350 South Grand Avenue  
37th Floor  
Los Angeles, CA 90071

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BEAUMONT-CHERRY VALLEY WATER DISTRICT  
DAN JAGGERS, GENERAL MANAGER  
560 MAGNOLIA AVENUE  
BEAUMONT, CA 92223-2258

Invoice Date: September 26, 2024  
Invoice Number: 249685  
Matter Number: 12788-0008



*For professional services rendered through August 31, 2024*

Fees	2,840.80
Costs	0.00
<b>Total Amount Due</b>	<b>\$2,840.80</b>

**TERMS: PAYMENT DUE UPON RECEIPT**

**PLEASE RETURN THIS PAGE WITH YOUR REMITTANCE TO**

**RICHARDS, WATSON & GERSHON**  
350 South Grand Avenue, 37th Floor  
Los Angeles, CA 90071

**RICHARDS WATSON GERSHON**



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS**  
Thursday, July 25, 2024 at 6:00 p.m.

*Meeting held at 560 Magnolia Ave., Beaumont, CA  
pursuant to California Government Code Section 54950 et. seq.*

**Call to Order:** *Vice President Slawson opened the meeting at 6:01 p.m.*

*Pledge of Allegiance was led by Director Hoffman.*

*Invocation was given by Vice President Slawson.*

**Announcement and Verification of Remote Meeting Participation**  
*Director Ramirez was in attendance via teleconference from a posted location*

**Roll Call:**

Directors present:	Hoffman, Ramirez, Slawson, Williams (6:19 p.m.)
Directors absent:	Covington
Staff present:	General Manager Dan Jagers Assistant Director of Finance and Administration Sylvia Molina Director of Information Technology Robert Rasha Director of Engineering Mark Swanson Director of Operations James Bean Finance Manager William Clayton Engineering Assistant Evan Ward Engineering Assistant Khalid Sebai Development Services Technician Lilian Tienda Executive Assistant Lynda Kerney
Legal Counsel	Jim Markman

Members of the public who registered their attendance: Kevin Walton, Larry Smith, and Mickey Valdivia of the San Geronio Pass Water Agency, Maria Paren, Aldama family members, Gutierrez family members, and Crystal Wong

**Public Comment:** None

- Adjustments to the Agenda:**  
*Staff recommended tabling Item 16 Closed Session.*
- Will-Serve Letter for an Expansion to the Existing Beaumont Library Located on Riverside County Assessor’s Parcel Numbers (APNs 418-081-002, 418-081-003, 418-081-004, and 418-081-016 on the Southeast Corner of 8th Street and California Avenue**

Director of Engineering Mark Swanson introduced the proposed new building construction adjacent to the existing Library and additional water demands. He noted that one of the parcels has an existing residence with water service that will be demolished. Staff analyzed the current consumption and made estimates on proposed use, including credit for the house: 2.9 EDUs, a net zero change. To memorialize the service, it is considered a Continuation of Service, as Will Serve that may have existed back in the 1930s cannot be extended, Swanson explained.

Mr. Swanson noted the District reserves the right to perform a later water audit to assure that 2.9 EDUs is not exceeded. Director Hoffman asked if the District would instigate and oversee the audit; Mr. Swanson said staff would perform this function. Mr. Jaggars indicated that a decision is typically made on each individual development. The Library will be scheduled for audit in about five years. Higher use developments are monitored more frequently, he added.

Mr. Swanson indicated that any requirements for fire flow would be addressed by the applicant.

Public Comment: Ms. Crystal Wong with TSK Architects indicated she was available for questions.

Mr. Jaggars added that the Library is a public entity providing service to the community and staff is comfortable with the water demands as stated.

Vice President Slawson asked about the service configuration and dedicated irrigation lines, referencing the new Making Conservation a California Way of Life regulations. Mr. Swanson responded that there is a nonpotable line in 8th Street and a new, dedicated irrigation meter and line will be required.

*The Board approved the Will-Serve Letter for the proposed expansion to the Beaumont Library located on Riverside County Assessor’s Parcel Numbers (APN) 418-081-002, 418-081-003, 418-081-004, and 418-081-016 subject to payment of all deposits and fees to the District and securing all approvals from the City of Beaumont and furnishing of a Continuation of Service Letter per conditions as enumerated by the following roll-call vote:*

MOVED: Hoffman	SECONDED: Ramirez	APPROVED 3-0
AYES:	Hoffman, Ramirez, Slawson	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Covington, Williams	

6:19 p.m. Director Williams joined the meeting in the Board Room.

**3. Request for Extension of Will-Serve Letter for a Previously Approved Temporary Service Connection (APN 407-190-015) for a Property Located at 37325 Cherry Valley Boulevard**

General Manager Jaggars explained that agenda items 3, 4 and 5 are related to the previously Board-approved annexation and extension of permanent water service on



Cherry Valley Boulevard near the Sunny Cal Egg Ranch. These two parcels have overlie water rights in the Beaumont Basin adjudication. He reminded that the process had been delayed due to construction along Cherry Valley Boulevard (the Shopoff warehouse).

Mr. Swanson reminded that the Temporary Will-Service Letter (WSL) was issued on an emergency basis as there was no water at the property. The applicants now need to move forward with the LAFCO process which requires an active WSL for permanent service. Staff is providing assistance through the process.

Director Hoffman asked about disposition of the properties' water rights. Jagers stated that when the permanent service agreement is executed, the District will request water in-kind – a credit on the overlie right equal to what is provided to the properties. The original overlying party was Sunny Cal Egg Ranch, Hoffman recalled. In response to VP Slawson, Jagers added that the credit will be recognized by the Beaumont Basin Watermaster via submittal of a form.

VP Slawson offered the Aldama family an opportunity to address the Board. Ms. Maria Paren described the hardship of having no water and thanked the Board for providing water service.

*The Board approved the extension of Will-Serve Letter for the proposed Service Connection located on Riverside County Assessor's Parcel Number (APN) 407-190-015 within the Community of Cherry Valley, subject to payment of all deposits and fees to the District for a term of one year by the following roll-call vote:*

MOVED: Williams	SECONDED: Hoffman	APPROVED 4-0
AYES:	Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Covington	

**4. Request California Environmental Quality Act (CEQA) Notice of Exemption for the Service Connection Located at 37325 Cherry Valley Boulevard**

General Manager Jagers noted that the properties of agenda items 4 and 5 are existing houses with their own well / water supply. It is a straightforward CEQA exemption. This action is to provide the same water the houses have had, but in a different way. Director of Engineering Mark Swanson explained the LAFCO requirement for addressing CEQA.

*The Board accepted the findings of staff that the following Project is exempt from the California Environmental Quality Act and directed staff to file a Notice of Exemption from the Riverside County Clerk-Recorder:*

*Service Connection for the Property located at 37325 Cherry Valley Boulevard in the Community of Cherry Valley (Riverside County Assessor's Parcel No. 407-190-015)*

*by the following roll-call vote:*

MOVED: Williams	SECONDED: Hoffman	APPROVED 4-0
AYES:	Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Covington	

**5. California Environmental Quality Act (CEQA) Notice of Exemption for the Service Connection Located at 37321 Cherry Valley Boulevard**

Director of Engineering Mark Swanson explained this is the same CEQA process for the property two parcels to the east of the parcel in item 4 and will meet the LAFCO requirement.

*The Board accepted the findings of staff that the following Project is exempt from the California Environmental Quality Act and directed staff to file a Notice of Exemption from the Riverside County Clerk-Recorder:*

*Service Connection for the Property located at 37321 Cherry Valley Boulevard in the Community of Cherry Valley (Riverside County Assessor's Parcel No. 407-190-013)*

*by the following roll-call vote:*

MOVED: Hoffman	SECONDED: Ramirez	APPROVED 4-0
AYES:	Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Covington	

**6. Update: Cost of Services Study**

Assistant Director of Finance and Administration Sylvia Molina advised that the project is on track with the scope of services and is going well. A presentation to the Board is anticipated toward the end of August or in September. Consultant Water Resources Economics (WRE) has made some recommendations. Of concern are the unknowns such as impact of Chromium 6, PFAS, and conservation regulations which can have major impacts to the District.

WRE has recommended options:

1. Continue to work with staff and base proposed rates on best estimates of those impacts. There would be an annual review of rates and WRE would identify any deficits. The Board would then have to decide whether to reopen the study, which would have additional cost, or wait until the end of the five-year period
2. Split the study into two phases:
  - Phase 1: Identify financial plan and have a set rate across the board to cover the plan and keep the District on track for known expenses for two to three years, and

- Phase 2: Longer term planning when more information on the impacts is available and to have time to collect information for budget-based rates to discuss with the Board

WRE recommends Option 2 which would still be included with the current contract at no additional cost but would entail more meetings and proactive communication to the public, Ms. Molina explained. Mr. Jaggars added that Option 2 makes sense due to the uncertainties in projections which have significant impacts. It offers the benefit of time to understand the true needs.

Rate increases are needed due to inflationary costs, prior low projections in labor costs, Southern California Edison power costs, and more, which can be met under Option 2 which offers a more pragmatic approach, Jaggars noted. As an example, he noted the recent two-year rate study performed by Eastern Municipal Water District.

Director Hoffman opined that Option 2 seems the best path, as the Chromium 6 regulation will make demands that the District will need some time to experience and determine what type of approach to mitigate and meet the requirements.

Director Ramirez acknowledged the unknowns and said he appreciated the feedback on EMWD but did not want to mimic their action as their methodology was different than his constituents would be comfortable with.

By consensus, the Board directed staff to bring back rate study project options for formal consideration.

## **7. 2023 External Audit and Annual Comprehensive Financial Report**

Finance Manager William Clayton introduced a video presentation from the District's independent auditor, Rogers, Anderson, Malody & Scott, LLP (RAMS). The video presented the auditors' unmodified (clean) opinion on the District's financial statements for the year ended December 31, 2023, which is the highest level of assurance an audit firm can provide.

The results were reviewed in person with the Finance & Audit Committee, but RAMS representatives were unable to attend this meeting in person, Clayton noted. Director Hoffman reported that the Finance & Audit Committee was satisfied and felt it appropriate to bring this item to the full Board.

Director Ramirez said it was nice to see the continuous integrity placed on the District's accounting and thanked the Finance & Audit Committee.

Director Williams reiterated the review by the Finance & Audit Committee and VP Slawson acknowledged the work.

*The Board received and filed the independent auditors' unmodified (clean) opinion on the Beaumont-Cherry Valley Water District's (District) financial statements for the year ended December 31, 2023, included in the December 31, 2023 Annual Comprehensive Financial Report (ACFR) by the following roll-call vote:*

MOVED: Hoffman	SECONDED: Williams	APPROVED 4-0
AYES:	Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Covington	

**8. California Special Districts Association (CSDA) 2024 Board Elections: Vote to Elect a Representative to the CSDA Board of Directors in the Southern Network for Seat A**

*The Board cast a vote for Jo MacKenzie to the California Special District Association Board of Directors in the Southern Network for Seat A by the following roll-call vote:*

MOVED: Slawson	SECONDED: Williams	APPROVED 4-0
AYES:	Hoffman, Ramirez, Slawson, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Covington	

**9. Update: Presentation on BCVWD Capital Improvement Program**

Director of Engineering Mark Swanson presented a thorough third quarter report to the Board on District activities. He and Mr. Jagers discussed recently completed projects and ongoing projects and responded to questions from the directors. Swanson updated the Board on several projects upcoming, and several planned for the future.

Projects include:

- 5th Street pipeline recently finished
- Noble 24" Pipeline (Cherry from Dutton to new tank site) to commence soon
- Wells 1A and 2A experiencing contractor delays; maximizing opportunity to limit potential future exposure to Chromium 6
- Potential relocation of Noble well to avoid Chromium 6
- Requested a well site from the San Geronio Pass Water Agency at their recharge site
- 2023 Replacement of three pipelines
- B Line Upper Edgar Canyon pipeline
- Well feasibility and siting study
- 2017 Replacement pipelines: 6th Street going to bid soon
- Noble Creek Recharge Phase 2 Grading
- 2020-2021 Replacement pipelines – trying to stay ahead of City paving projects
- Tank coating and rehabilitation
- Pressure zone booster stations
- Nonpotable pressure regulating station and
- Chromium 6 regulation implementation
- District Operations Center

Director Hoffman stated he would like to learn more about Chromium 6. Mr. Jagers briefly addressed the topic and said he would provide more information.

## 10. Award of Contract for Landscape Maintenance Services

Mr. Jagers noted this type of contract has been executed over the past few years and this is a new recommendation.

Director of Operations James Bean recommended award of a 12-month contract to Universal Green LLC with option of a one-year extension to be authorized by the general manager.

Mr. Bean explained that different opportunities had been pursued in the past few years. He advised this contract had gone out for public bid and responses were received from three landscapers. Staff recommends the mid-range contractor based on analysis of the bids and previous experience with the lowest bidder.

Director Hoffman commented on weed control and asked what would be handled by staff as opposed to what the landscape contractor would perform. Mr. Bean noted that the Request for Proposal had identified specific locations for the contractor's work, expected activities and frequency of work at the sites. Director Hoffman reminded staff about concerns of nearby property owners regarding weed control and Mr. Bean noted that CALFIRE crews had previously maintained those areas, but staff is now addressing the areas that can be safely reached.

Director Hoffman cautioned about the presence of rattlesnakes and emphasized the safety of staff.

*The Board authorized the General Manager to execute a one (1) year contract for landscape maintenance services of \$60,480, with an optional General Manager-approved extension of one (1) year, and a contingency of approximately 10 percent for each year of \$6,050, for a total amount not to exceed \$66,600.00 (rounded) per year (12 months), with Universal Green, LLC by the following roll-call vote:*

MOVED: Hoffman	SECONDED: Williams	APPROVED 4-0
AYES:	Hoffman, Ramirez, Slawson, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Covington	

## 11. Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem, and Meeting Scheduling

Directors indicated interest in the following events:

- Riverside County Water Task Force on Sept. 27 – Ramirez, Slawson, Williams
- Water Education Foundation Annual Water Summit on Oct. 30 – Slawson (maybe), Ramirez (maybe), Williams (maybe)

- Beaumont Chamber of Commerce Breakfast on Aug. 9 - Hoffman
- ACWA Region 9 event on Aug. 13 – Slawson, Williams
- CSDA Webinar: Demystifying LAFCOs – Covington, Hoffman, Ramirez
- Riverside County 5<sup>th</sup> District Supervisor Yxtian Gutierrez State of the 5<sup>th</sup> District on Aug. 14 – Slawson, Ramirez (maybe)
- Building Industry Association of Orange County on Aug. 20 – Ramirez
- Urban Water Institute Aug. 21 to 23 – Ramirez, Slawson, Williams
- CSDA Conference Sept. 9 to 12 – Slawson, Williams
- Beaumont Chamber of Commerce State of the City dinner on Sept. 19 – all Board members attending
- CSDA workshop: Board’s Role in Finance on Sept. 26 and 26 – Ramirez (maybe), Slawson (maybe), Williams (maybe)

*The Board preapproved attendance of all directors at the following event for purposes of per diem and reimbursement of associated reasonable and necessary expenses per District policy:*

- *California Public Information Officers (CAPIO) webinar – Strategic Evolution: Unlock Success with a Client-Centric Model for Your Communications Team on July 31, 2024*

*by the following roll-call vote:*

MOVED: Slawson	SECONDED: Ramirez	APPROVED 4-0
AYES:	Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Covington	

Due to conflict with the Urban Water Institute, the Regular Board meeting scheduled for August 22 will be postponed to August 29. The Sept. 11 Regular Board meeting will remain as scheduled.

**12. Update: Making Conservation a California Way of Life (AB 1668 and SB 606)**

General Manager Jagers reminded that the State adopted the regulations in July and advised that staff is working through the ramifications. Adverse impacts to the District are a couple of years away but will be considered in the second phase of the rate study. Mr. Swanson added that there will be a webinar on the topic.

**13. Reports for Discussion and Possible Action**

a. Directors’ Reports:

*The following reports were provided:*

- i. Clean Transportation Program-ZEV Workshop Training on June 25, 2024 (Ramirez)
- ii. EV Infrastructure & Incentives: Energize and SCE on June 26, 2024 (Ramirez)
- iii. San Geronio Pass Water Agency Meeting on July 8, 2024 (Slawson)
- iv. San Geronio Pass Regional Water Alliance on July 24 (Slawson)



- v. Beaumont Chamber Breakfast on July 12, 2024 (Slawson, Williams)
  - vi. ACWA webinar on Mastering the Op-Ed on July 18, 2024 (Ramirez)
- b. Directors' General Comments: None.
- c. General Manager's Report:

In addition to the written report, Mr. Jagers reported:

- Use of artificial intelligence in District day-to-day tasks
- The draft Cooperative Agreement with the City of Beaumont regarding pricing standards has been sent to legal for review and may go to the City Council on August 20
- Mold remediation is moving forward at the 12th and Palm facility
- Pond maintenance is in progress at the Noble Creek Recharge Facility
- Budget process is proceeding

- d. Legal Counsel Report: None.

#### **14. Topic List for Future Meetings**

- Update / presentation on the AMR / AMI project
- Presentation on the San Bernardino Valley Resource Conservation District
- Presentation on solar power opportunities
- Sites Reservoir update
- Operations Center

#### **15. Announcements**

*Vice President Slawson called attention to the following announcements:*

- Finance & Audit Committee meeting: Thursday, Aug. 1 at 3 p.m.
- Beaumont Basin Watermaster Committee: Wednesday, Aug. 7 at 11 a.m.
- Regular Board meeting: Wednesday, Aug. 14 at 6 p.m.
- Personnel Committee meeting: Tuesday, Aug. 20 at 5:30 p.m.
- Engineering Workshop: Thursday, Aug. 29 at 6 p.m. (note change of date due to scheduling conflict)
- District offices will be closed Monday, Sept. 2 in observance of Labor Day

#### **16. Recess to Closed Session**

*Vice President Slawson tabled the following item. There was no discussion.*

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to California Government Code Section 54956.8  
Property: APNs 408-080-009, 408-080-010, 408-080,011, 480-080-012  
Agency Negotiator: Dan Jagers, General Manager  
Under Negotiation: Price and terms of payment



**17. Report on Action Taken During Closed Session**

*None. There was no closed session.*

**18. Adjournment**

*Vice President Slawson adjourned the meeting at 8:01 p.m.*

ATTEST:

DRAFT UNTIL APPROVED

DRAFT UNTIL APPROVED

---

Director John Covington, President  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District

---

Director Lona Williams, Secretary  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 4**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Resolution 2024-\_\_: Adjustment to the BCVWD Fiscal Year 2024 Operating Budget for Additional Water Supply Purchase

---

**Staff Recommendation**

Adopt Resolution 2024-\_\_ authorizing a mid-year adjustment to the Fiscal Year 2024 Operating Budget for State Water Project additional water supply purchases of up to 2,800 acre feet (af) in an amount not to exceed \$1,117,200.

**Executive Summary**

Board approval is requested to make a transfer from the District's Capital Replacement Reserve to account for the projected cost of the 2024 estimated water delivery costs above the budgeted amount. Under District policy, the General Manager may exercise discretion in the administration of the approved budget to respond to changed circumstances, provided that any single modification in excess of \$50,000 shall require approval by the Board.

**Background**

In September 2023, the District submitted a Supplemental Water Order to the San Geronio Pass Water Agency (SGPWA), the District's State Water Contractor, for 18,200 total acre-feet (af) of imported water which included a request for 11,200 af of estimated replenishment need, as well as an additional 7,000 af of replenishment for water removed from the District's storage account due to demands during the 2021-2022 drought. SGPWA and District staff estimate up to an additional 2,800 af may be available in 2024 for a total delivered quantity of 14,000 af in 2024.

Staff has typically budgeted purchases for water supply needs based on annual replenishment requirements and associated water rates from the SGPWA. The FY 2024 budget approved by the Board at its December 13, 2023 meeting included \$4,469,000 based on staff's estimate of needs and storage account replenishment at a cost of \$399 per af.

This Staff Report serves to summarize staff recommendations as well as anticipated costs associated with water purchases above the originally budgeted amount for 2024, and staff's associated request for a mid-year budget adjustment to meet the proposed purchase (above current replenishment needs) to secure additional water supply that can be delivered in 2024 to replenish water removed from the District's storage account in 2021 and 2022 in the amount of 2,800 af for a cost adjustment to the budget of \$1,117,200.

**Fiscal Impact**

As necessary, \$1,117,200 would be moved from the District's Capital Replacement Reserve to the Operating Budget for State Project Water Purchases to cover the cost associated with the replenishment water in the amount not to exceed 2,800 af.



**Attachment(s)**

1. Resolution 2024-\_\_ : Authorizing an Adjustment to the BCVWD Fiscal Year 2024 Operating Budget
2. SGPWA Supplemental Water Order Beaumont-Cherry Valley Water District Water Order for 2024

Staff Report prepared by William Clayton, Finance Manager

RESOLUTION 2024-\_\_

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2024 OPERATING BUDGET

WHEREAS, at its meeting on December 13, 2023, the Board of Directors of the Beaumont-Cherry Valley Water District approved Resolution 2023-33 Adopting the Fiscal Year 2024 Operating Budget and 2024-2028 Capital Improvement Budget for the Fiscal Year Ending December 31, 2024; and

WHEREAS, the Board of Directors has carefully reviewed the proposed amendment and finds it necessary and appropriate to balance and amend the 2024 approved District operating budget as designated below; and

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Beaumont-Cherry Valley Water District:

- 1. That \$1,117,299 is moved from the District's Capital Replacement Reserve to the Operating Budget for State Water Project Purchases, 01-40-410-500501
2. That the 2024 Fiscal Year Budget amendment described above in Item 1 is hereby incorporated into the adopted Fiscal Year 2024 budget as adopted on December 13, 2023 by Resolution 2023-33 of the Beaumont-Cherry Valley Water District.
3. The District's General Manager is authorized to take all necessary actions to implement the provisions of the amended FY 2024 Budget as adopted by this Resolution without further Board action.
4. The General Manager is directed to implement the intent of this Resolution as soon as reasonable following applicable procedures. The expenditure amounts designated as amended for FY 2024 are hereby appropriated and may be expended by the departments or funds for which they are designated.

ADOPTED this \_\_\_ day of \_\_\_, 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Director John Covington, President of the Board of Directors of the Beaumont-Cherry Valley Water District

Director Lona Williams, Secretary to the Board of Directors of the Beaumont-Cherry Valley Water District



## Attachment 2

Beaumont-Cherry Valley Water District  
560 Magnolia Avenue, Beaumont, CA 92223  
[www.bcvwd.org](http://www.bcvwd.org)

August 20, 2024

### Board of Directors

Andy Ramirez  
Division 1

Lona Williams  
Division 2

Daniel Slawson  
Division 3

John Covington  
Division 4

David Hoffman  
Division 5

Lance Eckhart, General Manager  
San Gorgonio Pass Water Agency  
1210 Beaumont Avenue  
Beaumont, California 92223

**Subject: SGPWA Supplemental Water Order  
Beaumont-Cherry Valley Water District Water Order for 2025**

Dear Mr. Eckhart,

The Beaumont-Cherry Valley Water District (BCVWD) is interested in a portion of available 2025 State Water Project (SWP) Table "A" supplies that may be available and has set forth our Water Order to represent that interest. The Water Year 2024 San Gorgonio Pass Water Agency (SGPWA) SWP 40 percent allocation is 6,920 acre-feet (af), and the SGPWA's Ventura Water Agreement currently providing access to up to 10,000 af of additional supplies as well as the Nickel Water Agreement for 1,700 af. With probable availability of continued SWP carryover water supplies, even with constrained delivery, it is imperative that all retail agencies and the SGPWA work collectively together to obtain all of the supply available to the region and place said supply in storage in the 2025 calendar year.

When available over most of the past nine years, BCVWD has ordered additional water supplies well above replenishment and drought-proofing needs by financing said order (when available) with District reserve funds. The District's objective has been to maximize local area supplies in the ground to aid in drought-proofing the region by maximizing recharge. As in the past, BCVWD plans for its Water Order during the 2025 calendar year to closely align with current replenishment need, with additional supply for replacement of water used during the recent drought period from the District's Beaumont Basin storage account, as well as providing some drought-proofing of new homes and future needs.

BCVWD further anticipates that the City of Banning and the Yucaipa Valley Water District (YVWD) will be ordering up to 2,250 af collectively to supply their 2025 water demands as follows:

**Table 1 – Estimated 2024 Water Orders for the City of Banning and YVWD**

	<b>Replenishment (AF) / Direct Recharge</b>	<b>Supplemental Water (AF) Recharge</b>	<b>Total Order (AF)</b>
Banning	1,500 to 2,000	0	(est. max) 2,000
Yucaipa	250	0	250
2025 Banning and YVWD Estimated Subtotal			<b>2,250</b>

BCVWD estimates that with an average delivery rate of **25.0 cfs** using both the District's Noble Creek Turnout and SGPWA's turnout, a water order of **20,000 to 25,000 AF** could be achieved and reasonably recharged in 12 months of operation.

**Water Order**

- BCVWD has a current projected replenishment need for 2025 of approximately **11,200 af** for direct replenishment of the Beaumont Basin Storage Account
- BCVWD also desires an additional **5,000 af** for replacement of water removed from the District's Beaumont Basin Watermaster account from 2021 to 2022 as well as for continued drought-proofing
- BCVWD may also be interested in up to **2,500 af** of additional supply if it is possible to convey and recharge additional, reasonably priced water supplies available in 2025 using available hydraulic capacity with the State Water Project facilities and using BCVWD facilities and/or SGPWA facilities

BCVWD estimates that approximately 20,000 to 25,000 af may be physically conveyed and recharged by BCVWD and the SGPWA in the 2025 delivery year based upon the current hydraulic constraints in the East Branch and the State Water Project.

Based upon the facts stated above, as well as no action by the SGPWA Board to establish a new imported water rate or change the current rate of \$399 per acre-foot, BCVWD makes the following conditional water order:

**Table 2 – BCVWD 2025 Conditional Water Order (1)**

<b>BCVWD Conditional Water Order</b>	<b>2025 Water Order (AF)</b>
SWP/Supplemental Water Order (based on projected demands)	11,200
Replacement of water removed from BBWM Storage Account and drought-proofing	5,000
<b>2025 Water Order Sub-Total</b>	<b>16,200</b>

(1) BCVWD's Conditional Water Order is based upon current rates of \$399 per acre-foot.

BCVWD may also be interested in 2,500 af of additional water if available and deliverable for recharge. BCVWD would look forward to discussing this water opportunity if available over the 2025 water year. Table 3 sets forth the District's additional interest.



**Table 3 – BCVWD 2024 Possible Additional Water Order (1)**

Possible Water Requested (if available and can be conveyed and recharged)	2,500 AF
---	----------

BCVWD reserves the right to modify the total water order amount in the event the SGPWA raises the wholesale water rate in 2025 from the current \$399 per af. Specifically, BCVWD staff may recommend that the BCVWD Board of Directors adjust the District's 2025 SGPWA Supplemental Water Order downward from 16,200 af to some volume more affordable upon any future rate increase adopted by the SGPWA Board.

Please call at (951) 845-9581, extension 217 if you have any questions or email me at [dan.jaggers@bcvwd.org](mailto:dan.jaggers@bcvwd.org).



**Daniel K. Jaggers**

**General Manager**

Beaumont-Cherry Valley Water District

Tel: ☎ (951) 845-9581 | Fax: (951) 845-0159

✉ Email: [info@bcvwd.org](mailto:info@bcvwd.org)





**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 5**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT:** **Resolution 2024-\_\_ : Acceptance of an Easement for District Facilities on behalf of BCVWD for an area north of Oak Valley Parkway and west of the I-10 Freeway**

---

**Staff Recommendation**

Adopt Resolution 2024-\_\_ Approving, Authorizing and Directing staff to accept an Easement for District-Owned Water Facilities once executed by the Applicant (grantor).

**Executive Summary**

The Grantor (Tri Pointe Homes IE-SD, Inc. A California Corporation) is in the process of constructing water improvements for their Project (Tracts 36307 and 36307-1). Multiple pipelines owned by other utilities (i.e. gas, Verizon, City sewer, SCE) and conduits are located within the existing roadway, including an existing 12' x 7.5' arch span storm drain which have posed alignment issues for the three (3) proposed transmission pipelines within this segment of Oak Valley Parkway. District staff worked with the Engineer of Record and identified a District-acceptable solution which requires an easement to operate and maintain District facilities on the developer's property. District policy requires Board approval to authorize the General Manager to execute the easement document once it is approved and signed by the Grantor.

**Background**

The Project consists of two tracts (Tract 36307 and 36307-1) which include a total of 268 single-family residential homes. The Project received a Will-Serve Letter (WSL) during the September 2020 Regular Board Meeting. The Grantor executed a Water Main Extension and Facilities Construction Agreement (Agreement) with the District on September 21, 2022, to construct the required water improvements to serve their Project. During the design process, multiple pipelines and other conduit owned by other utilities including an existing 12' x 7.5' arch span storm drain were identified within the Oak Valley Parkway right-of-way which has proven difficult to align three (3) proposed water transmission mains (two [2] 18-inch and one [1] 24-inch). District staff then worked with the Engineer of Record to determine a District-acceptable solution, which requires maneuvering the waterline out of the Oak Valley Parkway roadway and right-of-way, and onto the developer's property (see Attachment 4 – Tract 36307 Proposed Infrastructure Improvements). The Project construction is still ongoing, as there have been several delays due various utility crossing conflicts and material defects.

**Discussion**

District staff has worked with the Grantor and Engineer of Record to establish an appropriate easement boundary. The Grantor has informed District staff that a blanket easement for the affected parcel should be acceptable and easiest to convey. District staff has determined this proposal to be acceptable. The proposed blanket easement is shown in Attachment 5 of this



document. The easement ensures District staff entry to the property to operate and maintain these District-owned facilities. Board authorization is requested for the General Manager to execute the easement document once approved and signed by the Grantor. Should there be substantial changes or modifications to the easement document from what is presented as part of this Staff Report, District staff will present the easement document to the Board of Directors prior to the General Manager's execution.

Acceptance of Resolution 2024-\_\_ (Attachment 1) authorizes the General Manager to execute the Acceptance of said Easement for access, maintenance, and operation of District facilities located on the developer's parcel.

The Grant of Easement (Attachment 2), once recorded, will grant access to Beaumont-Cherry Valley Water District to access, operate and maintain the District-owned facilities located north of Oak Valley Parkway which are located within the limits of this parcel.

### **Fiscal Impact**

The granting of the easement will have no fiscal impact to the District. Recordation of the easement document package with the County and all associated costs will be paid by the Developer.

### **Attachments**

1. Resolution 2024-\_\_: Accepting an Easement for Public Utility Purposes
2. Grant of Easement for APN 400-020-042
3. Certificate of Acceptance
4. Tract 36307 Proposed Infrastructure Improvements
5. Proposed Easement Location

Staff Report prepared by Evan Ward, Civil Engineering Assistant

# Attachment 1

## RESOLUTION 2024-\_\_

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT ACCEPTING AN EASEMENT FOR PUBLIC UTILITY PURPOSES

**WHEREAS**, California Government Code (“Code”) Section 27281 provides that a deed or grant of any interest in or easement upon real property to a public agency such as Beaumont-Cherry Valley Water District (“District”) shall not be accepted for recordation without a consent of the District evidenced by a certificate or resolution of acceptance; and

**WHEREAS**, Code Section 27281 further provides that the District may authorize one or more officers and agents to accept and consent to such deeds or grants; and

**WHEREAS**, District Policies and Procedures, Part III, Section 15 requires approval of the Board of Directors for easement acceptance via a resolution; and

**WHEREAS**, a permanent easement is needed for the purpose of operating, servicing, maintaining or replacing potable and nonpotable water facilities within a portion of the parcel listed below; and

**WHEREAS**, property owner, Tri Pointe Homes IE-SD, Inc. A California Corporation, proposes to execute a Grant of Easement (“Easement”) in favor of the District (a copy of which is attached hereto as Attachment “A”); and

**WHEREAS**, the Board of Directors (“Board”) of the District desires to authorize Daniel K. Jagers, General Manager of the Beaumont-Cherry Valley Water District to accept and consent to the recordation of the Easement.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors of the Beaumont-Cherry Valley Water District finds and determines as follows:

1. That the District accepts the easement offered to it by the owners of the parcel hereinafter listed:

Riverside County Assessor’s Parcel 400-020-042

**NOW THEREFORE, BE IT FURTHER RESOLVED** that:

2. The Secretary of the Board shall cause a copy of this Resolution certified by the Secretary of the Board of Directors to be filed for record in the office of the Recorder of the County of Riverside, State of California;
3. Daniel K. Jagers, the District’s General Manager, is hereby authorized and directed to accept and consent to the recordation of the Easement on behalf of the District;
4. Daniel K. Jagers is hereby authorized to execute the Certificate of Acceptance attached to the Easement and to perform such other acts and deeds as may be necessary or convenient to effect the purposes of this Resolution and the transactions herein authorized.
5. This Resolution shall take effect immediately upon its adoption.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

---

Director John Covington, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

---

Director Lona Williams, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

Attachment A: Grant of Easement Between Beaumont-Cherry Valley Water District and Tri Pointe Homes IE-SD, Inc. A California Corporation

400-020-042

DRAFT

# Attachment 2

No Recording Fees Required Per  
Government Code Section 27383

RECORDING REQUESTED BY AND  
WHEN RECORDED MAIL TO:

BEAUMONT-CHERRY VALLEY WATER DISTRICT  
Post Office Box 2037  
Beaumont, California 92223

---

APN: 400-020-042      (Space above this line is for Recorders use)      FILE:  
TRA:  
DTT:

### Grant of Easement

This Grant of Easement ("Grant of Easement") is made this \_\_\_\_ day of \_\_\_\_\_, 2024, by Tri Pointe Homes IE-SD, Inc. A California Corporation formerly known as Pardee Homes, a California Corporation, (the "**Grantor**"), and the **BEAUMONT-CHERRY VALLEY WATER DISTRICT**, a public agency of the State of California (the "**Grantee**").

### RECITAL

The Grantor is the owner of a parcel of land (the "Property") described as **Exhibit "A"**.

### TERMS OF EASEMENT

The Grantor does hereby grant and convey unto said Grantee, its successors and assigns forever, a **5.151 acre** permanent easement, to install, repair, replace, reconstruct, and perpetually use, maintain and operate **Potable and Non-Potable Water Transmission Pipelines** with appurtenances, and improvements, being hereinafter sometimes collectively called the "Facilities", under and through the following described property in the County of Riverside, California, hereinafter referred to as the "Easement":

As described in **Exhibit "A"** and shown on **Exhibit "B"** attached hereto and made a part hereof.

Subject to matters of record, to have and to hold, the above-described Easement together with all and singular, the rights and appurtenances thereto in anywise belonging unto the said Grantee, its successors and assigns forever; and Grantor is hereby bound, together with all successors and assigns, subject to matters of record, to warrant and forever defend the above described Easement and rights unto Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

However, Grantor hereby represents and warrants the Grantee that there are no deeds of trust, judgement liens, mechanics liens, or other liens encumbering the Property, and that there are no other easements or rights that would interfere with the rights granted herein.

Such rights and Easement shall be covenants running with the land and be binding upon the Grantor and Grantee, their successors, assigns, and successors-in-interest.

This Grant of Easement shall carry with it the right of ingress and egress to and from the Easement at all reasonable times, with the right to use the land(s) for the purpose of constructing, reconstructing, installing, operating, inspecting, repairing, and maintaining the Facilities; and the removal or replacement of same either in whole or in part.

Grantor reserves the right to full use and enjoyment of the property encumbered by the Easement except as otherwise provided herein. Grantor's use shall not hinder, conflict, or interfere with the exercise of Grantee's rights hereunder. No building, reservoir, or permanent structure shall be constructed or maintained on said Easement. However, Grantor, its successors and assigns, may use the Easement Area for improvements such as surface drainage improvements, landscaping (provided trees are in compliance with City Code requirements and trees are not located within 15 feet of the facility alignment), and access areas. Grantor shall coordinate with Grantee regarding the specific location of trees within the Easement to ensure that such improvements will not interfere with Grantee's operation of its Facilities.

Grantor reserves the right to allow additional underground utilities and infrastructure to cross the Facilities, provided that the location of such additional utilities and infrastructure are in accordance with jurisdictional agency(ies) and District crossing requirements and are marked and identifiable. Grantor however, agrees not to collocate underground utilities and infrastructure in the Easement Area, except for the collocation of District owned water lines which is expressly permitted. For purposes of this Easement, "collocation" shall mean the parallel placement of other underground utilities and infrastructure within the Easement Area.

Grantee warrants to Grantor that the undersigned has the full power and authority to execute this Easement and fulfill its obligations under this Easement as a condition to the validity of this Easement. Grantor warrants to Grantee that the undersigned has the full power and authority to execute this Easement and fulfill its obligations under this Easement. The terms and provisions of this Easement run with the land and are binding upon and benefit the successors and assigns of Grantor and Grantee. When the context requires, singular nouns and pronouns include the plural.

WITNESS the following signature and seal:

Grantor:

***Tri Pointe Homes IE-SD, Inc., A California Corporation formerly known as Pardee Homes, A California Corporation***

By: \_\_\_\_\_  
Michael C. Taylor

\_\_\_\_\_  
Division President

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

Grantee:

***Beaumont Cherry Valley Water District***

By: \_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
TITLE

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

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me, \_\_\_\_\_,  
Notary Public, personally appeared \_\_\_\_\_,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

(Seal)



**Attachment 2b**

**EXHIBIT "A"  
LEGAL DESCRIPTION  
WATERLINE EASEMENT**

LOT 129 OF TRACT NO. 31288, IN THE CITY OF BEAUMONT, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 431, PAGES 89 THROUGH 103, INCLUSIVE, OF MAPS, RECORDS OF SAID COUNTY, LYING WITHIN SECTION 6, TOWNSHIP 3 SOUTH, RANGE 1 WEST, SAN BERNARDINO BASE AND MERIDIAN,

CONTAINING 5.162 ACRES, MORE OR LESS

SEE PLAT ATTACHED HERETO AS EXHIBIT "B" AND MADE A PART HEREOF.  
PREPARED UNDER MY SUPERVISION.

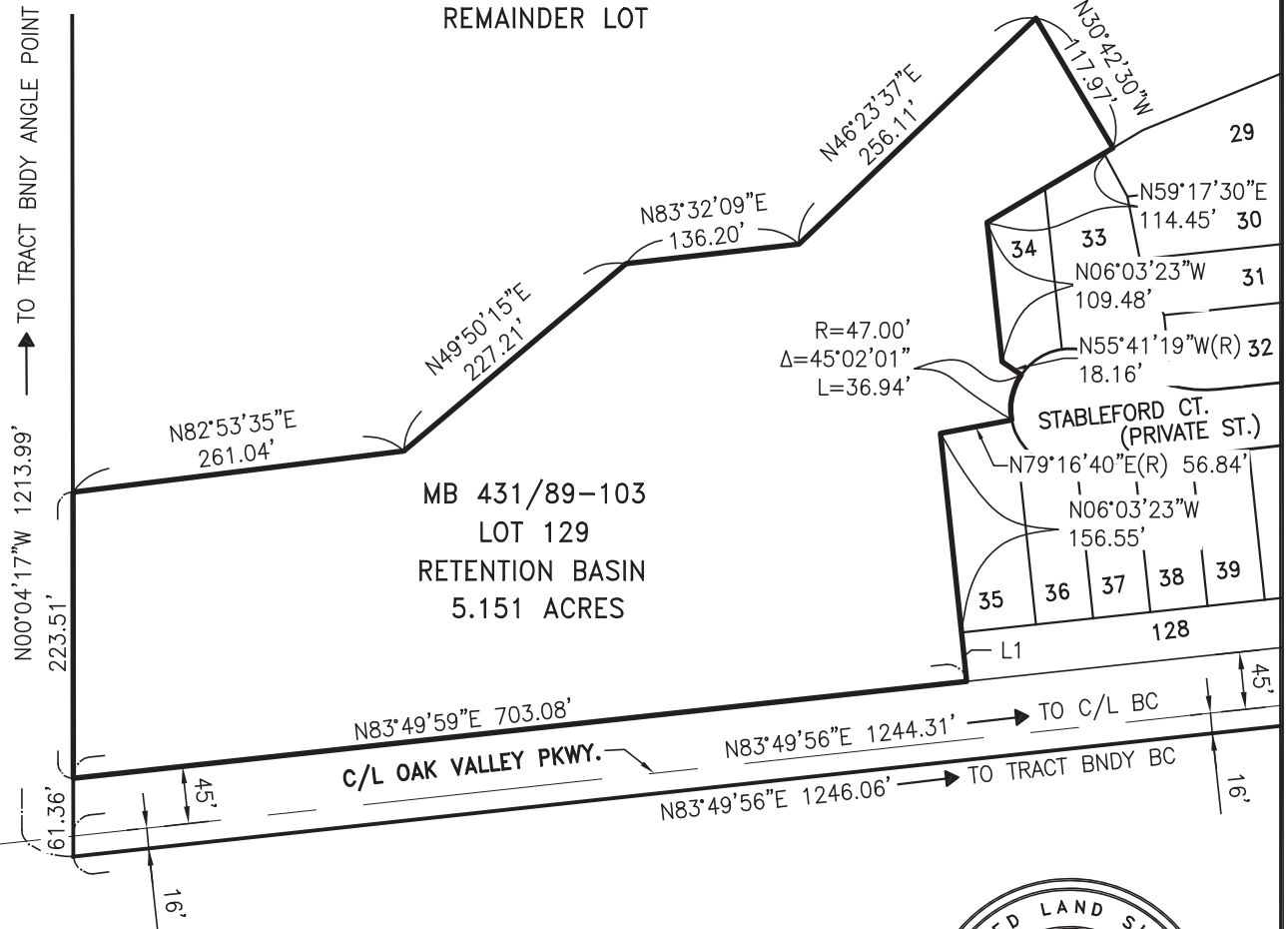
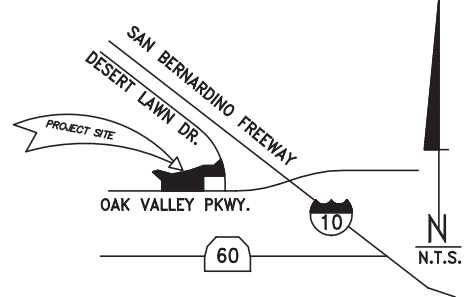
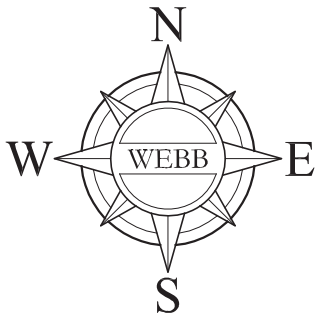
  
\_\_\_\_\_  
MICHAEL E. JOHNSON, L.S. 7673

07/11/2024  
DATE



PREPARED BY: CGS  
CHECKED BY: MEJ

# EXHIBIT "B" WATERLINE EASEMENT



MB 431/89-103  
LOT 129  
RETENTION BASIN  
5.151 ACRES

STABLEFORD CT.  
(PRIVATE ST.)

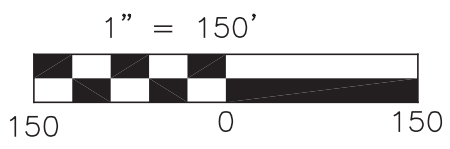
## PARCEL LINE TABLE

LINE #	LENGTH	DIRECTION
L1	38.54	N06° 03' 23"W



07/11/2024

SEC. 6, T3S, R1W, SBM



## BEAUMONT-CHERRY VALLEY WATER DISTRICT

H:\2021\21-0043\Drawings\Mapping\Legal & Plats\21-0043 Lot 129 Blanket Easement\21-0043-Lot 129 Blanket Easement.dwg 7/11/2024 10:45 AM Carlossi

THIS PLAT IS SOLELY AN AID IN LOCATING THE PARCEL(S) IN THE ATTACHED DOCUMENT.  
ALL PRIMARY CALLS ARE LOCATED IN THE WRITTEN DOCUMENT.

SHEET 1 OF 1  
W.O.  
21-0043

SCALE: 1" = 150' DRWN BY CGS DATE 07/10/24  
CHKD BY MEJ DATE 07/11/24 SUBJECT: WATERLINE EASEMENT

**Attachment 3**

**CERTIFICATE OF ACCEPTANCE**

This is to certify that the interest in real property conveyed within the Grant of Easement from **Tri Pointe Homes IE-SD, Inc., A California Corporation, Property Owners**, in favor of Beaumont-Cherry Valley Water District, is hereby accepted by the Beaumont-Cherry Valley Water District by Resolution 2024-\_\_ on the date below and Grantee consents to the recordation thereof by its duly authorized officer or agent.

**BEAUMONT-CHERRY VALLEY WATER DISTRICT  
a public agency of the State of California**

DATE: \_\_\_\_\_

By \_\_\_\_\_

**Daniel K. Jagers, General Manager  
of the Beaumont-Cherry Valley Water District**

STATE OF CALIFORNIA

COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me, \_\_\_\_\_,

Notary Public, personally appeared \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

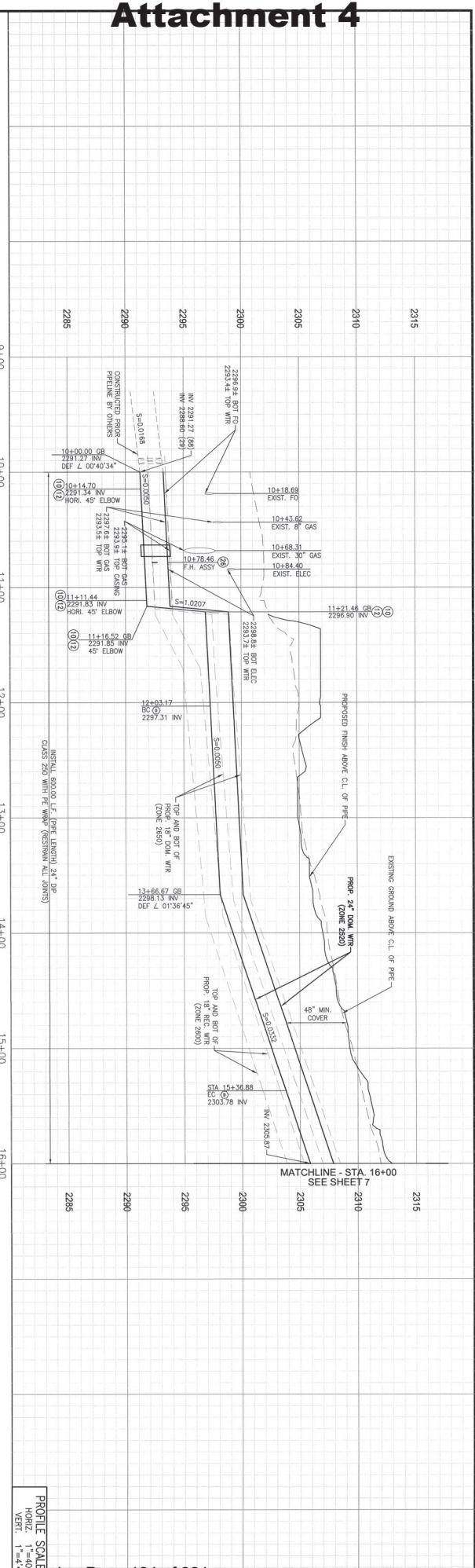
I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

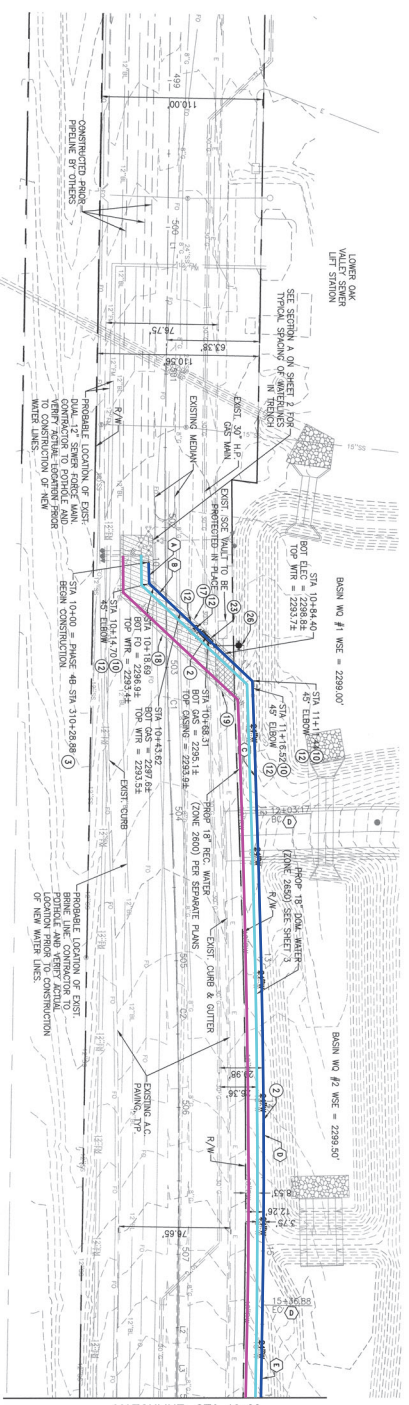
Signature \_\_\_\_\_

(Seal)

# Attachment 4 - Tract 36307 Proposed Infrastructure Improvements



**PROFILE SCALE**  
 HORIZ. 1"=40'  
 VERT. 1"=4'



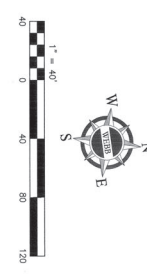
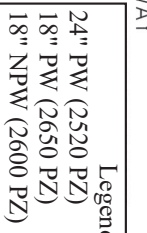
STREET CENTERLINE DATA			
CURVE/LINE	LENGTH	RADIUS	BEGIN/END ANGLES
C1	238.55	5069.87	272.40°
C2	300.00	5069.87	37.04°
L1	339.36		N83°29'04"E
L2	37.79		N83°49'51"E
L3	26.53		N83°49'51"E

24" DOM. WATER (PZ 2520) PIPE DATA			
NO.	LENGTH	RADIUS	BEGIN/END ANGLES
1	14.70		N87°05'04"E
2	96.74		N83°58'48"E
3	91.73		N81°11'46"E
4	333.71	7250.86	278.15°
5	63.12		N83°49'51"E

- CONSTRUCTION NOTES**
- INSTALL 24" DP PRESSURE CLASS 250 AND BEDDING PER BROWD PAVE NO. 6-1.
  - CONNECT TO 24" STR. CAP/REMOVE AND PROTECT FIRE HYDRANT IN PLACE.
  - INSTALL 24" FLOORED END Y MECHANICAL JOINT ADAPTER RESTRAINED.
  - INSTALL 24" FLOORED 45° ELBOW RESTRAINED PER BROWD REQUIREMENTS.
  - SWAPT AND REMOVE PORTION OF EXISTING A.C. PARALLEL PER BROWD SPECS.
  - SECTION 3-02 AND CITY'S ENFORCEMENT PERMIT.

- CONSTRUCTION NOTES**
- REMOVE AND REPAIR WITH 0.50" A.C. OVER 0.83" A.B. COLD WELD NO. 6 AND CITY'S ENFORCEMENT PERMIT.
  - REMOVE AND REPAIR CORR. CUTTER AND CONCRETE SINKHOLE IN KIDN.
  - INSTALL 30" DIA. (1/4" MIN WALL THICKNESS) STEEL COILING PER CWD 1-40 AND 1-43.



**811**  
 Home Water Utility  
 Call Before You Dig

REV. DESCRIPTION

NO.	DATE	BY	DESCRIPTION

---

PROJECT MANAGER: JULY 2022  
 DESIGN BY: E.A./A.A.  
 DRAWN BY: S.Z.

PROCESS: FINAL SUBMITTAL  
 SUBMITTAL DATE: JULY 2022

---

REGISTERED PROFESSIONAL ENGINEER  
 STATE OF CALIFORNIA  
 NO. 60484  
 DATE: 6/29/2022

REGISTERED PROFESSIONAL ENGINEER  
 STATE OF CALIFORNIA  
 NO. 60484  
 DATE: 6/29/2022

---

APPROVED BY: [Signature]  
 DISTRICT ENGINEER

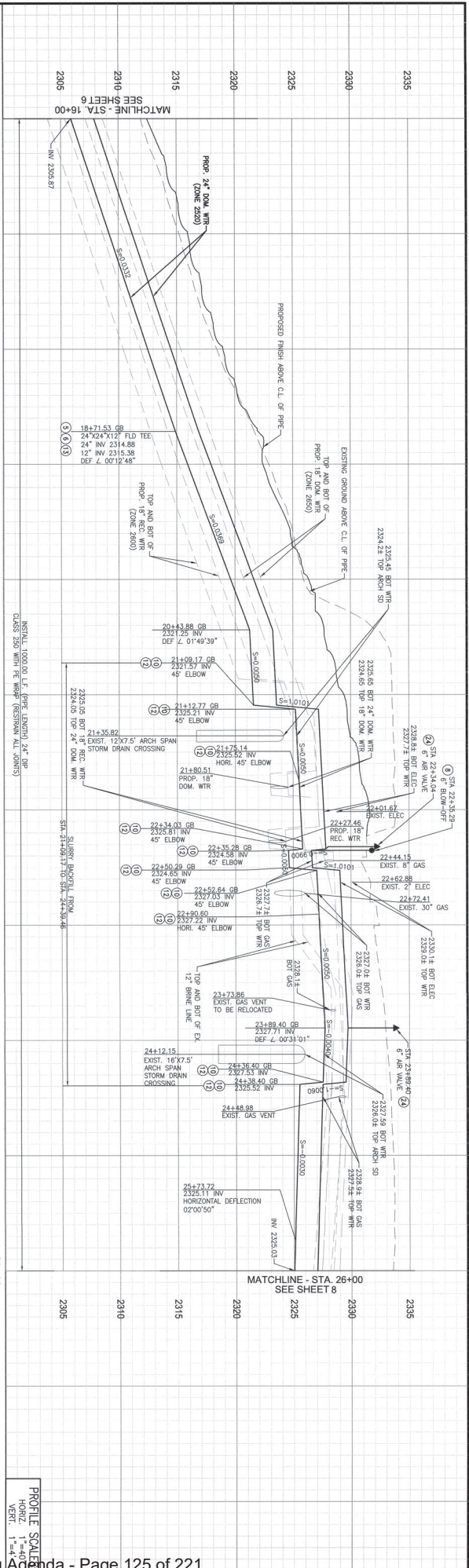
APPROVED BY: [Signature]  
 RIVERSIDE COUNTY, CALIFORNIA

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CITY OF BEAUMONT, CALIFORNIA  
 INFRASTRUCTURE WATER IMPROVEMENT PLANS  
 OAK VALLEY PARKWAY  
 24" DOM. WATER IMPROVEMENT PLAN  
 STA. 10+00 TO STA. 16+00

DWG. NO. 6  
 SHEETS 10  
 DRAWING NAME: PZ 2520 - 02/B  
 FILE NO. AR 686





**PROFILE SCALE**

HORIZ. 1"=40'

VERT. 1"=4'

\* PERMIT LIMITS VARY  
 \* LOCATION AND ELEVATION PRIOR TO  
 CONSTRUCTION.

**STREET CENTERLINE DATA**

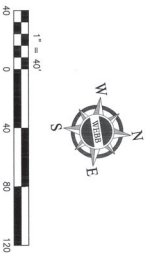
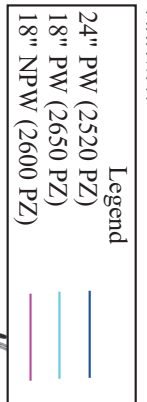
CHORD/LENGTH	BEARS	DELTA/BEARING	TANGENT
L1	36.44	N83.49 S11E	
L2	36.44	N83.49 S11E	

**24" DOW. WATER (PZ 2520) PIPE DATA**

NO.	LENGTH	BEARS	DELTA/BEARING	TANGENT
A	575.14	N83.49 S11E		
B	115.47	N87.10 S09 W		
C	283.11	N83.49 S11E		
D	26.28	N87.49 S11E		

- CONSTRUCTION NOTES**
- INSTALL 24" DP PRESSURE CLASS 250 AND BEDDING PER BROWD PATE NO. 6-1.
  - INSTALL 24" FANGED BUTTERFLY VALVE PER BROWD REQUIREMENTS.
  - INSTALL 12" FANGED GATE VALVE PER BROWD REQUIREMENTS.
  - INSTALL 6" BLOW-OFF ASSEMBLY PER CDMO PLATE NO. 3-1.
  - INSTALL 24" FANGED END X MECHANICAL JOINT ADAPTER RESTRAINED.
  - INSTALL 24" FANGED 45' ELBOW RESTRAINED PER BROWD REQUIREMENTS.

- CONSTRUCTION NOTES**
- INSTALL 24" X 24" X 12" FANGED D.I. TEE RESTRAINED PER BROWD REQUIREMENTS.
  - SMOOT AND REMOVE PORTION OF EXISTING A.C. DAMAGED PER BROWD SPECS.
  - SECTION 3-02 AND CITY'S ENFORCEMENT PERMIT.
  - 2-FEET MIN. ROUGHEN REPAIR WITH 0.50" A.C. OVER 0.87" A.B. COLD MILL NO. 9 AND CITY'S ENFORCEMENT PERMIT.
  - REMOVE AND REPLACE CURB, GUTTER AND CONCRETE SIDEWALK IN KIND.



**OAK VALLEY PARKWAY**

811  
Call Before You Dig

PROJECT MANAGER: S.Z.  
 DESIGN BY: E.X./A.A.  
 DRAWN BY: A.A.  
 CHECKED BY: S.Z.

---

PROJECT: ENCL. SUBMITTAL  
 SUBMITTAL DATE: JULY 2022

REGISTERED PROFESSIONAL ENGINEER  
 STATE OF CALIFORNIA  
 NO. 44846  
 DATE: 12/15/2018

---

REGISTERED PROFESSIONAL ENGINEER  
 STATE OF CALIFORNIA  
 NO. 44846  
 DATE: 12/15/2018

REGISTERED PROFESSIONAL ENGINEER  
 STATE OF CALIFORNIA  
 NO. 44846  
 DATE: 12/15/2018

---

APPROVED BY: MARK B. SWANSON, R.C.E. 7333Z  
 DISTRICT ENGINEER

BEAUMONT CERRITOS VALLEY WATER DISTRICT  
 RIVERSIDE COUNTY, CALIFORNIA

---

CITY OF BEAUMONT, CALIFORNIA  
 INFRASTRUCTURE WATER IMPROVEMENT PLANS  
 OAK VALLEY PARKWAY  
 24" DOM. WATER IMPROVEMENT PLAN  
 AND PROFILE  
 STA. 16+00 TO STA. 26+00

DATE: 9/1/22

---

PROJECT NO.: PZ 2520

DWG. NO.: 7

---

DRAWING NAME: PZ 252 - 001B

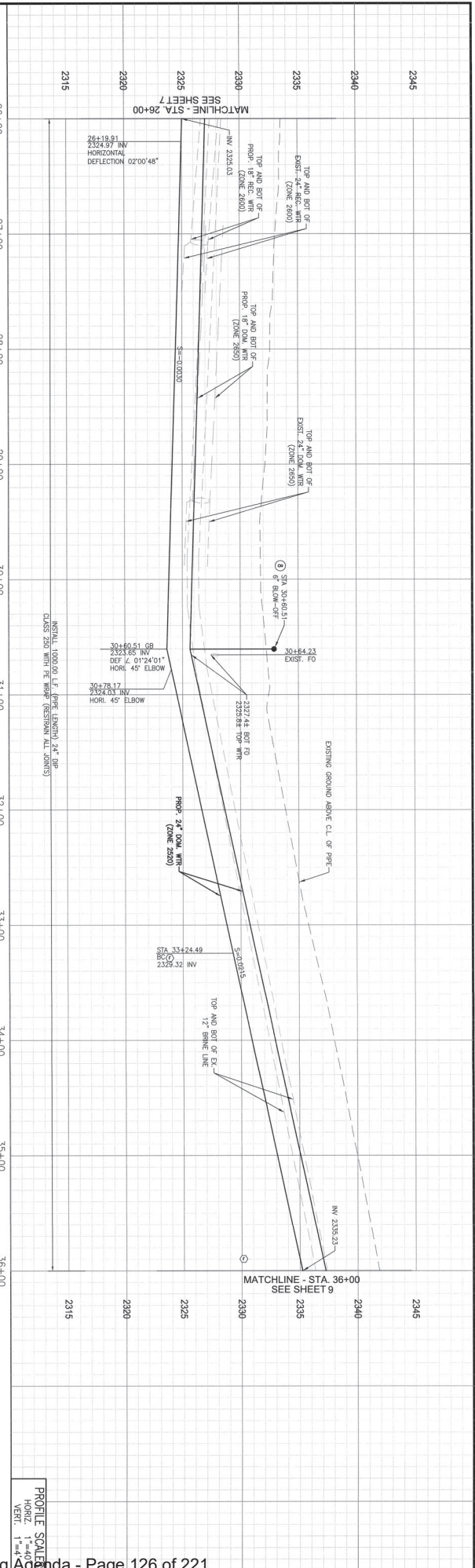
DATE: 09/01/22

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DWG. NO.: 7

DATE: 09/01/22





PROFILE SCALES  
 HORIZ. 1"=40'  
 VERT. 1"=4'

\* REVISIONS TO THE WATER MAIN LOCATION AND ELEVATION FROM THE CONSTRUCTION.

STREET CENTERLINE DATA			
CURVE/LINE	LENGTH	RADIUS	DELTA/BEARING
C1	819.82	5555.65	80°11'8"
L1	671.99		N83°59'49"E

24" DOM. WATER (PZ 2520) PIPE DATA			
NO.	LENGTH	BEARINGS	DELTA/BEARING
A	19.81		N87°19'01"E
B	440.59		N83°19'49"E
C	17.66		N57°10'11"W
D	248.33		N83°49'49"E
E	273.51		S81°19'02"

### OAK VALLEY PARKWAY

#### CONSTRUCTION NOTES

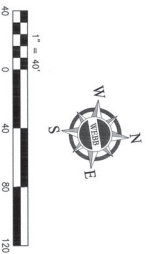
- 1) INSTALL 24" DR PRESSURE CLASS 250 AND BEDDING PER BROW PATE NO. 6-1.
- 2) INSTALL 6" ELBOW ASSEMBLY PER BROW PATE NO. 3-1.
- 3) INSTALL 24" FLANGED END "X" MECHANICAL JOINT ADAPTER RESTRAINED.
- 4) INSTALL 24" FLANGED 45° ELBOW RESTRAINED PER BROW REQUIRMENTS.

#### CONSTRUCTION NOTES

- 5) SMOOTH AND REMOVE TOPSOIL OF EXISTING A.C. PAVEMENT PER BROW SPECS.
- 6) SECTION 3-102 AND CITY'S ENFORCEMENT PERMIT.
- 7) BACKFILL TRENCH AND REINFORCE WITH 0.5% A.C. OVER 0.5% A.C. COLD WALL NO. 6 AND CITY'S ENFORCEMENT PERMIT.
- 8) TOP TO 6" WATER AND INSTALL EX. 6" TORX JOINTS TYPE ONE JOINT ASSEMBLY PER BROW PATE NO. 1-1 WITH BUTTE REFLECTIVE PRE-HIGHLIGHT MARKERS PER DETAIL "X" ON SHEET 2. EXACT LOCATION TO BE FIELD DETERMINED.

**Legend**

- 24" PW (2520 PZ)
- 18" PW (2650 PZ)
- 18" NPW (2600 PZ)



811  
Call Before You Dig

REV.	DESCRIPTION	DATE	APPROVED

PROJECT NUMBER: S.Z.  
 DESIGN BY: APPROVED BY: E.K./A.A.  
 DRAWN BY: S.Z.  
 CHECKED BY: S.Z.

PROFESSOR: FRANK SIDERITZ  
 PROJECT OWNER: JULY 2022  
 DESIGN BY: APPROVED BY: E.K./A.A.  
 DRAWN BY: S.Z.  
 CHECKED BY: S.Z.

WEBB  
 ENGINEERING CONSULTANTS  
 2178 ALABAMA STREET, SUITE 200  
 VAN NUYS, CA 91411  
 (818) 708-2822

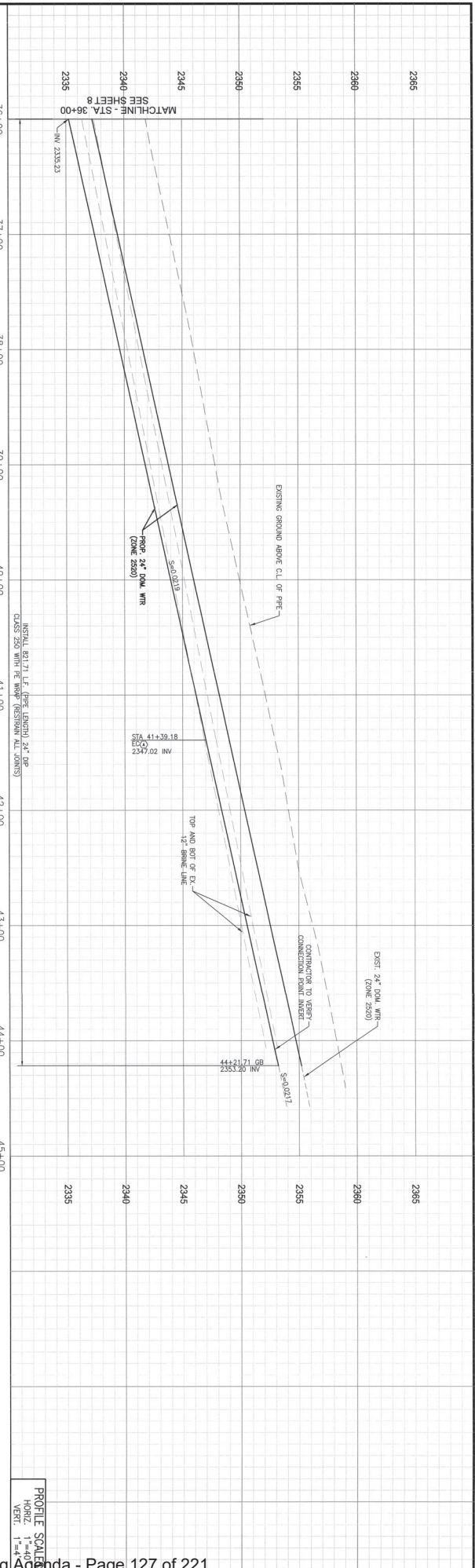
BEAUMONT CHEROKEE VALLEY WATER DISTRICT  
 RIVERSIDE COUNTY, CALIFORNIA  
 APPROVED BY: MARK B. SWANSON, R.E. #7332  
 DISTRICT ENGINEER  
 DATE: 9/16/22

CITY OF BEAUMONT, CALIFORNIA  
 INFRASTRUCTURE WATER IMPROVEMENT PLANS  
 OAK VALLEY PARKWAY  
 24" DOM. WATER IMPROVEMENT PLAN  
 STA. 26+00 TO STA. 36+00

DWG. NO.: 8  
 OF 10 SHEETS  
 DRAWING NAME: 24" - 02/B  
 PAR. 656

PZ 2520



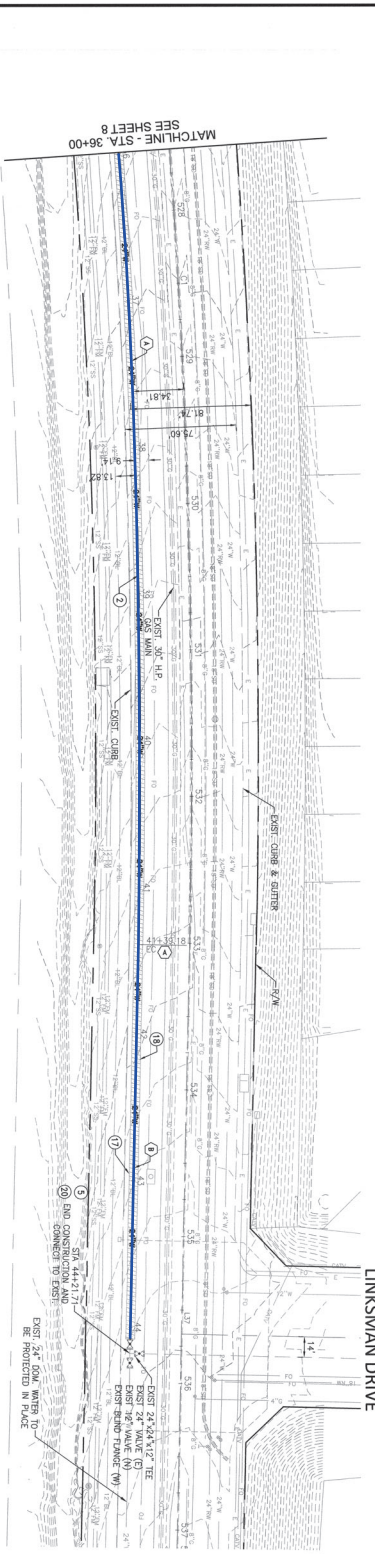


**PROFILE SCALES**  
 HORIZ. 1"=40'  
 VERT. 1"=4'

\* PROFILE DATA NOT TO SCALE  
 \* LOCATION AND ELEVATION FROM TO CONSTRUCTION

STREET CENTERLINE DATA			
CHUNK/LINE	LENGTH	ROADIUS	TANGENT
C1	819.82	5855.65	8011.18'
L1	413.73		N88°09'52"W

24" DOW WATER (PZ 2520) PIPE DATA			
NO.	LENGTH	DELTA/BEGINNING	TANGENT
①	539.18	S81°9'02"	408.01
②	282.53	N88°09'52"W	



**OAK VALLEY PARKWAY**

**Legend**  
 24" PW (2520 PZ)



- CONSTRUCTION NOTES**
- ① INSTALL 24" DR PRESSURE CLASS 250 AND BEDDING PER BROW PAVE NO. 6-1.
  - ② INSTALL 24" FLANGED BUTTERFLY VALVE PER BROW REQUIREMENTS.
  - ③ SHOWN AND REMOVE PORTION OF EXISTING 12" PLUMBING PER BROW SPECS. SECTION 5.2 AND CITY'S CONSTRUCTION PERMIT.
  - ④ REMOVE EX. 24" BOND FLANGE AND CONNECT TO 24" DOW WATER.
  - ⑤ BROWTL TRENCH AND ROWWAY REPAIR WITH 0.5' A.C. OVER 0.37' A.B. COLD MILL. 2-1/2" FIBER CONCRETE DOW SET OF TRENCH, PER BROW SPECIFICATIONS & PAVE NO. 6-1 AND CITY'S CONSTRUCTION PERMIT.
  - ⑥ REMOVE EX. 24" BOND FLANGE AND CONNECT TO 24" DOW WATER.

811  
Call Before You Dig

REV.	DESCRIPTION	DATE	APPROVED	DATE

PROJECT MANAGER: S.Z.  
 DESIGN BY: E.A./A.A.  
 CHECKED BY: S.Z.

PROGRESS: FINAL SUBMITTAL  
 SUBMITTAL DATE: JULY 2022

**WEBB**  
 ENGINEERING CONSULTANTS  
 2708 JACOB STREET, RIVERSIDE, CA 92506  
 (951) 514-1100 / (951) 514-1101  
 WWW.WEBB-CA.COM

APPROVED BY: *[Signature]*  
 MARK B. SWENSON, R.E. 72332  
 DATE: 9/19/22

BEAUMONT CHERY VALLEY WATER DISTRICT  
 RIVERSIDE COUNTY, CALIFORNIA

CITY OF BEAUMONT, CALIFORNIA  
 INFRASTRUCTURE WATER IMPROVEMENT PLANS  
 OAK VALLEY PARKWAY  
 24" DOW WATER IMPROVEMENT PLAN  
 PLAN AND PROFILE  
 STA. 36+00 TO STA. 44+21.71

DWG. NO. 9  
 OF 10 SHEETS  
 DRAWING NAME: PZ24-0218  
 FILE NO. AR 686



# Attachment 5 - Proposed Easement Location

IN THE CITY OF BEAUMONT, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA.

## TRACT NO. 36307

BEING A SUBDIVISION OF REMAINDER LOT OF TRACT NO. 36307-1 ON FILE IN BOOK 424 PAGES 10 THROUGH 49, INCLUSIVE, OF MAPS IN THE OFFICE OF THE COUNTY RECORDER OF RIVERSIDE COUNTY, CALIFORNIA, LOCATED IN SECTION 35, T. 2 S., R. 1 W., S.B.M., TOGETHER WITH A PORTION OF GOVERNMENT LOT 4 LOCATED IN SECTION 6, T. 3 S., R. 1 W., S.B.M.

**Michael Baker**

**INTERNATIONAL**

*COPY*

SHEET 3 OF 7 SHEETS

### EASEMENT NOTES:

- ▲ A RIGHT OF WAY FOR DITCHES AND CANALS AS RESERVED BY THE UNITED STATES OF AMERICA IN THE PATENT RECORDED WHICH IS 1889 IN BOOK 2 OF PATENTS, PAGE 134. (THE RIGHT OF WAY IS SHOWN IN UNHATCHED AND CANNOT BE PLOTTED FROM RECORD INFORMATION.)
- ▲ AN EASEMENT FOR PALE LINES, CONDOLTS AND INCIDENTAL PURPOSES GRANTED TO PACIFIC TELEPHONE AND TELEGRAPH COMPANY, RECORDED NOVEMBER 17, 1915 IN BOOK 434, PAGE 140 OF DEEDS. (THE EASEMENT IS SHOWN IN UNHATCHED AND CANNOT BE PLOTTED FROM RECORD INFORMATION.)
- ▲ AN EASEMENT FOR STREET OR HIGHWAY PURPOSES GRANTED TO COUNTY OF RIVERSIDE, RECORDED JUNE 10, 1946 IN BOOK 717, PAGE 462 OF OFFICIAL RECORDS. (THE EASEMENT DOES NOT APPEAR SUBJECT PROPERTY, IS LOCATED WITHIN THE UNHATCHED PORTION OF MAP, AND CANNOT BE PLOTTED FROM RECORD INFORMATION.)
- ▲ AN EASEMENT FOR COMMUNICATION SYSTEMS AND UTILITY PURPOSES GRANTED TO US TELECOM, INC., RECORDED FEBRUARY 15, 2004 AS INSTRUMENT NO. 2004-02725011. (THE EASEMENT CANNOT BE PLOTTED FROM RECORD INFORMATION.)
- ▲ AN EASEMENT FOR RECREATION AND VENTURE PURPOSES AND UTILITY PURPOSES FOR SERVICE (RECREATION/VENTURE BASIN) INSERPTION PURPOSES.
- ▲ AN EASEMENT OVER LOTS 125 AND 126 IN FAVOR OF BEAUMONT CHERRY VALLEY WATER DISTRICT FOR WATER FACILITY PURPOSES AND MAINTENANCE THEREOF, AS RESERVED HEREON.
- ▲ INDICATES A 5' EASEMENT IN FAVOR OF THE CITY OF BEAUMONT FOR PUBLIC UTILITY PURPOSES AND MAINTENANCE THEREOF, AS RESERVED HEREON.
- ▲ INDICATES A 5' EASEMENT IN FAVOR OF BEAUMONT CHERRY VALLEY WATER DISTRICT FOR WATER FACILITY PURPOSES AND MAINTENANCE THEREOF, AS RESERVED HEREON.

### SURVEYOR'S NOTES:

1. ( ) DENOTES RECORD AND MEASURED DATA AS NOTED:
  - 81 TRACT No. 31288-5, 48 419 84-103
  - 82 TRACT No. 31288-5, 48 419 84-103
  - 83 TRACT No. 31288-5, 48 429 82-42
  - 84 TRACT No. 31288-5, 48 439 86-103
  - 85 TRACT No. 30307-1, 48 441 28-23
  - 86 TRACT No. 30307-1, 48 441 28-23
2. { } DENOTES RECORD DATA AS NOTED:
  - TRACT No. 31462-21, 48 478 24-30
3. (R) DENOTES RADIAL BEARING
4. ALL MONUMENTS SHOWN AS SET WILL BE SET WITHIN ONE YEAR AFTER THE ACCEPTANCE OF IMPROVEMENTS BY CITY COUNCIL.
5. ALL SET MONUMENTS ARE SET PER RIVERSIDE COUNTY STANDARD.
6. SET 1" IRON PIPE, TAPPED 1/2" ROOF, IN GROUND, FLUSH, OR A LEAD, TACK AND TAG 1/2" S. ROOF, IN CONCRETE AT ALL LOT CORNERS EXCEPT LOT CORNERS THAT ADJUT A STREET WHICH WILL BE MARKED ON A 9.75 FOOT OFFSET INSIDE STREET RIGHT-OF-WAY ON SIDE LINES PROVIDED. (NO MONUMENTS WILL BE SET FOR CORNERS OF LOTS 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, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 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1841, 1842, 1843, 1844, 1845, 1846, 1847, 1848, 1849, 1850, 1851, 1852, 1853, 1854, 1855, 1856, 1857, 1858, 1859, 1860, 1861, 1862, 1863, 1864, 1865, 1866, 1867, 1868, 1869, 1870, 1871, 1872, 1873, 1874, 1875, 1876, 1877, 1878, 1879, 1880, 1881, 1882, 1883, 1884, 1885, 1886, 1887, 1888, 1889, 1890, 1891, 1892, 1893, 1894, 1895, 1896, 1897, 1898, 1899, 1900, 1901, 1902, 1903, 1904, 1905, 1906, 1907, 1908, 1909, 1910, 1911, 1912, 1913, 1914, 1915, 1916, 1917, 1918, 1919, 1920, 1921, 1922, 1923, 1924, 1925, 1926, 1927, 1928, 1929, 1930, 1931, 1932, 1933, 1934, 1935, 1936, 1937, 1938, 1939, 1940, 1941, 1942, 1943, 1944, 1945, 1946, 1947, 1948, 1949, 1950, 1951, 1952, 1953, 1954, 1955, 1956, 1957, 1958, 1959, 1960, 1961, 19



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 6**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Ren Berioso, Human Resources Manager

**SUBJECT:** **Resolution 2024-\_\_:** Amending the District’s Policies and Procedures Manual Part I and Part III:

- a. Policy 3136 Succession and Workforce Planning
- b. Policy 3176 Transfers and Voluntary Demotion
- c. Policy 3255 Other Mandated Leaves of Absence
- d. Part III Section 5 Illness and Injury Prevention Program, and Policy 3120 Occupational Illness and Injury Prevention Program

**Staff Recommendation**

Adopt Resolution 2024-\_\_ Amending the District’s Policies and Procedures Manual Part I and Part III

**Executive Summary**

Staff requests consideration of the policy amendments as recommended by the Personnel Committee. The proposed draft policies have been reviewed by Legal Counsel.

**Background**

On March 18, 2009, the Board of Directors adopted Resolution 2009-05, establishing a Policies and Procedures Manual applicable to the Board of Directors and District staff. The document has been updated periodically as needed over the years, and in 2018, the Personnel Committee directed staff to review, revise and update all polices in order of priority based on safety and legal standards. Staff has worked to address policies individually and has produced drafts based on advice of legal counsel and the human resources consultant, changes in state and federal law, and review of sample policies from the Association of California Water Agencies / Joint Powers Insurance Authority (ACWA/JPIA), the California Special Districts Association (CSDA), and other water districts and local agencies.

**Discussion**

Staff presents the listed policies for Board consideration. The following attachments herewith provide detailed information on proposed changes and / or new policy recommendations.

**Action**

Approve the following new and revised policies to the BCVWD Policies and Procedures Manual:

	<b>Replace or Revise Policy:</b>	<b>With the New or Revised Policy:</b>
	<b>Manual Part I:</b>	
A	None – New policy	3136 Succession and Workforce Planning
B	None – New policy	3176 Transfers and Voluntary Demotion



C	None – New policy	3255 Other Mandated Leaves of Absence
	<b>Manual Part III:</b>	
D	Part III, Section 5 Illness and Injury Prevention Program, and 3120 Occupational Illness and Injury Prevention Program	5025 Illness and Injury Prevention Program

**Fiscal Impact:** Determined by each staff report regarding the policy amended.

**Attachments**

1. Proposed Resolution 2024-\_\_
  - a. 3136 Succession and Workforce Planning (clean)
  - b. 3176 Transfers and Voluntary Demotion (clean)
  - c. 3255 Other Mandated Leaves of Absence (clean)
  - d. 5025 Illness and Injury Prevention Program (clean)
2. 3136 Succession and Workforce Planning – Staff Report
  - a. 3130 Redline
  - b. 3130 Side-by-Side
3. 3176 Transfers and Voluntary Demotion – Staff Report
  - a. 3175 Redline
  - b. 3175 Side-by-Side
4. 3255 Other Mandated Leaves of Absence – Staff Report
  - a. 3255 Redline
  - b. 3255 Side-by-Side
  - c. California Labor Code § 1503 – Civil Air Patrol Leave
  - d. California Labor Code § 230.8 – School Activities/Appearance Leave
  - e. California Labor Code § 230.3 – Volunteer Firefighters, Peace Officers and Emergency Personnel Leave
  - f. California Election Code §14000 – Time-off To Vote
  - g. California Labor Code §1508-1513 - Organ and Bone Marrow Donation leave
  - h. Fair Employment and Housing Act (FEHA) – Reproductive Loss Leave
5. 5025 Illness and Injury Prevention Program – Staff Report
  - a. 5025 Redline
  - b. 5025 Side-by-Side
  - c. Original existing Policy 3120 (adopted by Reso 2023-05)



<b>ATTACHMENT 1</b>	<b>Resolution</b>
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**RESOLUTION 2024-\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT AMENDING THE DISTRICT'S POLICIES AND PROCEDURES MANUAL**

**WHEREAS**, on March 18, 2009 the Board of Directors of the Beaumont-Cherry Valley Water District adopted Resolution 2009-05, establishing a Policy and Procedures Manual applicable to Board of Directors and District staff; and

**WHEREAS**, upon review and discussion, the Personnel Committee of the Board of Directors has recommended revisions to the Policy and Procedures Manual based on advice given by the District's legal counsel; and

**WHEREAS**, the Board of Directors has reviewed and considered the revisions to the subject policies attached hereto and listed below, finds the new or revised policies relevant and acceptable, and it to be in the best interests of the District that the following actions be taken,

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

The BCVWD Policies and Procedures Manual sections are revised or replaced per the attached exhibits as indicated below:

	Policy	Title	Action
A	3136	Succession and Workforce Planning	Adopt new policy
B	3176	Transfers and Voluntary Demotion	Adopt new policy
C	3255	Other Mandated Leaves of Absence	Adopt new policy
D	Part II Section 5, and Policy 3120	Illness and Injury Prevention Program	Replace with new Policy 5025

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

ATTEST:

DRAFT UNTIL APPROVED

DRAFT UNTIL APPROVED

\_\_\_\_\_  
 Director John Covington, President of the Board of Directors of the Beaumont-Cherry Valley Water District

\_\_\_\_\_  
 Director Lona Williams, Secretary to the Board of Directors of the Beaumont-Cherry Valley Water District





## EXHIBIT A

**POLICY TITLE:            SUCCESSION AND WORKFORCE PLANNING**  
**POLICY NUMBER:        3136**

3136.1 **Purpose.** To ensure high-quality replacements for those individuals who currently hold positions that are key to the District's success. The positions targeted will be key leadership positions, positions requiring a high level of technical knowledge, and/or positions based on District need. Succession and workforce planning will be conducted to identify high potential individuals and to nurture their advancement.

3136.2 **Responsibility.** The Succession and Workforce Planning program will be initiated and managed by Human Resources in consultation with the General Manager or his/her designee.

3136.3 **Process.** All positions will be reviewed and assessed regarding the essential functions performed and their knowledge, skills, and abilities required. Positions identified as having the potential to become vacant in the next three (3) years due to retirement, or imminent due to a turnover, or those critical to the success of the District will be targeted for succession planning. An initial plan will be developed and then reviewed periodically by Human Resources in collaboration with the General Manager or his/her designee and the Department Heads for any needed adjustments. Each Department Head will initially, and then annually, review their departmental structure and provide input as to the succession plan needs of the District.

3136.4 **High Potential Employees Assessment.** All employees will be assessed by their immediate supervisors accordingly. Although all employees may voluntarily complete an Individual Development Plan (IDP), only the high potential employees needed for progression into the targeted positions and leadership at the District may be approached regarding their desire to participate in an IDP based on their actual performance and the annual performance review. The assessment shall be reviewed by the General Manager or his/her designee, Department Head and Human Resources to determine fitness. Although there is no guarantee of a particular position or promotion, employees will have the opportunity to work toward becoming more qualified and prepared should they apply for openings that may become available. Not being selected for the succession plan under this policy is not disciplinary and does not incur any due process or appeal rights.

3136.5 **Development Plan Execution.** Upon review of submitted IDPs, identified high potential employees who want to participate in employee development and assume a greater or differing role of responsibility in the future will be assisted in the execution of their IDPs by their supervisors and Human Resources. Development plans will provide realistic goals and action steps to be taken in the next months and years to prepare high potential employees for future roles.

3136.6 **Ongoing Utilization.** The Succession and Workforce plan will be utilized by Human Resources on an ongoing basis as a guide to proactively prepare for future job opening needs. IDPs are completely voluntary and will be reviewed in parallel with employee performance evaluations.

3136.7 **Mentor-Mentee Task Allocation and Scope.** Succession Planning must not be used as a way for mentors or supervisors to assign mentorship-related tasks as essential job functions for the mentee. Tasks assigned through the mentorship program should be focused on development and should not exceed 20% of the employee mentee's work time. These tasks must be agreed upon by both the mentor and mentee through the Individual Development Plan (IDP) to ensure alignment with the mentee's growth and organizational objectives. Regular reviews between mentor and mentee are encouraged to maintain a balance between regular job duties and developmental tasks.



## EXHIBIT B

**POLICY TITLE:           TRANSFER AND VOLUNTARY DEMOTION**  
**POLICY NUMBER:       3176**

**3176.1 Policy.** Transfers, voluntary demotions, and job changes are used to retain employees or to change assignments as needed in the best interests of the District. In addition, such actions are used for proper placement of personnel for employee development.

**3176.2 Voluntary Demotion.** A voluntary demotion of an employee from an incumbent position to a position in a different classification for which the maximum rate of pay is lower and where the employee has voluntarily requested or agreed to such appointment in writing. A demoted employee shall serve a six (6) month probationary period from the appointment date, unless the probationary period is waived by the General Manager or his/her designee with a recommendation from the Department Head and Human Resources requested in writing by the demoting employee. Demotions under this policy are not disciplinary and do not incur any due process or appeal rights.

**3176.3 Transfer.** A transfer involves moving an employee from their current position under one supervisor to a position, either in the same or a different department or division, under a different supervisor. This may be within the same or a different job classification. To be eligible for placement on the transfer list, employees must have successfully completed a six (6) month probationary period in their current classification. Transfers are not disciplinary and do not incur any due process or appeal rights.

**3176.4 Probationary Period and Conditions for Employee Transfers.** When an employee transfers to a different job classification, a six (6) month probationary period will commence from the date of the transfer, unless the employee will return to his/her previous position held or if the 6-month probation is waived by the General Manager or his/her designee upon written request from the immediate supervisor or employee, with the support of the Department Head. During this probationary period, if the employee's performance is deemed below acceptable standards by the immediate supervisor or Department Head, the employee shall be returned to their previous classification/position if available, needed or budgeted within the current fiscal year. If the former position is unavailable, the employee may be placed on a Performance Improvement Plan (PIP), subjected to progressive corrective action, or, if necessary, terminated. Employees who request and are granted a return to their former classification/position will not be eligible for another transfer for one (1) year following their return, unless there is sufficient justification for the Department Head or General Manager, or his/her designee, to waive this one (1) year restriction.

**3176.5 Transfer/Voluntary Demotion Procedure.** An employee may submit a written request for a transfer or voluntary demotion to their immediate supervisor. The request will be reviewed by the Department Head in collaboration with Human Resources and, if appropriate, forwarded to the receiving department/division's supervisor and/or Department Head for interview and selection. This will occur if the employee's work history and qualifications align with the requirements of the new position, or if the employee has previously held regular status in the requested classification. All subsequent actions will follow the procedures outlined in Policy Number 3215.5 (Personnel Action Form).

**3176.6 Approval Authority.** The General Manager or his/her designee has the authority to approve transfers and voluntary demotions, based on a written recommendation from the receiving Department Head and Human Resources after a successful selection process.





## EXHIBIT C

### **POLICY TITLE: OTHER MANDATED LEAVES OF ABSENCE**

**POLICY NUMBER: 3255**

**3255.1 Purpose.** This policy is designed to provide employees with the necessary time off to address important personal, civic, and health-related matters, ensuring they can fulfill these responsibilities while maintaining job security. These leaves are legally required under California law and are intended to support employees in emergencies, civic duties, family care, and personal health without fear of losing their employment.

**3255.2 Civil Air Patrol Leave.** All full-time and part-time employees regardless of his/her tenure at the District who are also volunteer members of the Civil Air Patrol are entitled to up to ten (10) days of unpaid leave in a year for Civil Air Patrol duty to respond to an emergency operation mission. Leave for a single emergency should not exceed three (3) workdays. Employees using Civil Air Patrol leave are not required to use their available accrued vacation or administrative leave hours. Employees are required to provide as much notice as possible to Human Resources and must also submit written certification of the need for leave from the appropriate Civil Air Patrol authority.

**3255.3 School Activities/School Appearance Leave.** All full-time and part-time employees who have worked in the District for at least six (6) months are entitled to up to unpaid forty (40) hours per calendar year to attend or to participate in school activities or the required parent appearance of a biological, step or foster child, legal ward, person to whom the parent stands in loco parentis, or grandchild. For this type of leave, a year is measured from the employee's hire date. The child must be enrolled in kindergarten through the twelfth (12<sup>th</sup>) grade, or in a licensed day-care facility. The amount of unpaid leave cannot exceed eight (8) hours within a calendar month, unless the need for leave is to address a childcare provider or school emergency and may be taken either as a full day or in smaller increments as needed. The employee must provide reasonable advanced notice of the planned absence to their immediate supervisor, supported with documentation of attendance or participation from the school authority or licensed day-care facility. Where both parents are employed by the District and request leave for the same child's activity, the employee who asks first will be given the leave. Employees are required to use their available accrued vacation or administrative leave hours when using this type of leave.

**3255.4 Volunteer Firefighters, Peace Officers, and Emergency Personnel Leave.** All qualified full-time and part-time employees regardless of his/her tenure at the District may take unpaid time off as needed in the duration of emergency situations to perform emergency duty as a volunteer firefighter, peace officer, or emergency rescue personnel. If an employee is an official volunteer firefighter, peace officer, or emergency rescue personnel, the employee shall alert their supervisor about the potential to take time off for emergency duty. When taking time off for emergency duty, the employee is required to alert their supervisor before doing so when possible.



Employees are not required to use their available accrued vacation or administrative leave hours when using this type of leave.

**3255.4.1 Qualifications.** The eligibility to perform these civic duties is determined by the District provided that the responder meets certain qualifications:

- a. Must be at least 18 years old.
- b. Must pass a physical agility test.
- c. Completion of basic firefighting or law enforcement training.
- d. Satisfactory drug test.
- e. Valid California driver's license is required to drive District-owned vehicles.

**3255.5 Voting Leave.** All full-time and part-time employees regardless of his/her tenure at the District and are unable to vote outside working hours due to a work schedule conflict are entitled to up to two (2) hours of paid time off within work hours to vote in local or statewide elections. The voter must be a California resident. The time shall be taken at the beginning or end of the work shift, whichever minimizes disruption. Employees must notify the District two (2) working days in advance and provide documentation of their voting leave. Once the paid hours are exhausted, any additional time needed will be unpaid. Employees are not required to use their available accrued vacation or administrative leave hours provided the additional unpaid time is approved by the General Manager or his/her designee.

**3255.6 Organ and Bone Marrow Donation Leave.** All full-time and part-time employees regardless of their tenure and are organ donors are entitled to up to thirty (30) days of paid leave, and up to an additional 30 days of unpaid leave, within a one (1) year period for the purpose of donating an organ to another person. All full-time and part-time employees regardless of their tenure and are bone marrow donors are entitled to up to five (5) days of paid leave within a one (1) year period for the purpose of donating bone marrow to another person. Group health insurance is maintained during the leave period. For these types of leave, a year is measured as twelve (12) consecutive months from the date leave begins. These leaves do not run concurrently with FMLA and/or CFRA leave. Employees are encouraged to provide at least two (2) weeks' notice to Human Resources and to supply documentation from a licensed healthcare provider supporting the leave request. After the paid leave days are exhausted, employees are required to use their available accrued sick, vacation or administrative leave hours, when taking this type of leave.

**3255.7 Reproductive Loss Leave.** All full-time and part-time employees who have worked in the District for at least 30 days are entitled to five (5) workdays per reproductive loss and for up to 20 working days of protected leave per year, to be taken consecutively or intermittently, in the event of a miscarriage, stillbirth, failed surrogacy, failed adoption or other unsuccessful assisted reproduction. For this type of leave, a year is measured as twelve (12) consecutive months from the date leave begins. Employees are encouraged to provide advance notice whenever possible, and if not feasible, they should inform their supervisor as soon as practicable, supported with a required documentation from a healthcare provider. Employees are required to use their available accrued sick, vacation, administrative or sick leave hours when



using this type of leave. The District maintains strict confidentiality regarding an employee's reproductive loss and any related leave taken under this policy.

**3255.8 Approval Process for Legally Protected Leaves.** All protected leaves of absence do not require approval from the General Manager or his/her designee prior to being taken. However, employees are required to provide reasonable notice to the District through its Human Resources when feasible, and they must be allowed to take these leaves when necessary and supported by documentation without the risk of disciplinary action. Any leave of absence from work, either full or partial workdays, taken without prior notice to the District may subject the employee to disciplinary action up to including termination of employment. Failure of an employee to report for work more than three (3) consecutive days without notice to the District shall be deemed as job abandonment by the employee as of the date on which the employee last worked. For more information, please refer to Policy 3185 Employee Separation.

**3255.9 Non-Retaliation.** The District strictly prohibits retaliation against any employee who takes leave under this policy. Employees who believe they have been retaliated against for exercising their rights under this policy should report the matter to Human Resources immediately. Any form of retaliation is subject to disciplinary action, up to and including termination.

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## EXHIBIT D

### TITLE: ILLNESS AND INJURY PREVENTION PROGRAM

POLICY NUMBER: 5025

5025.1 **Program Goal and Outline.** The goal of the District is to provide safe and healthy working conditions for all employees. Therefore, the District will maintain a safety and health program conforming to the best practices of agencies of this type. The District's safety and health program will include:

1. **Safeguards.** Providing mechanical and physical safeguards to the maximum extent possible.
2. **Inspections.** Conducting a program of safety and health inspections to find and eliminate unsafe working conditions or practices, to control health hazards, and to comply fully with the safety and health standards and law for every job.
3. **Training.** Training all employees in good safety and health practices.
4. **Equipment.** Providing necessary personal protective equipment, and instructions for use and care.
5. **Rule Enforcement.** Developing and enforcing safety and health rules, and requiring that employees cooperate with these rules as a condition of employment.
6. **Investigations.** Investigating promptly and thoroughly, every accident to determine its cause and correct the problem as indicated so it will not happen again.
7. **Recognition.** Developing a system of recognition and awards for outstanding safety service and/or performance.

5025.2 **Program Responsibility.** Although the District recognizes that the responsibility for safety and health is shared, the District through its Human Resources and Department of Operations will be responsible and have full authority for implementing this policy and the District's Injury and Illness Prevention Program.

1. **Responsibility.** The District through its Human Resources and Department of Operations accepts responsibility for leadership of the safety and health program, for its effectiveness and improvements, and for providing the safeguards required to ensure safe conditions.
2. **Supervisors.** Supervisory personnel are responsible for developing proper attitudes toward safety and health for themselves and in those they supervise, and for ensuring that all operations are performed with the utmost regard for the safety and health of all personnel involved, including themselves and in accordance with the District's Injury and Illness Prevention Program (IIPP).
3. **Compliance.** No employee will be required to work at a job he/she knows is not safe or healthy. Employees are responsible for wholehearted, genuine operation of all aspects of the safety and health program-including compliance with all rules and regulations-and for continuously practicing safety while performing their duties. Any employee found not practicing safety while performing their duties will be subject to appropriate discipline.

5025.3 **Injury and Illness Records.** The Human Resources Department shall manage the



reporting and serve as the custodian for all Injury and Illness records. The District's record keeping system for its Injury and Illness Prevention Program shall conform to Cal/OSHA standards. Records shall be used to measure and evaluate the success of said program.

1. **Reporting.** A report shall be obtained on every injury or illness requiring medical treatment.
2. **Recording.** Each injury or illness shall be recorded on the "Cal/OSHA Log and Summary of Occupational Injuries and Illnesses," Cal/OSHA Form 300A, according to its instructions.
3. **Supplemental Record.** A supplementary record of the occupational injuries and illnesses shall be prepared on OSHA Form 5020, "Employer's Report of Injury or Illness," with the same information as in subsection 5025.2, above.
4. **Annual Preparation.** Annually, the summary Cal/OSHA Form 300 shall be prepared and posted no later than February 1 in a place easily observable by employees. Said form shall remain posted until April 30 of the same year.

5025.4 **Documentation of Activities.** Records shall be maintained by the Human Resources Department of steps taken to establish and maintain the District's Injury and Illness Prevention Program. They shall include:

1. **Inspection Records.** Records of scheduled and periodic inspections as required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] to identify unsafe conditions and work practices. The documentation must include the name of the person(s) conducting the inspection, the unsafe conditions and work practices identified, and the action taken to correct the unsafe conditions and work practices. The records are to be maintained for at least one(1) year.
2. **Training Documentation.** Documentation of safety and health training required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] for each employee. The documentation must specifically include employee name or other identifier, training dates, type(s) of training and the name of the training provider. These records must also be kept for at least one (1) year.

5025.5 **Program Communication System.** Readily understandable communication shall be maintained with all affected employees on matters relating to occupational safety and health, including provisions designed to encourage employees to inform the District of hazards at the worksite without fear of reprisal. Communications with employees shall include meetings, training programs, posted written information, and a system of anonymous notification by employees about hazards.

1. **Communication.** Written communications to employees shall be in a language they can understand. If an employee cannot read in any language, said communication shall be made orally in a language he/she can readily understand.
2. **Conspicuous Posting.** The District's Code of Safe Practices, below, shall be posted at a conspicuous location in the District's maintenance office, and shall be provided to each supervisory employee who shall keep it readily available.
3. **Meetings.** Periodic meetings (at least one per quarter) of supervisory employees shall be held under the direction of the General Manager or his/her designee for the discussion of safety problems and accidents that have occurred. Documentation of these meetings shall be maintained for three (3) years.
4. **Supervisor Meetings.** Supervisory employees shall conduct "toolbox" or "tailgate" safety meetings, or equivalent, with their crew(s) at least every ten (10) working days to emphasize safety. Documentation of these meetings shall be maintained for three





- (3) years.
5. **General Meetings.** General employee meetings shall be conducted monthly at which safety is freely and openly discussed by those present. Such meetings should be regular, scheduled, and announced to all employees so that maximum employee attendance can be achieved. Documentation of these meeting shall be maintained for three (3) years. Discussions at these meetings should concentrate on:
    - a. **Accident History.** Occupational accident and injury history within the District, including possible comparisons to other agencies.
    - b. **Feedback.** Feedback from employees.
    - c. **Guest Speakers.** Guest speakers from the District's workers compensation insurance carrier or other agencies concerned with safety.
    - d. **Materials.** Brief audio-visual materials that relate to the District's operations.
  6. **Training Programs.** Training programs shall be conducted every six (6) months or when new equipment, machinery or tools are purchased. Employees shall be instructed in the safe operation of said equipment, machinery or tools. Documentation of training programs shall be maintained for three (3) years.
    - a. **New Employees.** New employees shall be trained by their supervisor in the safe operation of the equipment, machinery and tools with which they will be working prior to being allowed to work independently. Documentation of new employee training shall be maintained for three (3) years.
  7. **Posters/Bulletins.** Posters and bulletins relating to and encouraging safe and healthy practices shall be posted on a rotational basis at a conspicuous location in the District's maintenance office.

5025.6 **Hazard Assessment and Control.** Periodic safety inspections shall be conducted to identify existing hazards in the workplace, or conditions, equipment and procedures that could be potentially hazardous. The inspections shall be conducted jointly by Human Resources and Director of Operations or his/her designee who, through experience or training, are able to identify actual and potential hazards and who understand safe work practices.

1. **Observe.** Safety inspectors will observe if safe work practices are being followed and will ensure that unsafe conditions or procedures are identified and corrected properly.
2. **Quarterly.** Safety inspections will be conducted at least quarterly. The frequency of the inspections will depend on the operations involved, the magnitude of the hazards, the proficiency of employees, changes in equipment or work processes, and the history or workplace injuries and illnesses.
3. **Written Assessment.** A written assessment shall be prepared after said inspections which will document identified hazards and prescribe procedures for the elimination of same, and measures that can be taken to prevent their recurrence.
4. **Assessment Review.** The General Manager or his/her designee will review written inspection reports and/or assessments prepared by Human Resources and will assist in prioritizing actions and verify completion of previous corrective actions. He/she shall also review the overall inspection program to determine trends.

5025.7 **Accident Investigation.** All accidents shall be thoroughly and properly investigated jointly by the Human Resources and Director of Operations or his/her designee, with the primary focus of understanding why the accident or near-miss occurred and what actions can be taken to preclude recurrence. A written report of said investigation shall be prepared which adequately





identifies the cause(s) of the accident or near-miss occurrence.

1. **Obtain Facts.** The investigation must obtain all the facts surrounding the occurrence: what caused the situation to occur; who was involved; was/were the employee(s) qualified to perform the functions involved in the accident or near-miss; were they properly trained; were proper operating procedures established for the task involved; were procedures followed, and if not, why not; where else this or a similar situation might exist, and how it can be corrected.
2. **Locate Problems.** The accident investigator must determine which aspects of the operation or process require additional attention (what type of constructive action can eliminate the cause(s) of the accident or near-miss).
3. **Note Previous Actions.** Actions already taken to reduce or eliminate the exposures being investigated should be noted, along with those remaining to be addressed.
4. **Note Interim Procedures.** Any interim or temporary precautions should also be noted. Any pending corrective action and reason for delaying its implementation should be identified.
5. **Identify Corrective Action.** Corrective action should be identified in terms of not only how it will prevent a recurrence of the accident or near-miss, but also how it will improve the overall operation. The solution should be a means of achieving not only accident control, but also total operation control.

#### 5025.8 Code of Safe Practices.

1. All employees shall follow the safe practices rules identified in the District's Injury and Illness Prevention Program (IIPP), render every possible aid to safe operations, and report all unsafe conditions or practices to the immediate supervisor, Department Head, Human Resources or General Manager.
2. Supervising employees shall insist on employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take such action as necessary to obtain observance. Each employee should be safety minded and encourage co-workers to do the same.
3. Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assigned duties shall not be allowed on the job while in that condition, and will be subject to the discipline specified in Policy 3205 Substance Abuse addressing Drug and Alcohol Abuse.
4. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
5. Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
6. No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
7. Employees shall not enter manholes, underground vaults, chambers or other similar places that receive little ventilation, unless it has been determined that it is safe to enter.
8. Employees shall be instructed to ensure that all guards and other protective devices are in proper places and adjusted, and shall report deficiencies promptly to the Competent Person on the jobsite
9. Crowding or pushing when boarding or leaving any vehicle or other conveyance shall be prohibited.



10. Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from the Competent Person on the jobsite, or other responsible managing employee.
11. All injuries shall be reported promptly to the Competent Person on the jobsite, or other responsible managing employee, so that arrangements can be made for medical or first aid treatment.
12. When lifting heavy objects, the large muscles of the leg instead of the smaller muscles of the back shall be used.
13. Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from falling objects.
14. Employees shall cleanse thoroughly after handling hazardous or unhealthy substances and follow special instructions from authorized sources and in accordance with the Safety Data Sheet (SDS).
15. Work shall be so arranged that employees are able to face a ladder and use both hands while climbing.
16. Gasoline shall not be used for cleaning purposes.
17. No burning, welding, or other source of ignition shall be applied to any enclosed tank or vessel, even if there are some openings, until it has first been determined that no possibility of explosion exists, and authority for the work is obtained from the Water Utility Superintendent, Director of Operations or his/her designee, or other responsible managing employee.
18. Any damage to scaffolds, false work, shoring or other supporting structures shall be immediately reported to the Competent Person on the jobsite, or other responsible managing employee.
19. All tools and equipment shall be maintained in good condition.
20. Damaged tools or equipment shall be removed from service and tagged "DEFECTIVE."
21. Pipe wrenches shall not be used as a substitute for other wrenches.
22. Only appropriate tools shall be used for the job.
23. Wheelbarrows shall not be used with handles in an upright position.
24. Portable electric tools shall not be lifted or lowered by means of the power cord. Ropes shall be used for this purpose.
25. In locations where the use of a portable power tool is difficult, the tool shall be supported by means of a rope or similar support of adequate strength.
26. Only authorized persons shall operate machinery or equipment.
27. Loose or frayed clothing, or long hair, dangling ties, finger rings, etc. shall not be worn around moving machinery or other sources of entanglement.
28. Machinery shall not be serviced, repaired or adjusted while in operation, nor shall oiling of moving parts be attempted, except on equipment that is designed or fitted with safeguards to protect the person performing the work.
29. Where appropriate, lock-out/block-out procedures shall be used.
30. Employees shall not work under vehicles supported by jacks or chain hoists, without protective blocking that will prevent injury if jacks or hoists should fail.
31. Air hoses shall not be disconnected at compressors until hose line has been bled.
32. All excavations shall be visually inspected before backfilling, to ensure that it is safe to backfill.
33. Excavating equipment shall not be operated near tops of cuts, banks, and cliffs if



employees are working below.

34. Tractors, backhoes and other similar equipment shall not operate where there is a possibility of overturning in dangerous areas like edges of deep fills, cut banks, and steep slopes.

5025.9 **Competent Person.** A *competent person* as defined by Cal/OSHA is an individual with the knowledge and experience to identify existing and potential hazards in the work environment, including those related to water systems, infrastructure, and safety protocols. This person must also have the authority to implement immediate corrective actions to mitigate risks and ensure the safety and compliance of operations.

5025.10 **Implementation.** An Injury and Illness Prevention Program, which will conform to the requirements of SB 198 and the Standards promulgated in response thereto by the California Occupational Safety and Health Standards Board, will require more than just the implementation of a policy similar to the foregoing example. Full compliance will require an in-depth and individualized assessment of an agency's current workplace conditions, practices and problems. Said assessment must be documented and include a safety and health survey, workplace assessment, evaluation of assessment information, development of an action plan, implementation of said plan, and ongoing maintenance of the program. The District encourages its members to take full advantage of Cal/OSHA's Consultation Service. In addition to suggesting both governmental and private sources for information, Cal/OSHA has a publication entitled, "Guide to Developing Your Workplace Injury & Illness Prevention Program with Checklists for Self-Inspection." This document and other information can be obtained from the nearest Cal/OSHA Consultation Service Offices.

5025.11 **Non-Retaliation.** The District is committed to ensuring a safe work environment where employees can report injuries, illnesses, safety concerns, or policy violations without fear of retaliation. Retaliation in any form, including harassment or discrimination, is strictly prohibited. Employees who believe they have been retaliated against for reporting safety-related issues should immediately report the incident to Human Resources. The District will investigate all claims of retaliation and take appropriate action, including disciplinary measures if necessary.



<b>ATTACHMENT 2 – STAFF REPORT</b>
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<b>3136 Succession and Workforce Planning</b>
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### **Executive Summary**

At the September 17, 2024, Personnel Committee meeting, Human Resources (HR) staff proposed to establish Policy 3136 Succession and Workforce Planning, which includes a section that allows Human Resources, in consultation with the General Manager, to initiate and manage a comprehensive succession and workforce planning program. This program is designed to proactively address the District's need for high-quality replacements in key leadership and technical positions, ensuring business continuity in the event of both expected and unexpected turnover. Additionally, the policy aims to promote career growth and advancement for District personnel by identifying and nurturing high-potential employees, thereby aligning individual development with the District's long-term strategic goals. After review, the Personnel Committee approved the policy draft to move forward to the next Board of Directors meeting.

### **Background**

At the September 17, 2024, Personnel Committee meeting, HR staff proposed establishing Policy 3136, Succession and Workforce Planning. This policy outlines a comprehensive framework designed to ensure the District's long-term success and stability by preparing for future leadership and staffing needs. One of the key sections allows HR, in consultation with the General Manager or his/her designee, to initiate and manage a proactive succession and workforce planning program. This program will focus on identifying high-potential employees and preparing them for key leadership and technical positions. By doing so, the District aims to maintain business continuity in the face of both planned retirements and unexpected turnover. At the meeting, staff also emphasized the importance of career development for District personnel, offering clear pathways for growth and upward mobility. The policy is designed to align individual development plans with the District's broader strategic objectives, fostering a culture of continuous improvement and innovation. Additionally, the policy includes measures to assess current workforce capabilities and anticipate future needs, ensuring that the District can adapt to changing operational demands. HR staff also presented a sample Individual Development Plan (IDP) for use in the District's Succession Planning program, which was commended by the Personnel Committee for its thorough and structured approach. After a detailed review and discussion, the Personnel Committee approved the policy draft to move forward to the Board of Directors.

As part of the District's ongoing policy review process, staff submitted the proposed redlined version to legal counsel to ensure clarity and completeness. Additional revisions were made to modernize the language and align the policy with current industry standards

### **Discussion**

Table A, Summary of Proposed Policy outlines the proposed establishment of Succession and Workforce Planning policy that are in reference to the redline draft version attached herewith.



Table A – Summary of Proposed Policy

Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
1	No Section	None	Management acknowledges the need for succession and workforce planning but does not have guidance in place.	<b>3136.1</b> Defines the purpose of the District's succession planning program to nurture high-potential individuals and to prepare for the future in case of a turnover.	No fiscal impact.
2	No Section	None	Human Resources is the division responsible for the program.	<b>3136.2</b> Identifies Human Resources (HR), in consultation with the General Manager or his/her designee, as the administrator of the program.	No fiscal impact.
3	No Section	None	District has currently no process.	<b>3136.3</b> Created a section that discusses the assessment of critical positions by HR, General Manager and Department Head.	No fiscal impact.
4	No Section	None	District has currently no process.	<b>3136.4</b> Identifies that high potential employee to undergo Individual Assessment Plan (IDP)	No fiscal impact.
5	No Section	None	District has currently no process.	<b>3136.5</b> Executes the development plan for high potential employees for career growth and development, and for future District needs.	No fiscal impact.



Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
6	No Section	None	District has currently no process.	<b>3136.6</b> Allows HR to utilize the Development Plan for future District's staffing needs and in parallel with employee performance evaluations.	No fiscal impact.
7	No Section	None	District has currently no process.	<b>3136.6</b> Reminds mentors that succession planning tasks must not be used to delegate essential functions to mentees. Identifies that 20% of the time stated in IDP should be allotted for training.	No fiscal impact.

**Fiscal Impact**

There is no fiscal impact in the revision of this policy.

**Attachments**

- a. Redline draft version of 3136 Succession and Workforce Planning
- b. Side-by-Side version of 3136 Succession and Workforce Planning



**POLICY TITLE: SUCCESSION AND WORKFORCE PLANNING**  
**POLICY NUMBER: 3136**

**3136.1 Purpose.** To ensure high-quality replacements for those individuals who currently hold positions that are key to the District's success. The positions targeted will be key leadership positions, positions requiring a high level of technical knowledge, and/or positions based on District need. Succession and workforce planning will be conducted to identify high potential individuals and to nurture their advancement.

**3136.2 Responsibility.** The Succession and Workforce Planning program will be initiated and managed by Human Resources in consultation with the General Manager or his/her designee.

**3136.3 Process.** All positions will be reviewed and assessed regarding the essential functions performed and their knowledge, skills, and abilities required. Positions identified as having the potential to become vacant in the next three (3) years due to retirement, or imminent due to a turnover or those critical to the success of the District will be targeted for succession planning. An initial plan will be developed and then reviewed periodically by Human Resources in collaboration with the General Manager or his/her designee and the Department Heads for any needed adjustments. Each Department Head will initially, and then annually, review their departmental structure and provide input as to the succession plan needs of the District.

**3136.4 High Potential Employees Assessment.** All employees will be assessed by their immediate supervisors accordingly. Although all employees may voluntarily complete an Individual Development Plan (IDP), only the high potential employees needed for progression into the targeted positions and leadership at the District may be approached regarding their desire to participate in an IDP based on their actual performance and the annual performance review. The assessment shall be reviewed by the General Manager or his/her designee, Department Head and Human Resources to determine fitness. Although there is no guarantee of a particular position or promotion, employees will have the opportunity to work toward becoming more qualified and prepared should they apply for openings that may become available. Not being selected for the succession plan under this policy are not disciplinary and do not incur any due process or appeal rights.

**3136.5 Development Plan Execution.** Upon review of submitted IDPs, identified high potential employees that want to participate in employee development and assume a greater or differing role of responsibility in the future will be assisted in the execution of their IDPs by their supervisors and the Human Resources. Development plans will provide realistic goals and action steps to be taken in the next months and years to prepare high potential employees for future roles.

**3136.6 Ongoing Utilization.** The Succession and Workforce plan will be utilized by the Human Resources on an ongoing basis as a guide to proactively prepare for future job opening needs. IDPs are completely voluntary and will be reviewed in parallel with employee performance evaluations.

**3136.7 Mentor-Mentee Task Allocation and Scope.** Succession Planning must not be used as a way for mentors or supervisors to assign mentorship-related tasks as essential job functions for the mentee. Tasks assigned through the mentorship program should be focused on development and should not exceed 20% of the employee mentee's work time. These tasks must be agreed upon by both the mentor and mentee through the Individual Development Plan (IDP) to ensure alignment with the mentee's growth and organizational objectives. Regular reviews between mentor and mentee are encouraged to maintain a balance between regular job duties and developmental tasks.

Adopted by Resolution XXX

# Attachment 2 Policy 3136 Attachment b

## PROPOSED POLICY

**POLICY TITLE:** SUCCESSION AND WORKFORCE PLANNING  
**POLICY NUMBER:** 3136

3136.1 **Purpose.** To ensure high-quality replacements for those individuals who currently hold positions that are key to the District's success. The positions targeted will be key leadership positions, positions requiring a high level of technical knowledge, and/or positions based on District need. Succession and workforce planning will be conducted to identify high potential individuals and to nurture their advancement.

3136.2 **Responsibility.** The Succession and Workforce Planning program will be initiated and managed ~~by~~ Humanity Human Resources in consultation with the General Manager or his/her designee.

3136.3 **Process.** All positions will be reviewed and assessed regarding the essential functions performed and their knowledge, skills, and abilities required. Positions identified as having the potential to become vacant in the next three (3) years due to retirement, or imminent due to a turnover or those critical to the success of the District will be targeted for succession planning. An initial plan will be developed and then reviewed periodically by Human Resources in collaboration with the General Manager or his/her designee and the Department Heads for any needed adjustments. Each Department Head will initially, and then annually, review their departmental structure and provide input as to the succession plan needs of the District.

3136.4 **High Potential Employees Assessment** All employees will be assessed by their immediate supervisors accordingly. Although all employees may voluntarily complete an Individual Development Plan (IDP), only the high potential employees needed for progression into the targeted positions and leadership at the District may be approached regarding their desire to participate in an IDP based on their actual performance and the annual performance review. The assessment shall be reviewed by the General Manager or his/her designee, Department Head and Human Resources to determine fitness. Although there is no guarantee of a particular position or promotion, employees will have the opportunity to work toward becoming more qualified and prepared should they apply for openings that may become available. Not being selected for the succession plan under this policy are not disciplinary and do not incur any due process or appeal rights.

3136.5 **Development Plan Execution** Upon review of submitted IDPs, identified high potential employees that want to participate in employee development and assume a greater or differing role of responsibility in the future will be assisted in the execution of their IDPs by their supervisors and the Human Resources. Development plans will provide realistic goals and action steps to be taken in the next months and years to prepare high potential employees for future roles.

3136.6 **Ongoing Utilization.** The Succession and Workforce plan will be utilized by the Human Resources on an ongoing basis as a guide to proactively prepare for future job opening needs. IDPs are completely voluntary and will be reviewed in parallel with employee performance evaluations.

3136.7 **Mentor-Mentee Task Allocation and Scope.** Succession Planning must not be used as a way for mentors or supervisors to assign mentorship-related tasks as essential job functions for the mentee. Tasks assigned through the mentorship programs should be focused on development and should not exceed 20% of the employee mentee's work time. These tasks must be agreed upon by both the mentor and mentee through the Individual Development Plan (IDP) to ensure alignment with the mentee's growth and organizational objectives. Regular reviews between mentor and mentee are encouraged to maintain a balance between regular job duties and developmental tasks.

## CURRENT POLICY

## NO POLICY IN PLACE



<b>ATTACHMENT 3 – STAFF REPORT</b>	<b>3176 Transfers and Voluntary Demotions</b>
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### **Executive Summary**

At the September 17, 2024 Personnel Committee meeting, Human Resources (HR) staff proposed the establishment of Policy 3176 Transfers and Voluntary Demotion to provide a clear framework for handling employee transfers and voluntary demotions within the District. The policy draft contains sections that define the roles and responsibilities of HR, Department Heads, and the General Manager or his/her designee, in reviewing and approving such requests. Additionally, the proposed policy draft outlines the eligibility criteria and conditions under which transfers, and voluntary demotions, may occur, ensuring a transparent and consistent process that supports employee development and operational efficiency.

### **Background**

At the September 17, 2024 Personnel Committee meeting, HR staff introduced Policy 3176: Transfers and Voluntary Demotion, aimed at establishing a structured and transparent framework for managing employee transfers and voluntary demotions within the District. The policy is designed to ensure that these processes are handled consistently, fairly, and in a manner that supports both employee development and the operational needs of the District. The proposed draft includes detailed sections that outline the specific roles and responsibilities of HR, Department Heads, and the General Manager, or his/her designee, in reviewing and approving transfer and demotion requests. It emphasizes the importance of collaboration between departments and HR to facilitate these transitions smoothly while adhering to District policies and maintaining organizational efficiency. Additionally, the policy draft specifies the eligibility criteria and the conditions under which transfers, and voluntary demotions may be considered, helping to ensure that all decisions are made based on clear, objective standards. HR staff also explained that the proposed policy aims to foster a positive working environment by supporting employee career mobility, offering opportunities for lateral moves or voluntary changes in position when appropriate, while maintaining business continuity. After a thorough review and discussion, the Personnel Committee approved the proposed policy to be presented to the Board of Directors.

As part of the ongoing review process of all District policies, staff presented the proposed redline version to Legal Counsel to ensure compliance with the applicable California Labor Laws, and to promote clarity and completeness. HR staff also used modern language in creating this policy to keep up with the industry standards.

### **Discussion**

Table A, Summary of Proposed Policy outlines the proposed establishment of Transfers and Voluntary Demotion policy that are in reference to the redline draft version attached herewith.



Table A – Summary of Proposed Policy

Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
1	No Section	None	The District allows transfers and voluntary demotions for employee development and District interest.	<b>3176.1</b> Added policy statement for why the District supports transfers and demotions.	No fiscal impact.
2	No Section	None	The District had a few instances in the past that allowed voluntary demotions but has no official process in place.	<b>3176.2</b> Added Voluntary Demotion section that covers the definition, process and the probation period.  Legal counsel added that this is not a form of a disciplinary action as this is voluntary.	No fiscal impact.
3	No Section	None	The District had a few instances in the past that allowed voluntary transfers but has no official process in place.	<b>3176.3</b> Added Voluntary Transfer section that covers the definition, process and the probation period.  Legal counsel added that this is not a form of a disciplinary action as this is voluntary.	No fiscal impact.
4	No Section	None	Like promotions, these requests automatically place an approved employee on a 6-month probation unless waived by the General Manager or his/her designee.	<b>3176.4</b> Added this process to the policy. Also add the conditions and eligibility criteria for when a transferred employee's performance is poor such as Performance Improvement Plan (PIP) or progressive discipline.	No fiscal impact.



Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
5	No Section	None	There is no official procedure for transfers and demotions in the District. Transfers happened during job openings and successful interviews.	<b>3176.5</b> Added a process for transfer and demotion including a review by HR and the receiving Department Head.	No fiscal impact.
6	No Section	None	All requests are approved or denied by the General Manager or designee through a justification of selection and Personnel Action Form (PAF).	<b>3176.6</b> Added the General Manager or designee as the authorized individual to approve transfer or demotion requests.	No fiscal impact.

**Fiscal Impact**

There is no fiscal impact in the revision of this policy.

**Attachments**

- a. Redline draft version of Policy 3176 Transfers and Voluntary Demotion
- b. Side-by-side version of Policy 3176 Transfers and Voluntary Demotion

**POLICY TITLE: TRANSFER AND VOLUNTARY DEMOTION**  
**POLICY NUMBER: 3176**

## **Attachment 3**

### **Policy 3176**

#### **Attachment a**

**3176.1 Policy.** Transfers, voluntary demotions, and job changes are used to retain employees or to change assignments as needed in the best interests of the District. In addition, such actions are used for proper placement of personnel for employee development.

**3176.2 Voluntary Demotion.** A voluntary demotion of an employee from an incumbent position to a position in a different classification, for which the maximum rate of pay is lower and where the employee has voluntarily requested or agreed to such appointment in writing. A demoted employee shall serve a six (6) month probationary period from the appointment date, unless the employee will return to his/her previous position held or if the probationary period is waived by the General Manager or his/her designee with a recommendation from the Department Head and Human Resources requested in writing by the demoting employee. Demotions under this policy are not disciplinary and do not incur any due process or appeal rights.

**3176.3 Transfer.** A transfer involves moving an employee from their current position under one supervisor to a position, either in the same or a different department or division, under a different supervisor. This may be within the same or a different job classification. To be eligible for placement on the transfer list, employees must have successfully completed a six (6) month probationary period in their current classification. Transfers are not disciplinary and do not incur any due process or appeal rights.

**3176.4 Probationary Period and Conditions for Employee Transfers.** When an employee transfers to a different job classification, a six (6) month probationary period will commence from the date of the transfer, unless waived by the General Manager or his/her designee upon written request from the immediate supervisor or employee, with the support of the Department Head. During this probationary period, if the employee's performance is deemed below acceptable standards by the immediate supervisor or Department Head, the employee shall be returned to their previous classification/position if available, needed or if budgeted within the current fiscal year. If the former position is unavailable, the employee may be placed on a Performance Improvement Plan (PIP), subjected to progressive corrective action, or, if necessary, terminated. Employees who request and are granted a return to their former classification/position will not be eligible for another transfer for one (1) year following their return, unless there is sufficient justification for the Department Head or General Manager, or his/her designee, to waive this one (1) year restriction.

**3176.5 Transfer/Voluntary Demotion Procedure.** An employee may submit a written request for a transfer or voluntary demotion to their immediate supervisor. The request will be reviewed by the Department Head in collaboration with Human Resources and, if appropriate, forwarded to the receiving department/division's supervisor and/or Department Head for interview and selection. This will occur if the employee's work history and qualifications align with the requirements of the new position, or if the employee has previously held regular status in the requested classification. All subsequent actions will follow the procedures outlined in Policy Number 3215.5 (Personnel Action Form).

**3176.6 Approval Authority.** The General Manager or his/her designee has the authority to approve transfers and voluntary demotions, based on a written recommendation from the receiving Department Head and Human Resources after a successful selection process.

Adopted by Resolution 20-XX, Date



# Attachment 3 Policy 3176 Attachment b

## PROPOSED POLICY

## CURRENT POLICY

## NO POLICY IN PLACE

**POLICY TITLE:** TRANSFER AND VOLUNTARY DEMOTION  
**POLICY NUMBER:** 3176

**3176.1 Policy.** Transfers, voluntary demotions, and job changes are used to retain employees or to change assignments as needed in the best interests of the District. In addition, such actions are used for proper placement of personnel for employee development.

**3176.2 Voluntary Demotion.** A voluntary demotion of an employee from an incumbent position to a position in a different classification, for which the maximum rate of pay is lower and where the employee has voluntarily requested or agreed to such appointment in writing. A demoted employee shall serve a six (6) month probationary period from the appointment date, unless the employee will return to his/her previous position held or if the probationary period is waived by the General Manager or his/her designee with a recommendation from the Department Head and Human Resources requested in writing by the demoting employee. Demotions under this policy are not disciplinary and do not incur any due process or appeal rights.

**3176.3 Transfer.** A transfer involves moving an employee from their current position under one supervisor to a position, either in the same or a different department or division, under a different supervisor. This may be within the same or a different job classification. To be eligible for placement on the transfer list, employees must have successfully completed a six (6) month probationary period in their current classification. Transfers are not disciplinary and do not incur any due process or appeal rights.

**3176.4 Probationary Period and Conditions for Employee Transfers.** When an employee transfers to a different job classification, a six (6) month probationary period will commence from the date of the transfer, unless waived by the General Manager or his/her designee upon written request from the immediate supervisor or employee, with the support of the Department Head. During this probationary period, if the employee's performance is deemed below acceptable standards by the immediate supervisor or Department Head, the employee shall be returned to their previous classification/position if available, needed or if budgeted within the current fiscal year. If the former position is unavailable, the employee may be placed on a Performance Improvement Plan (PIP), subjected to progressive corrective action, or, if necessary, terminated. Employees who request and are granted a return to their former classification/position will not be eligible for another transfer for one (1) year following their return, unless there is sufficient justification for the Department Head or General Manager, or his/her designee, to waive this one (1) year restriction.

**3176.5 Transfer/Voluntary Demotion Procedure.** An employee may submit a written request for a transfer or voluntary demotion to their immediate supervisor. The request will be reviewed by the Department Head in collaboration with Human Resources and, if appropriate, forwarded to the receiving department/division's supervisor and/or Department Head for interview and selection. This will occur if the employee's work history and qualifications align with the requirements of the new position, or if the employee has previously held regular status in the requested classification. All subsequent actions will follow the procedures outlined in Policy Number 3215.5 (Personnel Action Form).

**3176.6 Approval Authority.** The General Manager or his/her designee has the authority to approve transfers and voluntary demotions, based on a written recommendation from the receiving Department Head and Human Resources after a successful selection process.



<b>ATTACHMENT 4 – STAFF REPORT</b>	<b>3255 Other Mandated Leaves of Absence</b>
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### **Executive Summary**

At the September 17, 2024 Personnel Committee meeting, Human Resources (HR) staff proposed the establishment of Policy 3255 Other Mandated Leaves of Absence, which outlines various mandated leaves in compliance with California Labor Laws, to ensure legal compliance and mitigate potential legal risks for the District. The policy draft includes sections discussing Civil Air Patrol Leave, School Activities / School Appearance Leave, Volunteer Firefighter Leave, Voting Leave, Organ and Bone Marrow Donation Leave, and Reproductive Loss Leave. Legally mandated by the State, these leaves are crucial as they allow employees to address personal, civic, and health-related responsibilities while ensuring job security. The Personnel Committee approved the policy to be moved forward to the next Regular Board meeting with minor changes.

### **Background**

At the September 17, 2024, Personnel Committee meeting, HR staff introduced Policy 3255: Other Mandated Leaves of Absence, designed to ensure the District's compliance with California labor laws and mitigate potential legal risks. The policy covers several state-mandated leaves, such as Civil Air Patrol Leave, School Activities/School Appearance Leave, Volunteer Firefighter Leave, Voting Leave, Organ and Bone Marrow Donation Leave, and Reproductive Loss Leave. The policy is crucial as it ensures legal compliance with California labor laws by providing employees with necessary time off for personal, civic, and health-related matters, such as voting, organ donation, and emergency service duties. It prioritizes employee wellbeing by protecting job security during critical life events like reproductive loss and health emergencies, allowing employees to focus on their personal needs without fear of retaliation or termination.

During the meeting, the Personnel Committee directed staff to revise the time-off allowance for the Voting Leave section, reducing it from 4 hours to 2 hours to align with the legal requirements. HR staff also noted that the Reproductive Loss leave applies to both parents. By defining eligibility, duration, and documentation needs for each leave type, the policy ensures transparency and consistency. The Committee approved the policy, with minor language changes, to move forward to the next Regular Board meeting for final consideration.

As part of the ongoing review process of all District policies, staff presented the proposed redline version to Legal Counsel to ensure compliance with applicable labor laws, and to promote clarity and completeness. Changes were also made to modernize the policy language, and to keep up with the industry standards.

### **Discussion**

Table A, Summary of Proposed Policy, outlines the proposed establishment of the Other Mandated Leaves of Absence policy that are in reference to the redline draft version attached herewith.



Table A – Summary of Proposed Policy

Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
1	No Section	None	The District values work-life balance for all its employees and follows the law if applicable.	<b>3255.1</b> Created purpose statement to address the importance of the policy while in compliance with the law.	No fiscal impact.
2	No Section	CA Labor Code § 1503	The District follows the law for Civil Air Patrol Leave if employees request it.	<b>3255.2</b> Civil Air Patrol leave for up to 10 days in a year, with not exceeding 3 days per emergency. Not required to use available accrued leaves.	The hourly rate of the employees opting to use their accrued leave, which is already included in the annual budget.
3	No Section	CA Labor Code § 230.8	The District follows the law for School Activities/School Appearance Leave if employees request it.	<b>3255.3</b> Created section for School Activities/School Appearance Leave for up to 40 hours a year with 8 hours per month with documentation. Required to use accrued vacation leave.	The hourly rate of the employees required to use their accrued leave, which is already included in the annual budget.
4	No Section	CA Labor Code § 230.3- 230.4	The District follows the law for Volunteer Firefighters, Peace Officers and Emergency Personnel Leave if employees request it.	<b>3255.4</b> Emergency Personnel requests for unpaid time off as needed without requiring using accrued leaves. <b>3255.4.1</b> Qualifications considered for an emergency volunteer.	The hourly rate for the employees who request to utilize their accrued leave, which is already included in the annual budget.



Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
5	No Section	CA Election Code § 14000	The District follows the law for paid time off for Voting.	<b>3255.5</b> Voting Leave for up to 2 paid hours as legally required and per Personnel Committee's directive.	The hourly rate of the employees taking a paid time off of 4 hours to vote, which is already included in the annual budget.
6	No Section	CA Labor Code §1508-1513	The District follows the law for Organ and Bone Marrow Donation leave although we have not had situations in the past.	<b>3255.6</b> Added section for Organ Donation leave of up to paid 30 days leave, and Bone Marrow Donation leave of up to paid 5 days leave.	The hourly rate of the employees taking a paid leave of either 30 or 5 days for either donation, which is already included in the annual budget.
7	No Section	CA Fair Employment and Housing Act (FEHA)	The District follows the Reproductive Loss Leave if employees request it.	<b>3255.7</b> Created section for Reproductive Loss Leave for up to 20 working days per year and 5 workdays per reproductive loss event requiring use of sick, vacation or admin leave with documentation from the healthcare provider.	The hourly rate of the employees taking a paid leave of up to 20 days in the event of a reproductive health loss, which is already included in the annual budget.



Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
8	No Section	None	The District follows the rule that employees does not need to seek approval from the General Manager when using their protected leaves similar to FMLA/CFRA.	<b>3255.8</b> Created section that General Manager does not need to approve, but employees are required, to provide notice to their supervisor and HR (for paperwork). If no notice was given, it may be construed as job abandonment under Policy 3185.	No fiscal impact.
9	No Section	All CA Labor Code sections stated above.	The District does not retaliate against any employee taking protected leave in compliance with the law.	<b>3255.9</b> Created section that employees taking this leave shall not be retaliated against.	No fiscal impact.

**Fiscal Impact**

Fiscal Impact is the computation of the hourly rate of the employees taking the applicable paid leave/time-off or if they are required to utilize their available accrued leaves, which are all accounted for in the annual operating budget.

**Attachments**

- a. Redline draft version of Policy 3255 Other Mandated Leaves of Absence
- b. Side-by-side version of Policy 3255 Other Mandated Leaves of Absence
- c. California Labor Code § 1503 – Civil Air Patrol Leave
- d. California Labor Code § 230.8 – School Activities/Appearance Leave
- e. California Labor Code § 230.3 – Volunteer Firefighters, Peace Officers and Emergency Personnel Leave
- f. California Election Code §14000 – Time-off To Vote
- g. California Labor Code §1508-1513 - Organ and Bone Marrow Donation leave
- h. Fair Employment and Housing Act (FEHA) – Reproductive Loss Leave

# Attachment 4 Policy 3255 Attachment a

BEAUMONT-CHERRY VALLEY WATER DISTRICT

SECTION TITLE

**POLICY TITLE: OTHER MANDATED LEAVES OF ABSENCE**

**POLICY NUMBER: 3255**

**3255.1 Purpose.** This policy is designed to provide employees with the necessary time off to address important personal, civic, and health-related matters, ensuring they can fulfill these responsibilities while maintaining job security. These leaves are legally required under California law and are intended to support employees in emergencies, civic duties, family care, and personal health without fear of losing their employment.

**3255.2 Civil Air Patrol Leave.** All full-time and part-time employees regardless of his/her tenure at the District who are also volunteer members of the Civil Air Patrol are entitled to up to ten (10) days of unpaid leave in a year for Civil Air Patrol duty to respond to an emergency operation mission. Leave for a single emergency should not exceed three (3) workdays. Employees using Civil Air Patrol leave are not required to use their available accrued vacation or administrative leave hours. Employees are required to provide at least 2 weeks' as much notice as possible to Human Resources and must also submit written certification of the need for leave from the appropriate Civil Air Patrol authority.

Commented [BR(1): CA Labor Code Section 1503

**3255.3 School Activities/School Appearance Leave.** All full-time and part-time employees who have worked in the District for at least six (6) months are entitled to up to unpaid forty (40) hours per calendar year to attend or to participate in school activities or the required parent appearance of a natural biological, step or foster child, legal ward, person to whom the parent stands in loco parentis, or grandchild. For this type of leave, a year is measured from the employee's hire date. The child must be enrolled in kindergarten through the twelfth (12<sup>th</sup>) grade, or in a licensed day-care facility. The amount of unpaid leave cannot exceed eight (8) hours within a calendar month, unless the need for leave is to address a child care provider or school emergency, and may be taken either as a full day or in smaller increments as needed. The employee must provide reasonable advanced notice of the planned absence to their immediate supervisor, supported with documentation of attendance or participation from the school authority or licensed day-care facility. Where both parents are employed by the District and request leave for the same child's activity, the employee who asks first will be given the leave. Employees are required to use their available accrued vacation or administrative leave hours when using this type of leave.

Commented [BR(2): CA Labor Code Section 230.8

**3255.4 Volunteer Firefighters, Peace Officers, and Emergency Personnel Leave.** All qualified full-time and part-time employees regardless of his/her tenure at the District may take unpaid time off as needed in the duration of emergency situations to perform emergency duty as a volunteer firefighter, peace officer, or emergency rescue personnel. If an employee is an official volunteer firefighter, peace officer, or emergency rescue personnel, the employee shall alert their supervisor about the potential to take time off for emergency duty. When taking time off for emergency duty, the employee is required to alert their supervisor before doing so when possible. Employees are not required to use their available accrued vacation or administrative leave hours when using this type of leave.

Commented [BR(3): Required by Labor Code section 230.3 and 230.4. This is okay. Law did not require a time frame as long as the emergency situation exists. No certification required from the authority.

**3255.4.1 Qualifications.** The eligibility to perform these civic duties is determined by the District provided that the responder meets certain qualifications:

- a. Must be at least 18 years old.
- b. Must pass a physical agility test.
- c. Completion of basic firefighting or law enforcement training.
- d. Satisfactory drug test.
- e. Valid California driver's license is required to drive District-owned vehicles.

Commented [RTG4]: Do you want to include the leave provided in Labor Code section 230.4, to attend emergency services training? It applies to employers with 50 or more employees, so I'm not sure if that applies to the District.

Adopted by Resolution 20-XX, Date



**3255.5 Voting Leave.** All full-time and part-time employees regardless of his/her tenure at the District and are unable to vote outside working hours due to a work schedule conflict are entitled to up to ~~four (4)~~ two (2) hours of paid time off within work hours to vote in local or statewide elections. The voter must be a California resident. The time ~~should~~ shall be taken at the beginning or end of the work shift, whichever minimizes disruption. Employees must notify the District two (2) working days in advance and provide documentation of their voting leave. Once the paid hours are exhausted, any additional time needed will be unpaid. Employees are not required to use their available accrued vacation or administrative leave hours provided the additional unpaid time is approved by the General Manager or his/her designee.

**Commented [BR(5):** Yes. Required under California Election Code Section 14000

**3255.6 Organ and Bone Marrow Donation Leave.** All full-time and part-time employees regardless of their tenure ~~who have worked in the District for at least 30 days and are organ donors~~ are entitled to up to thirty (30) days of paid leave, and up to an additional 30 days of unpaid leave, within a one (1) year period for the purpose of donating an organ to another person. All full-time and part-time employees regardless of their tenure ~~who have been employed for at least 30 days from their date of hire and are bone marrow donors~~ are entitled to up to five (5) days of paid leave within a one (1) year period for the purpose of donating bone marrow to another person. Group health insurance is maintained during the leave period. For these types of leave, a year is measured as twelve (12) consecutive months from the date leave begins. These leaves do not run concurrently with FMLA and/or CFRA leave. Employees are encouraged ~~required~~ to provide at least 2 weeks' notice to Human Resources and to supply documentation from a licensed healthcare provider supporting the leave request. After the paid leave days are exhausted, employees are required to use their available accrued sick, vacation or administrative leave hours, when taking this type of leave.

**Commented [RTG6R5]:** Section 14000 requires only two hours of paid leave. However, the District can provide additional paid leave. I just wanted to clarify this - I'm not suggesting you change the policy.

**3255.7 Reproductive Loss Leave.** All full-time and part-time employees who have worked in the District for at least 30 days are entitled to five (5) workdays per reproductive loss and for up to ~~240~~ working days of protected leave per year, to be taken consecutively or intermittently, in the event of a miscarriage, stillbirth, failed surrogacy, failed adoption or other reproductive loss unsuccessful assisted reproduction. For this type of leave, a year is measured as twelve (12) consecutive months from the date leave begins. Employees are encouraged to provide advance notice whenever possible, and if not feasible, they should inform their supervisor as soon as practicable, supported with a required documentation from a healthcare provider. Employees are required to use their available accrued sick, vacation, administrative or sick leave hours when using this type of leave. The District maintains strict confidentiality regarding an employee's reproductive loss and any related leave taken under this policy.

**Commented [RTG7]:** The two-week notice requirement is not part of the statute. You can probably enforce it, but keep in mind an employee may challenge that requirement if the need to take leave arises on an emergency basis and notice is not possible.

**Commented [BR(8):** California Labor Code Sections 1508-1513

**Commented [RTG9]:** You may limit the leave to 5 days per reproductive loss event, but you must provide 20 days per year if the employee experiences multiple losses.

**3255.8 Approval Process for Legally Protected Leaves.** All protected leaves of absence do not require approval from the General Manager or his/her designee prior to being taken. However, employees are required to provide reasonable notice to the District through its Human Resources when feasible, and they must be allowed to take these leaves when necessary and supported by documentation without the risk of disciplinary action. Any leave of absence from work, either full or partial workdays, taken without prior notice to the District may subject the employee to disciplinary action up to including termination of employment. Failure of an employee to report for work more than three (3) consecutive days without notice to the District shall be deemed as job abandonment by the employee as of the date on which the employee last worked. For more information, please refer to Policy 3185 Employee Separation.

**Commented [BR(10):** Distinct from CFRA and enforced by CA Civil Rights Department (CRD) which is under FEHA.

**3255.9 Non-Retaliation.** The District strictly prohibits retaliation against any employee who takes leave under this policy. Employees who believe they have been retaliated against for exercising their rights under this policy should report the matter to Human Resources immediately. Any form of retaliation is subject to disciplinary action, up to and including termination.

**Commented [BR(11):** Covered by Separation Policy

# Attachment 4 Policy 3255 Attachment b

PROPOSED POLICY

CURRENT POLICY

NO POLICY IN PLACE

POLICY TITLE: OTHER MANDATED LEAVES OF ABSENCE  
POLICY NUMBER: 3255

**3255.1 Purpose.** This policy is designed to provide employees with the necessary time off to address important personal, civic, and health-related matters, ensuring they can fulfill these responsibilities while maintaining job security. These leaves are legally required under California law and are intended to support employees in emergencies, civic duties, family care, and personal health without fear of losing their employment.

**3255.2 Civil Air Patrol Leave.** All full-time and part-time employees regardless of his/her tenure at the District who are also volunteer members of the Civil Air Patrol are entitled to up to ten (10) days of unpaid leave in a year for Civil Air Patrol duty to respond to an emergency operation mission. Leave for a single emergency should not exceed three (3) workdays. Employees using Civil Air Patrol leave are not required to use their available accrued vacation or administrative leave hours. Employees are required to provide at least 2 weeks' as much notice as possible to Human Resources and must also submit written certification of the need for leave from the appropriate Civil Air Patrol authority.

**3255.3 School Activities/School Appearance Leave.** All full-time and part-time employees who have worked in the District for at least six (6) months are entitled to up to unpaid forty (40) hours per calendar year to attend or to participate in school activities or the required parent appearance of a natural biological, step or foster child, legal ward, person to whom the parent stands in loco parentis, or grandchild. For this type of leave, a year is measured from the employee's hire date. The child must be enrolled in kindergarten through the twelfth (12<sup>th</sup>) grade, or in a licensed day-care facility. The amount of unpaid leave cannot exceed eight (8) hours within a calendar month, unless the need for leave is to address a child care provider or school emergency, and may be taken either as a full day or in smaller increments as needed. The employee must provide reasonable advanced notice of the planned absence to their immediate supervisor, supported with documentation of attendance or participation from the school authority or licensed day-care facility. Where both parents are employed by the District and request leave for the same child's activity, the employee who asks first will be given the leave. Employees are required to use their available accrued vacation or administrative leave hours when using this type of leave.

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**3255.4.1 Qualifications.** The eligibility to perform these civic duties is determined by the District provided that the responder meets certain qualifications.

- a. Must be at least 18 years old.
- b. Must pass a physical agility test.
- c. Completion of basic firefighting or law enforcement training.
- d. Satisfactory drug test.
- e. Valid California driver's license is required to drive District-owned vehicles.

**3255.5 Voting Leave.** All full-time and part-time employees regardless of his/her tenure at the District and are unable to vote outside working hours due to a work schedule conflict are entitled to up to four (4) two (2) hours of paid time off within work hours to vote in local or statewide elections. The voter must be a California resident. The time ~~should~~ shall be taken at the beginning or end of the work shift, whichever minimizes disruption. Employees must notify the District two (2) working days in advance and provide documentation of their voting leave. Once the paid hours are exhausted, any additional time needed will be unpaid. Employees are not required to use their available accrued vacation or administrative leave hours provided the additional unpaid time is approved by the General Manager or his/her designee.

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**3255.7 Reproductive Loss Leave.** All full-time and part-time employees who have worked in the District for at least 30 days are entitled to five (5) workdays per reproductive loss and for up to 240 working days of protected leave per year to be taken consecutively or intermittently in the event of a miscarriage, stillbirth, failed surrogacy, failed adoption or other ~~reproductive loss~~ unsuccessful assisted reproduction. For this type of leave, a year is measured as twelve (12) consecutive months from the date leave begins. Employees are encouraged to provide advance notice whenever possible, and if not feasible, they should inform their supervisor as soon as practicable, supported with a required documentation from a healthcare provider. Employees are required to use their available accrued sick, vacation, administrative or sick leave hours when using this type of leave. The District maintains strict confidentiality regarding an employee's reproductive loss and any related leave taken under this policy.

**3255.8 Approval Process for Legally Protected Leaves.** All protected leaves of absence do not require approval from the General Manager or his/her designee prior to being taken. However, employees are required to provide reasonable notice to the District through its Human Resources when feasible, and they must be allowed to take the leave when necessary and supported by documentation without the risk of disciplinary action. Any leave of absence from work, either full or partial workdays, taken without prior notice to the District may subject the employee to disciplinary action up to including termination of employment. Failure of an employee to report for work more than three (3) consecutive days without notice to the District shall be deemed as job abandonment by the employee as of the date on which the employee last worked. For more information, please refer to Policy 3185 Employee Separation.

**3255.9 Non-Retaliation.** The District strictly prohibits retaliation against any employee who takes leave under this policy. Employees who believe they have been retaliated against for

**3255.9 Non-Retaliation.** The District strictly prohibits retaliation against any employee who takes leave under this policy. Employees who believe they have been retaliated against for exercising their rights under this policy should report the matter to Human Resources immediately. Any form of retaliation is subject to disciplinary action, up to and including termination.

**JUSTIA****Attachment 4  
Policy 3255  
Attachment c**[Go to previous versions of this Section](#)

# 2023 California Code

## Labor Code - LAB

### DIVISION 2 - EMPLOYMENT

### REGULATION AND SUPERVISION

### PART 5 - Civil Air Patrol

### Section 1503.

**Universal Citation:**CA Labor Code § 1503 (2023) [← Previous](#)[Next >](#)

1503. (a) (1) An employer shall provide not less than 10 days per calendar year of unpaid Civil Air Patrol leave to an employee responding to an emergency operational mission of the California Wing of the Civil Air Patrol. Civil Air Patrol leave for a single emergency operational mission shall not exceed three days, unless an extension of time is granted by the governmental entity that authorized the emergency operational mission, and the extension of the leave is approved by the employer.

(2) Notwithstanding paragraph (1), an employer is not required to grant Civil Air Patrol leave to an employee who is required to respond to either the same or other simultaneous emergency operational mission as a first responder or disaster service worker for a local, state, or federal agency.

(b) (1) An employee shall give the employer as much notice as possible of the intended dates upon which the Civil Air Patrol leave will begin and end.

(2) An employer may require certification from the proper Civil Air Patrol authority to verify the eligibility of the employee for the leave requested or taken. The employer may deny the leave to be taken as Civil Air Patrol leave if the employee fails to provide the required certification.

(c) An employee taking leave under this part shall not be required to exhaust all accrued vacation leave, personal leave, compensatory leave, sick leave, disability leave, and any other leave that may be available to the employee in order to take Civil Air Patrol leave.

(d) Nothing in this act prevents an employer from providing paid leave for leave taken pursuant to this part.

*(Added by Stats. 2009, Ch. 242, Sec. 1. (AB 485) Effective January 1, 2010.)*

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**JUSTIA****Attachment 4  
Policy 3255  
Attachment d**[Go to previous versions of this Section](#)

# **2023 California Code**

## **Labor Code - LAB**

### **DIVISION 2 - EMPLOYMENT**

#### **REGULATION AND SUPERVISION**

##### **PART 1 - COMPENSATION**

###### **CHAPTER 1 - Payment of Wages**

###### **ARTICLE 1 - General Occupations**

###### **Section 230.8.**

**Universal Citation:**CA Labor Code § 230.8 (2023) [◀ Previous](#)[Next ▶](#)

230.8. (a) (1) An employer who employs 25 or more employees working at the same location shall not discharge or in any way discriminate against an employee who is a parent of one or more children of the age to attend kindergarten or grades 1 to 12, inclusive, or a licensed child care provider, for taking off up to 40 hours each year, for the purpose of either of the following child-related activities:

(A) To find, enroll, or reenroll his or her child in a school or with a licensed child care provider, or to participate in activities of the school or licensed child care provider of his or her child, if the employee, prior to taking the time off, gives reasonable notice to the



employer of the planned absence of the employee. Time off pursuant to this subparagraph shall not exceed eight hours in any calendar month of the year.

(B) To address a child care provider or school emergency, if the employee gives notice to the employer.

(2) If more than one parent of a child is employed by the same employer at the same worksite, the entitlement under paragraph (1) of a planned absence as to that child applies, at any one time, only to the parent who first gives notice to the employer, such that another parent may take a planned absence simultaneously as to that same child under the conditions described in paragraph (1) only if he or she obtains the employer's approval for the requested time off.

(b) (1) The employee shall utilize existing vacation, personal leave, or compensatory time off for purposes of the planned absence authorized by this section, unless otherwise provided by a collective bargaining agreement entered into before January 1, 1995, and in effect on that date. An employee also may utilize time off without pay for this purpose, to the extent made available by his or her employer. The entitlement of any employee under this section shall not be diminished by any collective bargaining agreement term or condition that is agreed to on or after January 1, 1995.

(2) Notwithstanding paragraph (1), in the event that all permanent, full-time employees of an employer are accorded vacation during the same period of time in the calendar year, an employee of that employer may not utilize that accrued vacation benefit at any other time for purposes of the planned absence authorized by this section.

(c) The employee, if requested by the employer, shall provide documentation from the school or licensed child care provider as proof that he or she engaged in child-related activities permitted in subdivision (a) on a specific date and at a particular time. For purposes of this subdivision, "documentation" means whatever written verification of parental participation the school or licensed child care provider deems appropriate and reasonable.

(d) Any employee who is discharged, threatened with discharge, demoted, suspended, or in any other manner discriminated against in terms and conditions of employment by his or her employer because the employee has taken time off to engage in child-related activities permitted in subdivision (a) shall be entitled to reinstatement and reimbursement for lost wages and work benefits caused by the acts of the employer. Any employer who willfully refuses to rehire, promote, or otherwise restore an employee or former employee who has

been determined to be eligible for rehiring or promotion by a grievance procedure, arbitration, or hearing authorized by law shall be subject to a civil penalty in an amount equal to three times the amount of the employee's lost wages and work benefits.

(e) For purposes of this section, the following terms have the following meanings:

(1) "Parent" means a parent, guardian, stepparent, foster parent, or grandparent of, or a person who stands in loco parentis to, a child.

(2) "Child care provider or school emergency" means that an employee's child cannot remain in a school or with a child care provider due to one of the following:

(A) The school or child care provider has requested that the child be picked up, or has an attendance policy, excluding planned holidays, that prohibits the child from attending or requires the child to be picked up from the school or child care provider.

(B) Behavioral or discipline problems.

(C) Closure or unexpected unavailability of the school or child care provider, excluding planned holidays.

(D) A natural disaster, including, but not limited to, fire, earthquake, or flood.

*(Amended by Stats. 2015, Ch. 802, Sec. 1. (SB 579) Effective January 1, 2016.)*

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**LABOR CODE - LAB****DIVISION 2. EMPLOYMENT REGULATION AND SUPERVISION [200 - 2699.8]** ( *Division 2 enacted by Stats. 1937, Ch. 90.* )**PART 1. COMPENSATION [200 - 452]** ( *Part 1 enacted by Stats. 1937, Ch. 90.* )**CHAPTER 1. Payment of Wages [200 - 273]** ( *Chapter 1 enacted by Stats. 1937, Ch. 90.* )**Attachment 4  
Policy 3255  
Attachment e****ARTICLE 1. General Occupations [200 - 244]** ( *Article 1 enacted by Stats. 1937, Ch. 90.* )

**230.3.** (a) An employer shall not discharge or in any manner discriminate against an employee for taking time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel.

(b) An employee who is discharged, threatened with discharge, demoted, suspended, or in any other manner discriminated against in the terms and conditions of employment by his or her employer because the employee has taken time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel shall be entitled to reinstatement and reimbursement for lost wages and work benefits caused by the acts of the employer. Any employer who willfully refuses to rehire, promote, or otherwise restore an employee or former employee who has been determined to be eligible for rehiring or promotion by a grievance procedure, arbitration, or hearing authorized by law, is guilty of a misdemeanor.

(c) (1) Subdivisions (a) and (b) of this section shall not apply to any public safety agency or provider of emergency medical services if, as determined by the employer, the employee's absence would hinder the availability of public safety or emergency medical services.

(2) An employee who is a health care provider shall notify his or her employer at the time the employee becomes designated as emergency rescue personnel and when the employee is notified that he or she will be deployed as a result of that designation.

(d) (1) For purposes of this section, "volunteer firefighter" shall have the same meaning as the term "volunteer" in Section 50952 of the Government Code.

(2) For purposes of this section, "emergency rescue personnel" means any person who is an officer, employee, or member of a fire department or fire protection or firefighting agency of the federal government, the State of California, a city, county, city and county, district, or other public or municipal corporation or political subdivision of this state, or of a sheriff's department, police department, or a private fire department, or of a disaster medical response entity sponsored or requested by this state, whether that person is a volunteer or partly paid or fully paid, while he or she is actually engaged in providing emergency services as defined by Section 1799.107 of the Health and Safety Code.

(3) For purposes of this section, "health care provider" means any person licensed or certified pursuant to Division 2 (commencing with Section 500) of the Business and Professions Code, or licensed pursuant to the Osteopathic Initiative Act, or the Chiropractic Initiative Act.

(Amended by Stats. 2014, Ch. 343, Sec. 1. (AB 2536) Effective January 1, 2015.)


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## ELECTIONS CODE - ELEC

**DIVISION 14. ELECTION DAY PROCEDURES [14000 - 14443]** ( *Division 14 enacted by Stats. 1994, Ch. 920, Sec. 2.* )

### CHAPTER 1. Privileges of Voters [14000 - 14004]

 ( *Chapter 1 enacted by Stats. 1994, Ch. 920, Sec. 2.* )

**14000.** (a) If a voter does not have sufficient time outside of working hours to vote at a statewide election, the voter may, without loss of pay, take off enough working time that, when added to the voting time available outside of working hours, will enable the voter to vote.

(b) No more than two hours of the time taken off for voting shall be without loss of pay. The time off for voting shall be only at the beginning or end of the regular working shift, whichever allows the most free time for voting and the least time off from the regular working shift, unless otherwise mutually agreed.

(c) If the employee on the third working day prior to the day of election, knows or has reason to believe that time off will be necessary to be able to vote on election day, the employee shall give the employer at least two working days' notice that time off for voting is desired, in accordance with this section.

(*Enacted by Stats. 1994, Ch. 920, Sec. 2.*)

**14001.** Not less than 10 days before every statewide election, every employer shall keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Section 14000.

(*Enacted by Stats. 1994, Ch. 920, Sec. 2.*)

**14002.** Sections 14000, 14001, and 14004 shall apply to all public agencies and the employees thereof, as well as to employers and employees in private industry.

(*Amended by Stats. 2019, Ch. 223, Sec. 2. (AB 17) Effective January 1, 2020.*)

**14003.** Except in time of war or public danger, no voter is obliged to perform militia duty on any election day.

(*Enacted by Stats. 1994, Ch. 920, Sec. 2.*)

**14004.** (a) An employer shall not require or request that an employee bring the employee's vote by mail ballot to work or vote the employee's vote by mail ballot at work.

(b) This section does not prohibit an employer from encouraging an employee to vote.

(*Added by Stats. 2019, Ch. 223, Sec. 3. (AB 17) Effective January 1, 2020.*)


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**LABOR CODE - LAB**
**DIVISION 2. EMPLOYMENT REGULATION AND SUPERVISION [200 - 2699.8]** ( Division 2 enacted by Stats. 1937, Ch. 90. )

**PART 5.5. ORGAN AND BONE MARROW DONATION [1508 - 1513]** ( Part 5.5 added by Stats. 2010, Ch. 646, Sec. 1. )

**1508.** This part shall be known and may be cited as the Michelle Maykin Memorial Donation Protection Act.

(Added by Stats. 2010, Ch. 646, Sec. 1. (SB 1304) Effective January 1, 2011.)

**1509.** For purposes of this part, the following terms have the following meanings:

(a) "Employee" and "employee benefits" have the same meanings set forth in Section 1501.

(b) "Employer" means any person, partnership, corporation, association, or other business entity that employs 15 or more employees.

(Amended by Stats. 2011, Ch. 296, Sec. 195. (AB 1023) Effective January 1, 2012.)

**1510.** (a) Subject to subdivision (c), an employer shall grant to an employee the following paid leaves of absence:

(1) A leave of absence, not exceeding 30 business days in a one-year period, to an employee who is an organ donor, for the purpose of donating the employee's organ to another person. The one-year period is measured from the date the employee's leave begins and shall consist of 12 consecutive months.

(2) A leave of absence, not exceeding five business days in a one-year period, to an employee who is a bone marrow donor, for the purpose of donating the employee's bone marrow to another person. The one-year period is measured from the date the employee's leave begins and shall consist of 12 consecutive months.

(b) Subject to subdivision (c), an employer shall grant an additional unpaid leave of absence, not exceeding 30 business days in a one-year period, to an employee who is an organ donor, for the purpose of donating the employee's organ to another person. The one-year period is measured from the date the employee's leave begins and shall consist of 12 consecutive months.

(c) In order to receive a leave of absence pursuant to subdivision (a) or (b) an employee shall provide written verification to the employer that the employee is an organ or bone marrow donor and that there is a medical necessity for the donation of the organ or bone marrow.

(d) Any period of time during which an employee is required to be absent from the employee's position by reason of being an organ or bone marrow donor is not a break in the employee's continuous service for the purpose of the employee's right to salary adjustments, sick leave, vacation, paid time off, annual leave, or seniority. During any period that an employee takes leave pursuant to subdivision (a), the employer shall maintain and pay for coverage under a group health plan, as defined in Section 5000(b) of the Internal Revenue Code of 1986, for the full duration of the leave, in the same manner the coverage would have been maintained if the employee had been actively at work during the leave period.

(e) This part does not affect the obligation of an employer to comply with a collective bargaining agreement or employee benefit plan that provides greater leave rights to employees than the rights provided under this part.

(f) The rights provided under this part shall not be diminished by a collective bargaining agreement or employee benefit plan entered into on or after January 1, 2011.

(g) An employer may require, as a condition of an employee's initial receipt of bone marrow or organ donation leave, that an employee take up to five days of earned but unused sick leave, vacation, or paid time off for bone

marrow donation and up to two weeks of earned but unused sick leave, vacation, or paid time off for organ donation, unless doing so would violate the provisions of any applicable collective bargaining agreement.

(h) Notwithstanding existing law, bone marrow and organ donation leave shall not be taken concurrently with any leave taken pursuant to the federal Family and Medical Leave Act of 1993 (29 U.S.C. Sec. 2601 et seq.) or the Moore-Brown-Roberti Family Rights Act (Sections 12945.2 and 19702.3 of the Government Code).

(i) Leave provided for pursuant to this section may be taken in one or more periods, but in no event shall exceed the amount of leave prescribed in subdivisions (a) and (b).

*(Amended by Stats. 2019, Ch. 316, Sec. 6. (AB 1223) Effective January 1, 2020.)*

**1511.** An employer shall, upon expiration of a leave authorized by this part, restore an employee to the position held by him or her when the leave began or to a position with equivalent seniority status, employee benefits, pay, and other terms and conditions of employment. An employer may decline to restore an employee as required in this section because of conditions unrelated to the exercise of rights under this part by the employee.

*(Added by Stats. 2010, Ch. 646, Sec. 1. (SB 1304) Effective January 1, 2011.)*

**1512.** (a) An employer shall not interfere with, restrain, or deny the exercise or the attempt to exercise a right established by this part.

(b) An employer shall not discharge, fine, suspend, expel, discipline, or in any other manner discriminate against an employee who does either of the following:

- (1) Exercises a right provided under this part.
- (2) Opposes a practice made unlawful by this part.

*(Added by Stats. 2010, Ch. 646, Sec. 1. (SB 1304) Effective January 1, 2011.)*

**1513.** (a) An employee may bring a civil action in the superior court of the appropriate county to enforce this part.

(b) The court may enjoin any act or practice that violates this part and may order any equitable relief necessary and appropriate to redress the violation or to enforce this part.

*(Added by Stats. 2010, Ch. 646, Sec. 1. (SB 1304) Effective January 1, 2011.)*



# LEAVE FROM WORK AFTER A REPRODUCTIVE LOSS



Civil Rights  
Department  
STATE OF CALIFORNIA

## FACT SHEET

## Attachment 4 Policy 3255 Attachment h

The Fair Employment and Housing Act (FEHA), enforced by the Civil Rights Department (CRD), protects the right of most California employees to take up to five days of leave from work after a reproductive loss. This fact sheet discusses who is eligible to take reproductive loss leave, when they can take it, how much leave is available to them, and whether they can get paid while they are out. It also covers protections against retaliation related to reproductive loss leave and what an employee can do if their employer does not follow the law. For more information, see [Government Code section 12945.6](#).

## DEFINITIONS

A reproductive loss event is any of the following:

- Miscarriage
- Stillbirth
- Failed adoption – for example, if a birth mother or legal guardian breaches or dissolves an adoption agreement, or if an adoption is not finalized for another reason
- Failed surrogacy – for example, if a surrogate breaches or dissolves a surrogacy agreement, or if an embryo transfer fails
- Unsuccessful assisted reproduction – for example, a failed intrauterine insemination or embryo transfer

## ELIGIBILITY

- Employees who work for public employers of any size – or private employers with five or more employees – and have worked for the employer for at least 30 days before taking leave are eligible.
- An employee can take leave following their own reproductive loss event or that of another person – such as a spouse or

partner – if the employee would have been the parent of the child born or adopted.

- It is against the law for an employer to interfere with or deny an employee's right to take leave after a reproductive loss if they meet the above criteria.

## TIMING AND DURATION OF LEAVE

The law requires employers to provide eligible employees with a minimum of five days of leave for a reproductive loss event. Employees can, but do not have to, take their leave days consecutively. This means they can choose to take all five days at once or break up the days over a longer period, as long as their leave is completed within three months of the reproductive loss event.

If an employer has an existing leave policy that applies to reproductive loss events, the employee must take reproductive loss leave according to that policy. An employer's policy may provide for more leave than the legally required minimum.

When a single reproductive loss event occurs over several days, the law treats it as one event.

If an employee experiences more than one reproductive loss event in a year, they are entitled to no more than 20 days of reproductive loss leave in that one-year period unless an individual employer's leave policy provides for more time.

Reproductive loss leave is separate from, and in addition to, other types of leave to which employees are entitled. Examples include, leave to care for one's own serious health condition or that of certain family members available under the California Family Rights Act ([CFRA](#)) and Family and Medical Leave Act (FMLA), or leave for disabilities related to [pregnancy or childbirth](#) available under FEHA. If an employee is on

# REPRODUCTIVE LOSS LEAVE



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another type of leave during the reproductive loss event, they can take reproductive loss leave within three months of finishing the other form of leave.

## PAY DURING REPRODUCTIVE LOSS LEAVE

Some employers have paid leave policies that cover reproductive losses. Employers that do not have an applicable paid leave policy must let employees use any available vacation time, sick days, personal days, or PTO to cover their reproductive loss leave so they can get paid. Otherwise, reproductive loss leave may be unpaid.

## RIGHT TO CONFIDENTIALITY

In general, employers are required to keep confidential any information an employee provides when exercising their right to reproductive loss leave. Employers are, however, allowed to disclose this information when required by law or to internal personnel or legal counsel when necessary. The law does not require an employee to submit documentation in support of their leave request.

## UNLAWFUL RETALIATION

It is against the law for an employer to retaliate against an employee who exercises their right to reproductive loss leave. This means an employer cannot fire, demote, fine, suspend, discipline, or otherwise discriminate against someone for requesting or taking reproductive loss leave.

In addition, an employer cannot retaliate against an employee for testifying about their own – or someone else’s – reproductive loss leave during a legal proceeding involving this right.

## FILING A COMPLAINT

If an employee thinks their employer violated their right to reproductive loss leave, or retaliated against them in relation to this type of leave, they have three years to file a complaint with CRD. CRD will issue a right-to-sue so the employee can pursue their case in civil court. They cannot file an employment discrimination lawsuit in court without receiving a right-to-sue from CRD. CRD may also investigate the complaint.

If, after an investigation, CRD finds reasonable cause that the employer broke the law, it may require the parties to go to mediation in order to try reach a settlement and, if the complaint can't be settled, CRD may file a lawsuit on behalf of the employee. Possible remedies include:

- Forcing the employer to change its policies or practices
- Getting the worker hired or re-hired
- Requiring the employer to undergo training
- Damages (money) for emotional distress

An employee can file a complaint in one of three ways:

- Online by creating an account and using our interactive [California Civil Rights System \(CCRS\)](#)
- By mail using a printable [intake form](#)
- By calling our communication center at 800.884.1684 (Toll Free), 800.700.2320 (TTY), or California’s Relay Service at 711

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CRD can provide reasonable accommodations for people with disabilities during the complaint process.

For translations of this guidance, visit: [calcivilrights.ca.gov/posters/employment](https://calcivilrights.ca.gov/posters/employment)



<b>ATTACHMENT 5 – STAFF REPORT</b>	<b>5025 Illness and Injury Prevention Program</b>
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### **Executive Summary**

At the September 17, 2024 Personnel Committee meeting, Human Resources (HR) staff proposed the replacement of Part III, Section 5 Illness and Injury Prevention Program (IIPP) and existing Policy 3120 with Policy 5025 Illness and Injury Prevention Program (IIPP) to eliminate duplication, modernize the policy language, and emphasize the role of HR in managing the IIPP in collaboration with the Department Heads. Additionally, the proposed combined policies aim to promote a safe and healthy working environment for employees while being legally compliant with the reporting and recordkeeping guidelines. Upon review, the Personnel Committee approved the policy draft to move forward to the next Regular Board meeting, with a directive to revise the definition of a competent person on the job site to align with Cal/OSHA's standards.

### **Background**

At the September 17, 2024, Personnel Committee meeting, HR staff proposed the replacement of Part III, Section 5 Illness and Injury Prevention Program (IIPP) and the existing Policy 3120 with a new, consolidated Policy 5025: Illness and Injury Prevention Program (IIPP). The purpose of this change is to eliminate redundancy between the two policies, modernize the language, and more clearly define the role of HR in managing the IIPP in collaboration with Department Heads. The updated policy aims to strengthen the District's commitment to promoting a safe and healthy work environment for all employees. The IIPP policy is required by law and ensures the safety and wellbeing of all employees, which is fundamental to maintaining a productive and efficient workforce. By proactively identifying and mitigating potential hazards, the policy reduces the risk of workplace injuries and illnesses, thereby minimizing downtime and associated costs. Additionally, by streamlining the policy, the District seeks to enhance clarity and efficiency in its safety protocols, with an emphasis on accident prevention and employee well-being. During the meeting, the Personnel Committee issued a directive to revise the definition of a "competent person" on the job site to ensure alignment with Cal/OSHA standards, further emphasizing legal compliance and workplace safety.

As part of the ongoing review process of all District policies, staff presented the proposed redline version to Legal Counsel to ensure compliance with applicable Cal OSHA regulations, and to promote clarity and completeness. Changes were also made to keep up with the industry standards.

### **Discussion**

Table A, Summary of Policy Changes, outlines the proposed changes to the current Illness and Injury Prevention Program policy that are in reference to the redline draft version attached herewith.



Table A – Summary of Policy Changes

Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
1	Part III, Section 5, A to H and 3120.1	None	The General Manager is the sole authority.	<b>5025.1 to 5025.10</b> Added General Manager's designee	No fiscal impact.
2	Part III, Section 1, B and 3120.2	None	HR and Director of Operations currently are the responsible departments for IIPP.	<b>5025.2</b> Identifies responsibility for IIPP is through HR and Director of Operations.	No fiscal impact.
3	Part III, Section 5, C and 3120.3	Cal/OSHA Procedure  CCR Title 8, Chapter 4	HR is responsible for reporting to Cal/OSHA any injuries and illnesses through annual OSHA 300 report.	<b>5025.3</b> Added HR as the responsible department and also add the correct time frame to report OSHA 300 annually. Delete Record Maintenance per CCR Title 8, Chapter 4.	No fiscal impact.
4	Part III, Section 5, D and 3120.4	CCR Title 8, Chapter 4	IIPP activities i.e. inspections and training are maintained by HR.	<b>5025.4</b> Added HR as the responsible department. Change recordkeeping to 1 year per CCR Title 8, Chapter 4	No fiscal impact.



Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
5	Part III, Section E, vi and viii and 3120.5.6	None	Whenever there is a new equipment, training is conducted both at the time of acquisition and periodically.	<b>5025.5.6 and 8</b> Added periodical training whenever there is a new equipment acquisition. Also delete news article as this is not being done at the District.	No fiscal impact.
6	Part III, Section F and 3120.6	None	HR and Director of Operations jointly conduct periodic safety inspections.	<b>5025.6</b> Added HR and Director of Operations as the responsible departments for safety inspections.	No fiscal impact.
7	Part III, Section G and 3120.7	None	HR and Director of Operations jointly conduct accident investigations.	<b>5025.7</b> Added HR and Director of Operations as the responsible departments for investigations.	No fiscal impact.
8	Part III, Section H, i to xxxiv and 3120.11	None	Chain of command for reporting matters of Code of Safety is the competent person on the jobsite.	<b>5025.8</b> Added the competent person on the jobsite for proper chain of command in reporting an injury or incident. Also added references to other policies in relation to IIPP.	No fiscal impact.
9	None	None	The District does not tolerate any form of retaliation for reporting an incident or safety issues.	<b>5025.9</b> Added a section to define the competent person on the job. Personnel Committee also directed staff to revise this definition to align with Cal/OSHA.	No fiscal impact.





Row Number	Policy Section	State / Federal Law requirement	BCVWD current practice	Added/Revised Sections	Fiscal Impact of Option
10	None	None	The District does not tolerate any form of retaliation for reporting an incident or safety issues.	<b>5025.11</b> Added a section for non-retaliation.	No fiscal impact.

**Fiscal Impact**

There is no fiscal impact in the revision of this policy.

**Attachments**

- a. Redline draft version of Policy 5025 Illness and Injury Prevention Program (IIPP) combining Part III, Section 5 and existing Policy 3120
- b. Side-by-side version of Policy 5025 Illness and Injury Prevention Program (IIPP) combining Part III, Section 5 and existing Policy 3120
- c. Original existing Policy 3120 (adopted by Reso 2023-05)

Staff Reports prepared by Ren Berioso, Human Resources Manager



Combined version on Policy 3120 and Part III Section 5

**POLICY TITLE:** ~~Occupational Injury and Illness Prevention Program~~ ILLNESS **AND**  
**INJURY PREVENTION PROGRAM**

**POLICY NUMBER:** ~~3120~~ 5025

5025.1- General Policy Statement

**Program Goal and Outline.** ~~The District prioritizes accident prevention in all aspects of operation and administration. It is the goal of the District~~ is to provide safe and ~~healthful~~ healthy working conditions for all employees. Therefore, the District will maintain a safety and health program that ~~conforms~~ conforming to the best practices, ~~reduces the potential and frequency of injuries, and ensures compliance with all relevant agencies of this type. The District's safety laws and standards.~~ The health program includes will include:

- 1. Safeguards. Providing mechanical and physical safeguards to the maximum extent possible.
- 2. Inspections. Conducting ~~regular~~ a program of safety and health inspections to ~~identify~~ find and eliminate unsafe working conditions or practices, to control health hazards, and to comply fully with the safety and health standards and law for every job.
- 3. Training. Training all employees in good safety and health practices.
- 4. Equipment. Providing necessary personal protective equipment ~~(PPE)~~, and instructions for ~~its proper~~ use and care.
- ~~4. Rule Enforcement.~~ Training all employees in good safety and health practices.
- 5. Developing and enforcing safety and health rules, ~~with employee cooperation required and requiring that employees cooperate with these rules~~ as a condition of employment.
- 6. Investigations. Investigating ~~accidents promptly and thoroughly to identify causes and implement corrective actions to prevent future occurrences, every accident to determine its cause and correct the problem as indicated so it will not happen again.~~
- 7. Establishing Recognition. Developing a system ~~for~~ of recognition and awards for outstanding safety service and/or performance.

5025.2- Program Responsibility

~~The General Manager or their designee holds. Although the District recognizes that the responsibility for safety and health is shared, the District through its Human Resources and Department of Operations will be responsible and have full authority for implementing this policy and the District's Injury and Illness Prevention Program (IIPP). The District accepts responsibility for leading and continuously improving the program while ensuring safe working conditions.~~

1. Responsibility. The District through its Human Resources and Department of Operations accepts responsibility for leadership of the safety and health program, for its effectiveness and improvements, and for providing the safeguards required to ensure safe conditions.
- 2. Supervisors: Supervisory and management personnel are responsible for promoting safe practices and developing proper attitudes toward safety and health for themselves and in those they supervise, and for ensuring that all operations are conducted performed with employee safety in mind, the utmost regard for the safety and health of all personnel involved, including themselves and in accordance with the District's Injury and Illness Prevention Program (IIPP).
3. Compliance. No employee will be required to work at a job he/she knows is not safe

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or healthy. Employees: All employees are responsible for following safety whole-hearted, genuine operation of all aspects of the safety and health program-including compliance with all rules and regulations,—and for continuously practicing safety while performing their duties. Any employee found not practicing safety while performing their duties will be subject to appropriate discipline.

5025.3 **Injury and Illness Records.** The Human Resources Department shall manage the reporting unsafe conditions, and helping fellow employees. No employee should engage in work that they know is unsafe, and any accidents or and serve as the custodian for all Injury and Illness records. The District's record keeping system for its Injury and Illness Prevention Program shall conform to Cal/OSHA standards. Records shall be used to measure and evaluate the success of said program.

1. **Reporting.** A report shall be obtained on every injury or illness requiring medical treatment.
2. **Recording.** Each injury or illness shall be recorded on the "Cal/OSHA Log and Summary of Occupational Injuries and Illnesses," Cal/OSHA Form 300A, according to its instructions.
3. **Supplemental Record.** A supplementary record of the occupational injuries and illnesses shall be prepared on OSHA Form 5020, "Employer's Report of Injury or Illness," with the same information as in subsection 5025.2, above.
4. **Annual Preparation.** Annually, the summary Cal/OSHA Form 300 shall be prepared and posted no later than February 1 in a place easily observable by employees. Said form shall remain posted until April 30 of the same year.

5025.4 **Documentation of Activities.** Records shall be maintained by the Human Resources Department of steps taken to establish and maintain the District's Injury and Illness Prevention Program. They shall include:

1. **Inspection Records.** Records of scheduled and periodic inspections as required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] to identify unsafe conditions and work practices. The documentation must include the name of the person(s) conducting the inspection, the unsafe conditions and work practices identified, and the action taken to correct the unsafe conditions ~~must~~ and work practices. The records are to be maintained for at least one(1) year.
2. **Training Documentation.** Documentation of safety and health training required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] for each employee. The documentation must specifically include employee name or other identifier, training dates, type(s) of training and the name of the training provider. These records must also be kept for at least one (1) year.

5025.5 **Program Communication System.** Readily understandable communication shall be maintained with all affected employees on matters relating to occupational safety and health, including provisions designed to encourage employees to inform the District of hazards at the worksite without fear of reprisal. Communications with employees shall include meetings, training programs, posted written information, and a system of anonymous notification by employees about hazards.

1. **Communication.** Written communications to employees shall be in a language they can understand. If an employee cannot read in any language, said communication shall be made orally in a language he/she can readily understand.
2. **Conspicuous Posting.** The District's Code of Safe Practices, below, shall be posted at a conspicuous location in the District's maintenance office, and shall be provided to each supervisory employee who shall keep it readily available.

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3. **Meetings.** Periodic meetings (at least one per quarter) of supervisory employees shall be held under the direction of the General Manager or his/her designee for the discussion of safety problems and accidents that have occurred. Documentation of these meetings shall be maintained for three (3) years.
4. **Supervisor Meetings.** Supervisory employees shall conduct "toolbox" or "tailgate" safety meetings, or equivalent, with their crew(s) at least every ten (10) working days to emphasize safety. Documentation of these meetings shall be maintained for three (3) years.
5. **General Meetings.** General employee meetings shall be conducted monthly at which safety is freely and openly discussed by those present. Such meetings should be regular, scheduled, and announced to all employees so that maximum employee attendance can be achieved. Documentation of these meeting shall be maintained for three (3) years. Discussions at these meetings should concentrate on:
  - a. **Accident History.** Occupational accident and injury history within the District, including possible comparisons to other agencies.
  - b. **Feedback.** Feedback from employees.
  - c. **Guest Speakers.** Guest speakers from the District's workers compensation insurance carrier or other agencies concerned with safety.
  - d. **Materials.** Brief audio-visual materials that relate to the District's operations.
6. **Training Programs.** Training programs shall be conducted every six (6) months or when new equipment, machinery or tools are purchased. Employees shall be instructed in the safe operation of said equipment, machinery or tools. Documentation of training programs shall be maintained for three (3) years.
  - a. **New Employees.** New employees shall be trained by their supervisor in the safe operation of the equipment, machinery and tools with which they will be working prior to being allowed to work independently. Documentation of new employee training shall be maintained for three (3) years.
7. **Posters/Bulletins.** Posters and bulletins relating to and encouraging safe and healthy practices shall be posted on a rotational basis at a conspicuous location in the District's maintenance office.

**5025.6 Hazard Assessment and Control.** Periodic safety inspections shall be conducted to identify existing hazards in the workplace, or conditions, equipment and procedures that could be potentially hazardous. The inspections shall be conducted jointly by Human Resources and Director of Operations or his/her designee who, through experience or training, are able to identify actual and potential hazards and who understand safe work practices.

1. **Observe.** Safety inspectors will observe if safe work practices are being followed and will ensure that unsafe conditions or procedures are identified and corrected properly.
2. **Quarterly.** Safety inspections will be conducted at least quarterly. The frequency of the inspections will depend on the operations involved, the magnitude of the hazards, the proficiency of employees, changes in equipment or work processes, and the history or workplace injuries and illnesses.
3. **Written Assessment.** A written assessment shall be prepared after said inspections which will document identified hazards and prescribe procedures for the elimination of same, and measures that can be taken to prevent their recurrence.
4. **Assessment Review.** The General Manager or his/her designee will review written inspection reports and/or assessments prepared by Human Resources and will assist in prioritizing actions and verify completion of previous corrective actions. He/she shall also review the overall inspection program to determine trends.

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5025.7 **Accident Investigation.** All accidents shall be thoroughly and properly investigated jointly by the Human Resources and Director of Operations or his/her designee, with the primary focus of understanding why the accident or near-miss occurred and what actions can be taken to preclude recurrence. A written report of said investigation shall be prepared which adequately identifies the cause(s) of the accident or near-miss occurrence.

1. **Obtain Facts.** The investigation must obtain all the facts surrounding the occurrence: what caused the situation to occur; who was involved; was/were the employee(s) qualified to perform the functions involved in the accident or near-miss; were they properly trained; were proper operating procedures established for the task involved; were procedures followed, and if not, why not; where else this or a similar situation might exist, and how it can be corrected.
2. **Locate Problems.** The accident investigator must determine which aspects of the operation or process require additional attention (what type of constructive action can eliminate the cause(s) of the accident or near-miss).
3. **Note Previous Actions.** Actions already taken to reduce or eliminate the exposures being investigated should be noted, along with those remaining to be addressed.
4. **Note Interim Procedures.** Any interim or temporary precautions should also be noted. Any pending corrective action and reason for delaying its implementation should be identified.
5. **Identify Corrective Action.** Corrective action should be identified in terms of not only how it will prevent a recurrence of the accident or near-miss, but also how it will improve the overall operation. The solution should be a means of achieving not only accident control, but also total operation control.

5025.8 **Code of Safe Practices.**

1. All employees shall follow the safe practices rules identified in the District's Injury and Illness Prevention Program (IIPP), render every possible aid to safe operations, and report all unsafe conditions or practices to the immediate supervisor, Department Head, Human Resources or General Manager.
2. Supervising employees shall insist on employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take such action as necessary to obtain observance. Each employee should be safety minded and encourage co-workers to do the same.
3. Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assigned duties shall not be allowed on the job while in that condition, and will be subject to the discipline specified in Policy 3205 Substance Abuse addressing Drug and Alcohol Abuse.
4. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
5. Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
6. No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
7. Employees shall not enter manholes, underground vaults, chambers or other similar places that receive little ventilation, unless it has been determined that it is safe to enter.
8. Employees shall be instructed to ensure that all guards and other protective devices

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- are in proper places and adjusted, and shall report deficiencies promptly to the Competent Person on the jobsite
9. Crowding or pushing when boarding or leaving any vehicle or other conveyance shall be prohibited.
  10. Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from the Competent Person on the jobsite , or other responsible managing employee.
  11. All injuries shall be reported promptly to the Competent Person on the jobsite , or other responsible managing employee, so that arrangements can be made for medical or first aid treatment.
  12. When lifting heavy objects, the large muscles of the leg instead of the smaller muscles of the back shall be used.
  13. Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from falling objects.
  14. Employees shall cleanse thoroughly after handling hazardous or unhealthy substances, and follow special instructions from authorized sources and in accordance with the Safety Data Sheet (SDS).
  15. Work shall be so arranged that employees are able to face a ladder and use both hands while climbing.
  16. Gasoline shall not be used for cleaning purposes.
  17. No burning, welding, or other source of ignition shall be applied to any enclosed tank or vessel, even if there are some openings, until it has first been determined that no possibility of explosion exists, and authority for the work is obtained from the Water Utility Superintendent, Director of Operations or his/her designee, or other responsible managing employee.
  - 18. Any damage to scaffolds, false work, shoring or other supporting structures shall be immediately. Failure to comply with safety rules may result in disciplinary action reported to the Competent Person on the jobsite , or other responsible managing employee.

### **3. Injury and Illness Records**

~~The District will maintain injury and illness records that comply with Cal/OSHA standards. These records are essential for evaluating the effectiveness of the safety program.~~

- ~~• A report will be obtained for every injury or illness requiring medical treatment.~~
- ~~• Injuries or illnesses will be recorded on Cal/OSHA Form 300.~~
- ~~• A supplementary report will be filed on OSHA Form 5020.~~
- ~~• The summary Form 300A will be posted in employee areas from February 1 to March 1 each year.~~
- ~~• Records will be retained for at least five years after preparation.~~

### **4. Documentation of Activities**

~~The District will maintain records of all activities related to the IIPP:~~

- ~~• **Inspections:** Periodic inspections, required by Cal/OSHA, will be documented, including details of unsafe conditions and corrective actions. Records will be kept for a minimum of three years.~~

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- ~~**Training:** Training sessions, including the type of training, date, and trainer information, will be documented and kept for at least three years.~~

## **5. Communication**

~~The District will maintain clear, open communication with employees regarding occupational health and safety. This will include:~~

- ~~Regular safety meetings, at least quarterly, where employees can openly discuss safety issues.~~
- ~~**Supervisors:** Supervisors will conduct safety meetings (e.g., toolbox or tailgate meetings) at least every ten working days to emphasize safe practices.~~
- ~~**General Safety Meetings:** General meetings will be held monthly, focusing on accident history, employee feedback, and guest presentations from safety experts.~~
- ~~Written safety information will be made available in employee break rooms, and new employees will receive safety training during their orientation.~~

## **6. Training Programs**

~~All employees will receive safety training appropriate to their duties:~~

- ~~New employees will be trained on safety protocols before starting work.~~
- ~~Employees will receive additional training if they are assigned new duties or equipment.~~
- ~~Periodic safety training sessions will reinforce existing protocols and address any new hazards.~~
- ~~Documentation of training will be maintained for at least three years.~~

## **7. Safety Inspections**

~~Regular safety inspections will be conducted to identify hazards and unsafe practices. Inspections will be:~~

- ~~Conducted quarterly or as needed (e.g., after an accident or when new equipment is introduced).~~
- ~~Documented with a Hazard Checklist, signed and dated by the inspector. Corrective actions must be taken and documented.~~
- ~~Conducted by qualified personnel or external consultants as necessary.~~

## **8. Accident Investigations**

~~All accidents and near misses will be thoroughly investigated by trained personnel to identify causes and implement preventive measures. A written report will be prepared, and corrective actions will include:~~

- ~~Additional training or disciplinary measures.~~
- ~~Changes to equipment, processes, or staffing.~~

## **9. Unsafe Conditions and Work Practices**

~~The District will ensure prompt correction of unsafe conditions:~~

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- ~~• Hazards will be prioritized based on severity.~~
- ~~• Protective measures such as lockout/tagout will be used to eliminate immediate dangers.~~
- ~~• Records of hazard corrections will be kept for at least three years.~~

#### **10. Recordkeeping**

As a local government entity, the District will maintain all required records related to the HPP for at least five years, in compliance with Cal/OSHA standards.

#### **11. Code of Safe Practices**

All employees are expected to follow the Code of Safe Practices, which includes:

- ~~• Reporting all unsafe conditions and accidents immediately.~~
- ~~• Using proper lifting techniques and following safe work practices.~~
- ~~• Avoiding horseplay, drugs, or other impairments that could compromise safety.~~
- ~~• Ensuring equipment is in good working condition, with any defects reported and tagged as "DEFECTIVE."~~
- ~~• Following lockout/tagout procedures when necessary.~~
- ~~• Supervisors are responsible for enforcing safety rules and ensuring all employees comply.~~

19. All tools and equipment shall be maintained in good condition.

20. Damaged tools or equipment shall be removed from service and tagged "DEFECTIVE."

21. Pipe wrenches shall not be used as a substitute for other wrenches.

22. Only appropriate tools shall be used for the job.

23. Wheelbarrows shall not be used with handles in an upright position.

24. Portable electric tools shall not be lifted or lowered by means of the power cord. Ropes shall be used for this purpose.

25. In locations where the use of a portable power tool is difficult, the tool shall be supported by means of a rope or similar support of adequate strength.

26. Only authorized persons shall operate machinery or equipment.

27. Loose or frayed clothing, or long hair, dangling ties, finger rings, etc. shall not be worn around moving machinery or other sources of entanglement.

28. Machinery shall not be serviced, repaired or adjusted while in operation, nor shall oiling of moving parts be attempted, except on equipment that is designed or fitted with safeguards to protect the person performing the work.

29. Where appropriate, lock-out/block-out procedures shall be used.

30. Employees shall not work under vehicles supported by jacks or chain hoists, without protective blocking that will prevent injury if jacks or hoists should fail.

31. Air hoses shall not be disconnected at compressors until hose line has been bled.

32. All excavations shall be visually inspected before backfilling, to ensure that it is safe to backfill.

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33. Excavating equipment shall not be operated near tops of cuts, banks, and cliffs if employees are working below.
34. Tractors, backhoes and other similar equipment shall not operate where there is a possibility of overturning in dangerous areas like edges of deep fills, cut banks, and steep slopes.

5025.9 **Competent Person.** For the purpose of defining the competent person on the jobsite, the order of hierarchy is listed as: Water Production II or Senior Water Utility Worker, Water Production, Cross-Connection Non-Potable Water or Water Utility Supervisor, Water Utility Superintendent and Director of Operations. Such designation must be listed on the essential functions of the job description of each position.—A competent person as defined by Cal/OSHA is an individual with the knowledge and experience to identify existing and potential hazards in the work environment, including those related to water systems, infrastructure, and safety protocols. This person must also have the authority to implement immediate corrective actions to mitigate risks and ensure the safety and compliance of operations.

5025.10 **Implementation.** An Injury and Illness Prevention Program, which will conform to the requirements of SB 198 and the Standards promulgated in response thereto by the California Occupational Safety and Health Standards Board, will require more than just the implementation of a policy similar to the foregoing example. Full compliance will require an in-depth and individualized assessment of an agency's current workplace conditions, practices and problems. Said assessment must be documented and include a safety and health survey, workplace assessment, evaluation of assessment information, development of an action plan, implementation of said plan, and ongoing maintenance of the program. The District encourages its members to take full advantage of Cal/OSHA's Consultation Service. In addition to suggesting both governmental and private sources for information, Cal/OSHA has a publication entitled, "Guide to Developing Your Workplace Injury & Illness Prevention Program with Checklists for Self-Inspection." This document and other information can be obtained from the nearest Cal/OSHA Consultation Service Offices.

5025.11 **Non-Retaliation.** The District is committed to ensuring a safe work environment where employees can report injuries, illnesses, safety concerns, or policy violations without fear of retaliation. Retaliation in any form, including harassment or discrimination, is strictly prohibited. Employees who believe they have been retaliated against for reporting safety-related issues should immediately report the incident to Human Resources. The District will investigate all claims of retaliation and take appropriate action, including disciplinary measures if necessary.

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# Attachment 5 Policy 5025 Attachment b

## PROPOSED POLICY

Combined version on Policy 3120 and Part III Section 5

**POLICY TITLE:** Occupational Injury and Illness Prevention Program **ILLNESS AND INJURY PREVENTION PROGRAM**  
**POLICY NUMBER:** 3120 **5025**

### 5025.1- General Policy Statement

**Program Goal and Outline.** The District prioritizes accident prevention in all aspects of operation and administration. It is the goal of the District to provide safe and healthful working conditions for all employees. Therefore, the District will maintain a safety and health program that conforms to the best practices, reduces the potential and frequency of injuries, and ensures compliance with all relevant agencies of this type. The District's safety laws and standards. The health program includes will include:

1. **Safeguards.** Providing mechanical and physical safeguards to the maximum extent possible.
2. **Inspections.** Conducting regular program of safety and health inspections to identify and eliminate unsafe working conditions or practices, to control health hazards, and to comply fully with the safety and health standards and law for every job.
3. **Training.** Training all employees in good safety and health practices.
4. **Equipment.** Providing necessary personal protective equipment (PPE), and instructions for its proper use and care.
5. **Rule Enforcement.** Enforcing all employee safety and health practices.
6. **Investigations.** Developing and enforcing safety and health rules, with employee cooperation required and requiring that employees cooperate with these rules as a condition of employment.
7. **Investigations.** Investigating accidents promptly and thoroughly to identify causes and implement corrective actions to prevent future occurrences, every accident to determine its cause and correct the problem as indicated so it will not happen again.
8. **Establishing Recognition.** Developing a system for recognition and awards for outstanding safety service and/or performance.

### 5025.2- Program Responsibility

The General Manager or their designee holds. Although the District recognizes that the responsibility for safety and health is shared, the District through its Human Resources and Department of Operations will be responsible and have full authority for implementing this policy and the District's Injury and Illness Prevention Program (IIPP). The District accepts responsibility for leading and continuously improving the program while ensuring safe working conditions.

1. **Responsibility.** The District through its Human Resources and Department of Operations accepts responsibility for leadership of the safety and health program, for its effectiveness and improvements, and for providing the safeguards required to ensure safe conditions.
2. **Supervisors.** Supervisory and management personnel are responsible for promoting safe practices and developing proper attitudes toward safety and health for themselves and in those they supervise, and for ensuring that all operations are conducted and performed with employee safety in mind to the utmost regard for the safety and health of all personnel involved, including themselves and in accordance with the District's Injury and Illness Prevention Program (IIPP).
3. **Compliance.** No employee will be required to work at a job he/she knows is not safe

## CURRENT POLICY

### 5. ILLNESS AND INJURY PREVENTION PROGRAM

A. **Program Goal and Outline.** The goal of the District is to provide safe and healthful working conditions for all of its employees. Therefore, the District will maintain a safety and health program conforming to the best practices of agencies of this type. The District's safety and health program will include:

- i. **Safeguards.** Providing mechanical and physical safeguards to the maximum extent possible.
- ii. **Inspections.** Conducting a program of safety and health inspections to find and eliminate unsafe working conditions or practices, to control health hazards, and to comply fully with the safety and health standards and law for every job.
- iii. **Training.** Training all employees in good safety and health practices.
- iv. **Equipment.** Providing necessary personal protective equipment, and instructions for use and care.
- v. **Rule Enforcement.** Developing and enforcing safety and health rules, and requiring that employees cooperate with these rules as a condition of employment.
- vi. **Investigations.** Investigating promptly and thoroughly, every accident to determine its cause and correct the problem as indicated so it will not happen again.
- vii. **Recognition.** Developing a system of recognition and awards for outstanding safety service and/or performance.

B. **Program Responsibility.** Although the District recognizes that the responsibility for safety and health is shared, the General Manager will be responsible and have full authority for implementing this policy and the District's Injury and Illness Prevention Program.

- i. **Responsibility.** The District accepts responsibility for leadership of the safety and health program, for its effectiveness and improvements, and for providing the safeguards required to ensure safe conditions.
- ii. **Supervisors.** Supervisory personnel are responsible for developing proper attitudes toward safety and health for themselves and in those they supervise, and for ensuring that all operations are performed with the utmost regard for the safety and health of all personnel involved, including themselves.

iii. **Compliance.** No employee will be required to work at a job he/she knows is not safe or healthful. Employees are responsible for wholehearted, genuine operation of all aspects of the safety and health program - including compliance with all rules and regulations - and for continuously practicing safety while performing their duties. Any employee found not practicing safety while performing their duties will be subject to appropriate discipline.

C. **Injury and Illness Records.** The District's record keeping system for its injury and illness Prevention Program shall conform to Cal/OSHA standards. Records shall be used to measure and evaluate the success of said program.

i. **Reporting.** A report shall be obtained on every injury or illness requiring medical treatment.

ii. **Recording.** Each injury or illness shall be recorded on the "Cal/OSHA Log and Summary of Occupational Injuries and Illnesses," Cal/OSHA Form 300A, according to its instructions.

iii. **Supplemental Record.** A supplementary record of the occupational injuries and illnesses shall be prepared on OSHA Form 5020, "Employer's Report of Injury or Illness," with the same information as in Section 5, C, ii, above.

iv. **Annual Preparation.** Annually, the summary Cal/OSHA Form 300 shall be prepared and posted no later than February 1 in a place easily observable by employees. Said form shall remain posted until March 1.

v. **Record Maintenance.** All records specified in this section shall be maintained in the District's files for a minimum of five years after their preparation.

D. **Documentation of Activities.** Records shall be maintained of steps taken to establish and maintain the District's Injury and Illness Prevention Program. They shall include:

i. **Inspection Records.** Records of scheduled and periodic inspections as required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] to identify unsafe conditions and work practices. The documentation must include the name of the person(s) conducting the inspection, the unsafe conditions and work practices identified, and the action taken to correct the unsafe conditions and work practices. The records are to be maintained for at least three (3) years.

ii. **Training Documentation.** Documentation of safety and health training required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] for each employee. The documentation must specifically include employee name or other identifier, training dates, type(s) of training and the name of the training provider. These records must also be kept for at least three (3) years.

E. **Program Communication System.** Readily understandable communication shall be maintained with all affected employees on matters relating to occupational safety and

or health. Employees are responsible for following safety-wholehearted, genuine operation of all aspects of the safety and health program-including compliance with all rules and regulations-and for continuously practicing safety while performing their duties. Any employee found not practicing safety while performing their duties will be subject to appropriate discipline.

5025.3 **Injury and Illness Records.** The Human Resources Department shall manage the reporting unsafe conditions, and helping fellow employees. No employee should engage in work that they know is unsafe, and any accidents or and serve as the custodian for all injury and illness records. The District's record keeping system for its injury and illness Prevention Program shall conform to Cal/OSHA standards. Records shall be used to measure and evaluate the success of said program.

1. **Reporting.** A report shall be obtained on every injury or illness requiring medical treatment.

2. **Recording.** Each injury or illness shall be recorded on the "Cal/OSHA Log and Summary of Occupational Injuries and Illnesses," Cal/OSHA Form 300A, according to its instructions.

3. **Supplemental Record.** A supplementary record of the occupational injuries and illnesses shall be prepared on OSHA Form 5020, "Employer's Report of Injury or Illness," with the same information as in subsection 5025.2, above.

4. **Annual Preparation.** Annually, the summary Cal/OSHA Form 300 shall be prepared and posted no later than February 1 in a place easily observable by employees. Said form shall remain posted until April 30 of the same year.

5025.4 **Documentation of Activities.** Records shall be maintained by the Human Resources Department of steps taken to establish and maintain the District's Injury and Illness Prevention Program. They shall include:

1. **Inspection Records.** Records of scheduled and periodic inspections as required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] to identify unsafe conditions and work practices. The documentation must include the name of the person(s) conducting the inspection, the unsafe conditions and work practices identified, and the action taken to correct the unsafe conditions and work practices. The records are to be maintained for at least one (1) year.

2. **Training Documentation.** Documentation of safety and health training required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] for each employee. The documentation must specifically include employee name or other identifier, training dates, type(s) of training and the name of the training provider. These records must also be kept for at least one (1) year.

5025.5 **Program Communication System.** Readily understandable communication shall be maintained with all affected employees on matters relating to occupational safety and health, including provisions designed to encourage employees to inform the District of hazards at the worksite without fear of reprisal. Communications with employees shall include meetings, training programs, posted written information, and a system of anonymous notification by employees about hazards.

1. **Communication.** Written communications to employees shall be in a language they can understand. If an employee cannot read in any language, said communication shall be made orally in a language he/she can readily understand.

2. **Conspicuous Posting.** The District's Code of Safe Practices, below, shall be posted at a conspicuous location in the District's maintenance office, and shall be provided to each supervisory employee who shall keep it readily available.



health, including provisions designed to encourage employees to inform the District of hazards at the worksite without fear of reprisal. Communications with employees shall include meetings, training programs, posted written information, and a system of anonymous notification by employees about hazards.

- i. **Communication.** Written communications to employees shall be in a language they can understand. If an employee cannot read in any language, said communication shall be made orally in a language he/she can readily understand.
- ii. **Conspicuous Posting.** The District's Code of Safe Practices, below, shall be posted at a conspicuous location in the District's maintenance office, and shall be provided to each supervisory employee who shall keep it readily available.
- iii. **Meetings.** Periodic meetings (at least one per quarter) of supervisory employees shall be held under the direction of the General Manager for the discussion of safety problems and accidents that have occurred. Documentation of these meetings shall be maintained for three (3) years.
- iv. **Supervisor Meetings.** Supervisory employees shall conduct "toolbox" or "tailgate" safety meetings, or equivalent, with their crew(s) at least every ten working days to emphasize safety. Documentation of these meetings shall be maintained for three (3) years.
- v. **General Meetings.** General employee meetings shall be conducted monthly at which safety is freely and openly discussed by those present. Such meetings should be regular, scheduled, and announced to all employees so that maximum employee attendance can be achieved. Documentation of these meetings shall be maintained for three (3) years. Discussions at these meetings should concentrate on:
  - a. **Accident History.** Occupational accident and injury history within the District, including possible comparisons to other similar agencies.
  - b. **Feedback.** Feedback from employees.
  - c. **Guest Speakers.** Guest speakers from the District's workers' compensation insurance carrier or other agencies concerned with safety.
  - d. **Materials.** Brief audio-visual materials that relate to the District's operations.
- vi. **Training Programs.** Training programs shall be conducted when new equipment, machinery or tools are purchased. Employees shall be instructed in the safe operation of said equipment, machinery or tools. Documentation of training programs shall be maintained for three (3) years.
  - a. **New Employees.** New employees shall be trained by their supervisor in the safe operation of the equipment, machinery and tools with which they will

3. **Meetings.** Periodic meetings (at least one per quarter) of supervisory employees shall be held under the direction of the General Manager or his/her designee for the discussion of safety problems and accidents that have occurred. Documentation of these meetings shall be maintained for three (3) years.
4. **Supervisor Meetings.** Supervisory employees shall conduct "toolbox" or "tailgate" safety meetings, or equivalent, with their crew(s) at least every ten (10) working days to emphasize safety. Documentation of these meetings shall be maintained for three (3) years.
5. **General Meetings.** General employee meetings shall be conducted monthly at which safety is freely and openly discussed by those present. Such meetings should be regular, scheduled, and announced to all employees so that maximum employee attendance can be achieved. Documentation of these meetings shall be maintained for three (3) years. Discussions at these meetings should concentrate on:
  - a. **Accident History.** Occupational accident and injury history within the District, including possible comparisons to other agencies.
  - b. **Feedback.** Feedback from employees.
  - c. **Guest Speakers.** Guest speakers from the District's workers compensation insurance carrier or other agencies concerned with safety.
  - d. **Materials.** Brief audio-visual materials that relate to the District's operations.
6. **Training Programs.** Training programs shall be conducted every six (6) months or when new equipment, machinery or tools are purchased. Employees shall be instructed in the safe operation of said equipment, machinery or tools. Documentation of training programs shall be maintained for three (3) years.
  - a. **New Employees.** New employees shall be trained by their supervisor in the safe operation of the equipment, machinery and tools with which they will be working prior to being allowed to work independently. Documentation of new employee training shall be maintained for three (3) years.
7. **Posters/Bulletins.** Posters and bulletins relating to and encouraging safe and healthy practices shall be posted on a rotational basis at a conspicuous location in the District's maintenance office.
  - 5025.6 **Hazard Assessment and Control.** Periodic safety inspections shall be conducted to identify existing hazards in the workplace, or conditions, equipment and procedures that could be potentially hazardous. The inspections shall be conducted jointly by Human Resources and Director of Operations or his/her designee who, through experience or training, are able to identify actual and potential hazards and who understand safe work practices.
    1. **Observe.** Safety inspectors will observe if safe work practices are being followed and will ensure that unsafe conditions or procedures are identified and corrected properly.
    2. **Quarterly.** Safety inspections will be conducted at least quarterly. The frequency of the inspections will depend on the operations involved, the magnitude of the hazards, the proficiency of employees, changes in equipment or work processes, and the history of workplace injuries and illnesses.
    3. **Written Assessment.** A written assessment shall be prepared after said inspections which will document identified hazards and prescribe procedures for the elimination of same, and measures that can be taken to prevent their recurrence.
    4. **Assessment Review.** The General Manager or his/her designee will review written inspection reports and/or assessments prepared by Human Resources and will assist in prioritizing actions and verify completion of previous corrective actions. He/she shall also review the overall inspection program to determine trends.

be working prior to being allowed to work independently. Documentation of new employee training shall be maintained for three (3) years.

- vii. **Posters/ Bulletins.** Posters and bulletins relating to and encouraging safe and healthy practices shall be posted on a rotational basis at a conspicuous location in the District's maintenance office.
  - viii. **News Articles/ Publications.** News articles and publications devoted to safety shall be distributed to employees. This policy shall also be distributed to all employees upon its adoption, to all new employees at the time of their hiring, and annually thereafter.
- F. **Hazard Assessment and Control.** Periodic safety inspections shall be conducted to identify existing hazards in the workplace, or conditions, equipment and procedures that could be potentially hazardous. The inspections shall be conducted by personnel who, through experience or training, are able to identify actual and potential hazards and who understand safe work practices.
- i. **Observe.** Safety inspectors will observe if safe work practices are being followed and will ensure that unsafe conditions or procedures are identified and corrected properly.
  - ii. **Quarterly.** Safety inspections will be conducted at least quarterly. The frequency of the inspections will depend on the operations involved, the magnitude of the hazards, the proficiency of employees, changes in equipment or work processes, and the history of workplace injuries and illnesses.
  - iii. **Written Assessment.** A written assessment shall be prepared after said inspections which will document identified hazards and prescribe procedures for the elimination of same, and measures that can be taken to prevent their recurrence.
  - iv. **Assessment Review.** The General Manager will review written inspection reports and/or assessments and will assist in prioritizing actions and verify completion of previous corrective actions. He/ she shall also review the overall inspection program to determine trends.

G. **Accident Investigation.** All accidents shall be thoroughly and properly investigated by the Field Operations Superintendent, with the primary focus of understanding why the accident or near-miss occurred and what actions can be taken to preclude recurrence. A written report of said investigation shall be prepared which adequately identifies the cause(s) of the accident or near-miss occurrence.

- i. **Obtain Facts.** The investigation must obtain all the facts surrounding the occurrence: what caused the situation to occur; who was involved; was/were the employee(s) qualified to perform the functions involved in the accident or near-miss; were they properly trained; were proper operating procedures established for the task involved; were procedures followed, and if not, why not; where else this or a similar situation might exist, and how it can be corrected.

5025.7. **Accident Investigation.** All accidents shall be thoroughly and properly investigated jointly by the Human Resources and Director of Operations or his/her designee, with the primary focus of understanding why the accident or near-miss occurred and what actions can be taken to preclude recurrence. A written report of said investigation shall be prepared which adequately identifies the cause(s) of the accident or near-miss occurrence.

- 1. **Obtain Facts.** The investigation must obtain all the facts surrounding the occurrence: what caused the situation to occur; who was involved; was/were the employee(s) qualified to perform the functions involved in the accident or near-miss; were they properly trained; were proper operating procedures established for the task involved; were procedures followed, and if not, why not; where else this or a similar situation might exist, and how it can be corrected.
- 2. **Locate Problems.** The accident investigator must determine which aspects of the operation or process require additional attention (what type of constructive action can eliminate the cause(s) of the accident or near-miss).
- 3. **Note Previous Actions.** Actions already taken to reduce or eliminate the exposures being investigated should be noted, along with those remaining to be addressed.
- 4. **Note Interim Procedures.** Any interim or temporary precautions should also be noted. Any pending corrective action and reason for delaying its implementation should be identified.
- 5. **Identify Corrective Action.** Corrective action should be identified in terms of not only how it will prevent a recurrence of the accident or near-miss, but also how it will improve the overall operation. The solution should be a means of achieving not only accident control, but also total operation control.

#### 5025.8 Code of Safe Practices.

- 1. All employees shall follow the safe practices rules identified in the District's Injury and Illness Prevention Program (IIPP), render every possible aid to safe operations, and report all unsafe conditions or practices to the immediate supervisor, Department Head, Human Resources or General Manager.
- 2. Supervising employees shall insist on employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take such action as necessary to obtain observance. Each employee should be safely minded and encourage co-workers to do the same.
- 3. Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assigned duties shall not be allowed on the job while in that condition, and will be subject to the discipline specified in Policy 3205 Substance Abuse, addressing Drug and Alcohol Abuse.
- 4. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
- 5. Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
- 6. No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
- 7. Employees shall not enter manholes, underground vaults, chambers or other similar places that receive little ventilation, unless it has been determined that it is safe to enter.
- 8. Employees shall be instructed to ensure that all guards and other protective devices



- are in proper places and adjusted, and shall report deficiencies promptly to the Competent Person on the jobsite
9. Crowding or pushing when boarding or leaving any vehicle or other conveyance shall be prohibited.
  10. Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from the Competent Person on the jobsite, or other responsible managing employee.
  11. All injuries shall be reported promptly to the Competent Person on the jobsite, or other responsible managing employee, so that arrangements can be made for medical or first aid treatment.
  12. When lifting heavy objects, the large muscles of the leg instead of the smaller muscles of the back shall be used.
  13. Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from falling objects.
  14. Employees shall cleanse thoroughly after handling hazardous or unhealthy substances, and follow special instructions from authorized sources and in accordance with the Safety Data Sheet (SDS).
  15. Work shall be so arranged that employees are able to face a ladder and use both hands while climbing.
  16. Gasoline shall not be used for cleaning purposes.
  17. No burning, welding, or other source of ignition shall be applied to any enclosed tank or vessel, even if there are some openings, until it has first been determined that no possibility of explosion exists, and authority for the work is obtained from the Water Utility Superintendent, Director of Operations or fisher designee, or other responsible managing employee.
  18. Any damage to scaffolds, false work, shoring or other supporting structures shall be immediately repaired. Failure to comply with safety rules may result in disciplinary action reported to the Competent Person on the jobsite, or other responsible managing employee.

**3- Injury and Illness Records**

The District will maintain injury and illness records that comply with Cal/OSHA standards. These records are essential for evaluating the effectiveness of the safety program.

- A report will be obtained for every injury or illness requiring medical treatment.
- Injuries or illnesses will be recorded on Cal/OSHA Form 300.
- A supplementary report will be filed on OSHA Form 302.
- The summary Form 300A will be posted in employee areas from February 1 to March 1 each year.
- Records will be retained for at least five years after preparation.

**4- Documentation of Activities**

The District will maintain records of all activities related to the IIPP:

- **Inspections:** Periodic inspections, required by Cal/OSHA, will be documented, including details of unsafe conditions and corrective actions. Records will be kept for a minimum of three years.

- ii. **Locate Problems.** The accident investigator must determine which aspects of the operation or process require additional attention (what type of constructive action can eliminate the cause(s) of the accident or near-miss).
- iii. **Note Previous Actions.** Actions already taken to reduce or eliminate the exposures being investigated should be noted, along with those remaining to be addressed.
- iv. **Note Interim Precautions.** Any interim or temporary precautions should also be noted. Any pending corrective action and reason for delaying its implementation should be identified.
- v. **Identify Corrective Action.** Corrective action should be identified in terms of not only how it will prevent a recurrence of the accident or near-miss, but also how it will improve the overall operation. The solution should be a means of achieving not only accident control, but also total operation control.

**H. Code of Safe Practices.**

- i. All employees shall follow these safe practices rules, render every possible aid to safe operations, and report all unsafe conditions or practices to the Foreman, Field Operations Supervisor, or General Manager.
- ii. Supervising employees shall insist on employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take such action as necessary to obtain observance. Each employee should be safety minded and encourage co-workers to do the same.
- iii. Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assigned duties shall not be allowed on the job while in that condition, and will be subject to the discipline specified in the Paragraph addressing Drug and Alcohol Abuse.
- iv. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
- v. Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
- vi. No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
- vii. Employees shall not enter manholes, underground vaults, chambers or other similar places that receive little ventilation, unless it has been determined that it is safe to enter.

- viii. Employees shall be instructed to ensure that all guards and other protective devices are in proper places and adjusted, and shall report deficiencies promptly to the Foreman or Field Operations Superintendent.
- ix. Crowding or pushing when boarding or leaving any vehicle or other conveyance shall be prohibited.
- x. Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from the Foreman or Field Operations Superintendent, or other responsible managing employee.
- xi. All injuries shall be reported promptly to the Foreman or Field Operations Superintendent, or other responsible managing employee, so that arrangements can be made for medical or first aid treatment.
- xii. When lifting heavy objects, the large muscles of the leg instead of the smaller muscles of the back shall be used.
- xiii. Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from the falling objects.
- xiv. Employees shall cleanse thoroughly after handling hazardous or unhealthy substances, and follow special instructions from authorized sources.
- xv. Work shall be so arranged that employees are able to face a ladder and use both hands while climbing.
- xvi. Gasoline shall not be used for cleaning purposes.
- xvii. No burning, welding, or other source of ignition shall be applied to any enclosed tank or vessel, even if there are some openings, until it has first been determined that no possibility of explosion exists, and authority for the work is obtained from the Field Operations Superintendent, or other responsible managing employee.
- xviii. Any damage to scaffolds, false work, shoring or other supporting structures shall be immediately reported to the Foreman or Field Operations Superintendent, or other responsible managing employee.
- xix. All tools and equipment shall be maintained in good condition.
- xx. Damaged tools or equipment shall be removed from service and tagged "DEFECTIVE."
- xxi. Pipe or Stillson wrenches shall not be used as substitute for other wrenches.
- xxii. Only appropriate tools shall be used for the job.

- **Training:** Training sessions, including the type of training, date, and trainer information, will be documented and kept for at least three years.

#### 5. Communication

The District will maintain clear, open communication with employees regarding occupational health and safety. This will include:

- **Regular safety meetings,** at least quarterly, where employees can openly discuss safety issues.
- **Supervisors:** Supervisors will conduct safety meetings (e.g., toolbox or tailgate meetings) at least every ten working days to emphasize safe practices.
- **General Safety Meetings:** General meetings will be held monthly, focusing on accident history, employee feedback, and guest presentations from safety experts.
- **Written safety information** will be made available in employee break rooms, and new employees will receive safety training during their orientation.

#### 6. Training Programs

All employees will receive safety training appropriate to their duties:

- **New employees** will be trained on safety protocols before starting work.
- **Employees** will receive additional training if they are assigned new duties or equipment.
- **Periodic safety training sessions** will reinforce existing protocols and address any new hazards.
- **Documentation of training** will be maintained for at least three years.

#### 7. Safety Inspections

Regular safety inspections will be conducted to identify hazards and unsafe practices. Inspections will be:

- **Conducted quarterly or as needed** (e.g., after an accident or when new equipment is introduced).
- **Documented with a Hazard Checklist,** signed and dated by the inspector. Corrective actions must be taken and documented.
- **Conducted by qualified personnel or external consultants** as necessary.

#### 8. Accident Investigations

All accidents and near-misses will be thoroughly investigated by trained personnel to identify causes and implement preventive measures. A written report will be prepared, and corrective actions will include:

- **Additional training or disciplinary measures.**
- **Changes to equipment, processes, or staffing.**

#### 9. Unsafe Conditions and Work Practices

The District will ensure prompt correction of unsafe conditions:

- Hazards will be prioritized based on severity.
  - Protective measures such as lockout/tagout will be used to eliminate immediate dangers.
  - Records of hazard corrections will be kept for at least three years.
- 10. Recordkeeping**
- As a local government entity, the District will maintain all required records related to the LPP for at least five years, in compliance with Cal/OSHA standards.
- 11. Code of Safe Practices**
- Reporting all unsafe conditions and accidents immediately.
  - Using proper lifting techniques and following safe work practices.
  - Avoiding horseplay, drugs, or other impairments that could compromise safety.
  - Ensuring equipment is in good working condition, with any defects reported and tagged as "DEFECTIVE."
  - Following lockout/tagout procedures when necessary.
  - Supervisors are responsible for enforcing safety rules and ensuring all employees comply.

19. All tools and equipment shall be maintained in good condition.
20. Damaged tools or equipment shall be removed from service and tagged "DEFECTIVE."
21. Pipe wrenches shall not be used as a substitute for other wrenches.
22. Only appropriate tools shall be used for the job.
23. Wheelbarrows shall not be used with handles in an upright position.
24. Portable electric tools shall not be lifted or lowered by means of the power cord. Ropes shall be used for this purpose.
25. In locations where the use of a portable power tool is difficult, the tool shall be supported by means of a rope or similar support of adequate strength.
26. Only authorized persons shall operate machinery or equipment.
27. Loose or frayed clothing, or long hair, dangling ties, finger rings, etc. shall not be worn around moving machinery or other sources of entanglement.
28. Machinery shall not be serviced, repaired or adjusted while in operation, nor shall oiling of moving parts be attempted, except on equipment that is designed or fitted with safeguards to protect the person performing the work.
29. Where appropriate, lock-out/block-out procedures shall be used.
30. Employees shall not work under vehicles supported by jacks or chain hoists, without protective blocking that will prevent injury if jacks or hoists should fail.
31. Air hoses shall not be disconnected at compressors until hose line has been bled.
32. All excavations shall be visually inspected before backfilling, to ensure that it is safe to backfill.

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- xxiv. Portable electric tools shall not be lifted or lowered by means of the power cord. Ropes shall be used for this purpose.
- xxv. In locations where the use of a portable power tool is difficult, the tool shall be supported by means of a rope or similar support of adequate strength.
- xxvi. Only authorized persons shall operate machinery or equipment.
- xxvii. Loose or frayed clothing, or long hair, dangling ties, finger rings, etc., shall not be worn around moving machinery or other sources of entanglement.
- xxviii. Machinery shall not be serviced, repaired or adjusted while in operation, nor shall oiling of moving parts be attempted, except on equipment that is designed or fitted with safeguards to protect the person performing the work.
- xxix. Where appropriate, lock-out procedures shall be used.
- xxx. Employees shall not work under vehicles supported by jacks or chain hoists, without protective blocking that will prevent injury if jacks or hoists should fail.
- xxxi. Air hoses shall not be disconnected at compressors until hose line has been bled.
- xxxii. All excavations shall be visually inspected before backfilling, to ensure that it is safe to backfill.
- xxxiii. Excavating equipment shall not be operated near tops of cuts, banks, and cliffs if employees are working below.
- xxxiv. Tractors, backhoes and other similar equipment shall not operate where there is possibility of overturning in dangerous areas like edges of deep fills, cut banks, and steep slopes.

An Injury and Illness Prevention Program, which will conform to the requirements of SB 198 and the Standards promulgated in response thereto by the California Occupational Safety and Health Standards Board, will require more than just the implementation of a policy similar to the foregoing sample. Full compliance will require an in-depth and individualized assessment of an agency's current workplace conditions, practices and problems. Said assessment must be documented and include a safety and health survey, workplace assessment, evaluation of assessment information, development of an action plan, implementation of said plan, and ongoing maintenance of the program. C.S.D.A. encourages its members to take full advantage of Cal/OSHA's Consultation Service. In addition to suggesting both governmental and private sources for information, Cal/OSHA has a publication entitled, "Guide to Developing Your Workplace Injury & Illness Prevention Program with Checklists for Self-Inspection." This document and other information can be obtained from the Cal/OSHA Consultation Service Offices listed below:



**POLICY TITLE: OCCUPATIONAL INJURY AND ILLNESS PREVENTION PROGRAM**  
**POLICY NUMBER: 3120**

3120.1 It is the policy of the District that accident prevention shall be considered of primary importance in all phases of operation and administration. The District desires to provide safe and healthful working conditions for all of its employees. Therefore, the District will maintain a safety and health program through the implementation of "best practices" to reduce the potential and frequency of injuries. The District's safety and health program will include:

1. Providing mechanical and physical safeguards to the maximum extent possible.
2. Conducting a program of safety and health inspections to find and eliminate unsafe working conditions or practices, to control health hazards, and to comply fully with the safety and health standards and law for every job.
3. Training all employees in good safety and health practices.
4. Providing necessary personal protective equipment (PPE), and instructions for use and care.
5. Developing and enforcing safety and health rules, and requiring that employees cooperate with these rules as a condition of employment.
6. Investigating promptly and thoroughly, every accident to determine its cause and correct the problem to prevent recurrence.
7. Developing a system of recognition and awards for outstanding safety service and/or performance.

3120.2 **Program Responsibility.** Although the District recognizes that the responsibility for safety and health is shared, the General Manager or his/her designee shall be responsible and have full authority for implementing this policy and the District's Injury and Illness Prevention Program (IIPP).

1. The District accepts responsibility for leadership of the safety and health program, for its effectiveness and improvements, and for providing the safeguards required to ensure safe conditions.
2. Supervisory and management personnel are responsible for developing proper attitudes toward safety and health for themselves and in their direct reports, and for ensuring that all operations are performed with the utmost regard for the safety and health of all personnel involved, including themselves.
3. It is equally the duty of each employee to accept and follow established safety regulations and procedures. Unsafe conditions must be reported to a supervisor immediately. Fellow employees that need help should be assisted. Everyone is responsible for the housekeeping duties that pertain to their jobs.
4. No employee will be required to work at a job the employee knows is not safe or healthful. Employees are responsible for wholehearted, genuine operation of all aspects of the safety and health program, including compliance with all rules and regulations, and for continuously practicing safety while performing their duties. Any employee found not practicing safety while performing their duties will be subject to appropriate discipline.
5. Any injury that occurs on the job, even a slight cut or strain, must be reported to management as soon as possible. In no circumstance, except an emergency, should an employee leave a shift without reporting an injury that occurred.

3120.3 **Injury and Illness Records.** The District's recordkeeping system for its Injury and Illness Prevention

33. Excavating equipment shall not be operated near tops of cuts, banks, and cliffs if employees are working below.

34. Tractors, backhoes and other similar equipment shall not operate where there is a possibility of overturning in dangerous areas like edges of deep fills, cut banks, and steep slopes.

**5025.9 Competent Person.** For the purpose of defining the competent person on the jobsite, the order of hierarchy is listed as: Water Production II or Senior Water Utility Worker, Water Production, Cross-Connection Non Potable Water or Water Utility Supervisor, Water Utility Superintendent and Director of Operations. Such designation must be listed on the essential functions of the job description of each position. A competent person as defined by Cal/OSHA is an individual with the knowledge and experience to identify existing and potential hazards in the work environment, including those related to water systems, infrastructure, and safety protocols. This person must also have the authority to implement immediate corrective actions to mitigate risks and ensure the safety and compliance of operations.

**5025.10 Implementation.** An Injury and Illness Prevention Program, which will conform to the requirements of SB 198 and the Standards promulgated in response thereto by the California Occupational Safety and Health Standards Board, will require more than just the implementation of a policy similar to the foregoing example. Full compliance will require an in-depth and individualized assessment of an agency's current workplace conditions, practices and problems. Said assessment must be documented and include a safety and health survey, workplace assessment, evaluation of assessment information, development of an action plan, implementation of said plan, and ongoing maintenance of the program. The District encourages its members to take full advantage of Cal/OSHA's Consultation Service. In addition to suggesting both governmental and private sources for information, Cal/OSHA has a publication entitled, "Guide to Developing Your Workplace Injury & Illness Prevention Program with Checklists for Self-Inspection." This document and other information can be obtained from the nearest Cal/OSHA Consultation Service Offices.

**5025.11 Non-Retaliation.** The District is committed to ensuring a safe work environment where employees can report injuries, illnesses, safety concerns, or policy violations without fear of retaliation. Retaliation in any form, including harassment or discrimination, is strictly prohibited. Employees who believe they have been retaliated against for reporting safety-related issues should immediately report the incident to Human Resources. The District will investigate all claims of retaliation and take appropriate action, including disciplinary measures if necessary.

Program shall conform to Cal/OSHA standards. Records shall be used to measure and evaluate the success of said program.

1. A report shall be obtained on every injury or illness occurring during the course of work which requires medical treatment.
2. Each injury or illness shall be recorded by Human Resources on the Cal/OSHA Form 300, according to its instructions.
3. A supplementary record of the occupational injury or illness shall be prepared on OSHA Form 5020, according to its instructions.
4. Annually, the summary Cal/OSHA Form 300A shall be prepared and posted in all employee break areas no later than February 1. Said form shall remain posted until March 1.
5. All records specified in this section shall be maintained by the District for a minimum of five years after their preparation.

**3120.4 Documentation of Activities.** Records shall be maintained of steps taken to establish and maintain the District's Injury and Illness Prevention Program. They shall include:

1. Records of scheduled and periodic inspections as required by Cal/OSHA (California Code of Regulations, Title 8, Chapter 4) to identify unsafe conditions and work practices. The documentation must include the name of the person(s) conducting the inspection, the unsafe conditions and work practices identified (if any), and the action taken to correct the unsafe conditions and work practices. The records of inspections will be maintained for a minimum of 3 years.
2. Documentation of safety and health training required by Cal/OSHA (California Code of Regulations, Title 8, Chapter 4) for each employee. The documentation must specifically include the employee name, training dates, type(s) of training and the name of the training provider. These records will be maintained for a minimum of 3 years.

**3120.5 Communication.** Readily understandable communication shall be maintained with all affected employees on matters relating to occupational health and safety, including provisions designed to encourage employees to inform the District of hazards at the worksite without fear of reprisal. Communications with employees shall include meetings, training programs, posted written information, and notification by employees about hazards.

1. New employees will receive an initial safety orientation. During the initial safety orientation, employees will be instructed to report any unsafe conditions, and to discuss occupational health concerns.
2. The District's Code of Safe Practices, below, shall be provided to each employee annually. It shall be posted in a conspicuous location such as the employee break room. Employees may request a copy of the Code of Safe Practices from Human Resources or the employee's supervisor.
3. Supervisory employees shall conduct "toolbox" or "tailgate" safety meetings, or equivalent, with their crew(s) at least every 10 working days to emphasize safety. During safety meetings, employees will be encouraged to report any unsafe conditions, and to discuss occupational health concerns. Documentation of these meetings shall be maintained for a minimum of 3 years.
4. Periodic meetings (at least 1 per quarter) of supervisory employees shall be held under the direction of the General Manager or their designee for the discussion of safety problems and accidents that have occurred. Documentation of these meetings shall be maintained for a minimum

of 3 years.

5. General employee meetings shall be conducted (at least 1 per quarter) at which safety is freely and openly discussed by those present. Such meetings shall be regular, scheduled, and announced to all employees. Documentation of these meetings shall be maintained for a minimum of 3 years. Discussions at these meetings should concentrate on:
  - a. Feedback from employees.
  - b. Guest speakers from the District's workers' compensation insurance carrier or other agencies concerned with safety.
  - c. Brief audio-visual materials that relate to the District's operations.
6. All employee safety and health suggestions or concerns will be reviewed by the employee's supervisor, who will determine if an inspection, further training, or other action is necessary. The supervisor will communicate what actions, if any, are taken to the employee. If the employee is not satisfied with the actions taken by the supervisor, the employee may direct the matter to either Human Resources or the General Manager.
7. This policy shall be distributed to all employees upon its adoption, to all new employees at the time of hire, and annually thereafter.

#### 3120.6 Occupational Health and Safety Training Program

1. All new employees will be provided a safety orientation during his/her first day on the job. The orientation will be conducted and documented by his/her supervisor and/or Human Resources. It will cover all company safety rules and the safe practices required for their job assignment.
2. Employees given a new job assignment will be provided a safety orientation regarding any new hazards prior to beginning the new job. Employees risking exposure to a new hazard will be given a safety orientation prior to working with the new hazard.
3. A safety orientation will be conducted periodically. Safety rules and safety practices will be emphasized at this training session, which will serve the same purpose as the safety orientation given to new employees.
4. Only individuals who are knowledgeable of the safety hazards and safe practices of the workers under their direction and control will be permitted to supervise.
5. Records will be kept of all training provided. Records will indicate the type of training given, date, the name of the training provider, and signatures of employees in attendance, and will be maintained for a minimum of 3 years.

3120.7 Inspections. Periodic safety inspections shall be conducted to identify existing hazards in the workplace, or conditions, equipment, and procedures that could be potentially hazardous. The inspections shall be conducted by personnel who, through experience or training, are able to identify actual and potential hazards and who understand safe work practices.

1. Inspections will be performed regularly to identify and evaluate workplace hazards with the use of an established checklist (see 3120.5.3).
2. Inspections will also be performed whenever a new process or substance is introduced, when the District receives information that a company process or substance is hazardous, as part of an accident investigation, and when a safety hazard is reported. These inspections may be limited to



the substance or process in question. The frequency of the inspections will depend on the operations involved, the magnitude of the hazards, the proficiency of employees, changes in equipment or work processes, and the history of workplace injuries and illnesses.

3. All inspections will be documented using the Hazard Checklist, which will be signed and dated by the inspector. The inspector will correct or arrange to correct all hazards identified.
4. Inspections may be conducted by outside consultants, the General Manager or their designee, the Director of Operations, the Water Utility Superintendent, or Human Resources. In the event of a safety complaint, the designated inspector should not be a member of the department under investigation, or a supervisor of any employees involved.

**3120.8 Accident Investigation.** All accidents shall be thoroughly and properly investigated by a responsible managing employee who shall be trained in accident investigation, with the primary focus on understanding why the accident or near-miss occurred and what actions can be taken to prevent a recurrence. A written report of said investigation shall be prepared which adequately identifies the cause(s) to the accident or near-miss occurrence.

1. All accidents, illnesses, and exposures to hazardous substances resulting from employment with the District will be investigated using the Incident Report Form, and submitted to Human Resources.
2. The investigation report will be reviewed by the General Manager, or his/her designee.
3. Particular attention will be given to ways of preventing future occurrences of similar accidents, illnesses, or exposures. Methods of prevention include, but are not limited to:
  - a. Additional training
  - b. Disciplinary action
  - c. Replacement of parts or equipment
  - d. Environmental controls
  - e. Additional staff assigned to tasks or worksites

**3120.9 Unsafe Conditions and Work Practices.**

1. When safety hazards are corrected, the action taken will be indicated on Hazard Checklist, which will then be signed and dated by the individual making the corrections.
2. Priorities for correction will be determined by the severity of the hazard(s) identified. Employees will be protected from imminent hazards using lockouts or other means of adequately preventing employees from exposure.
3. Hazard checklist forms will be kept as a record of the company's ongoing safety efforts for a minimum of 3 years.

**3120.10 Recordkeeping.** We are a local governmental entity and we are not required to keep written records of the steps taken to implement and maintain our IIP Program.

**3120.11 Code of Safe Practices.** All employees shall follow these safe practices rules, render every possible aid to safe operations, and report all unsafe conditions to a responsible managing employee.

1. Supervisory employees shall insist on employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take action as necessary to obtain observance.
2. Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assigned duties shall not be allowed on the job, and will be subject to discipline specified in Policy 3205.
3. Employees shall obey all health and safety warning signs.
4. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety and well-being of the employees is prohibited.
5. Work shall be well-planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
6. No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
7. Employees shall not enter manholes, underground vaults, chambers, or other similar places that receive little ventilation unless it has been determined that it is safe to enter.
8. Employees will ensure that all guards and other protective devices are in proper places and adjusted, and shall report deficiencies promptly to a responsible managing employee.
9. Employees shall not handle or tamper with any electrical equipment, machinery, or air or waterlines in a manner not within the scope of their regular duties, unless they have adequate instruction and supervision from a responsible managing employee.
10. All injuries shall be reported promptly to a responsible managing employee so that arrangements can be made for medical or first aid treatment.
11. When lifting heavy objects, the large muscles of the leg instead of the smaller muscles of the back shall be used.
12. Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from falling objects.
13. Employees shall cleanse thoroughly after handling hazardous or unhealthy substances, and follow special instructions from authorized sources.
14. Work shall be so arranged that employees are able to face a ladder and use both hands while climbing.
15. No burning, welding, or other source of ignition shall be applied to any enclosed tank or vessel, even if there are some openings, until it has first been determined that no possibility of explosion exists, and authorization for the work is obtained from a responsible managing employee.
16. Any damage to scaffolds, falsework, shoring, or other supporting structures shall be immediately reported to a responsible managing employee.
17. All tools and equipment shall be maintained in good condition. Damaged tools or equipment shall be removed from service and tagged "DEFECTIVE."
18. While working on or cleaning equipment, perform Lockout/Tagout/Blockout procedures if exposed to live wires, moving parts, or flying debris.
19. Only appropriate tools shall be used for the job. For example, Pipe or Stillson wrenches shall not be used as substitute for other wrenches.
20. Tools shall not be altered in a manner not intended by the manufacturer. For example, wrenches may not be altered by the addition of handle-extensions or "cheaters."
21. Portable electric tools shall not be lifted or lowered by means of the power cord. Ropes shall be used for this purpose.
22. Only authorized persons shall operate machinery or equipment.
23. Loose or frayed clothing, long hair, dangling ties, finger rings, etc., shall not be worn around moving

machinery or other sources of entanglement.

24. Machinery shall not be serviced, repaired, or adjusted while in operation. Oiling of moving parts shall not be attempted except on equipment that is designed and fitted with safeguards to protect the person performing the work.
25. Where appropriate, lock-out procedures shall be used.
26. Employees shall not work under vehicles supported by jacks or chain hoists, without protective blocking that will prevent injury if jacks or hoists should fail.
27. Air hoses shall not be disconnected at compressors until the hose line has been bled.
28. All excavations shall be visually inspected before backfilling, to ensure that it is safe to backfill.
29. Excavating equipment shall not be operated near tops of cuts, banks, and cliffs if employees are working below.
30. Tractors, backhoes, and other similar equipment shall not be operated where there is a possibility of overturning in dangerous areas such as steep slopes, edges of fills, or cut banks.
31. Use sound ergonomic principles appropriate for the location and nature of work.
32. Keep walkways, hallways, and doorways free of items or debris to prevent injury.
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BEAUMONT-CHERRY VALLEY WATER DISTRICT

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**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 7**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT:** Request to Rescind Continuation of Service for Previously Approved Project At 1680 E 6th Street, Suite A (APN 419-150-006) – East of Allegheny Avenue, and West of Highland Springs Avenue

**Staff Recommendation**

1. Consider the request to rescind the continuation of service letter for the proposed project at 1680 E 6th Street Suite A (Jenny’s Laundry), located at Assessor’s Parcel Number (APN) 419-150-006 and:
  - a. Approve the request to rescind the Continuation of Service Letter, or
  - b. Deny the request to rescind the Continuation of Service Letter
2. Authorize the General Manager to refund Capacity Charges paid by Jenny’s Laundry in the amount of **\$20,244.00** due to the cancelation of the redevelopment project and thus no need for District additional service level.

**Executive Summary**

The Applicant (Jennifer Yates) requested domestic water service from the District for proposed redevelopment to the existing suite located at 1680 E 6th Street (Suite A) at the Engineering Workshop on February 22, 2024 (see Attachment 3 – February 22, 2024 Meeting Minutes). Historically, the suite was developed as a pharmacy and District staff has determined that the property owner paid facilities fees for 1 EDU when the building was originally constructed. The Board ultimately approved the request for the continuation of water service and increase in water consumption (an increase of 2.0 EDUs) for the proposed laundromat. For circumstances beyond the control of the Applicant, the proposed laundromat will not open, and the suite has been vacated by the Applicant. The Applicant is requesting a refund for the monies (capacity charges) paid for the increase in water consumption.

**Table 1 – Project Summary**

Applicant	Jennifer Yates
Tenant	Jenny’s Laundry
Development Type	Commercial Site
Development Name	Jenny’s Laundry
Annexation Required (Yes/No)	No
Existing Consumption	1.0 EDUs
Increase in Water Consumption (Board Approved)	2.0 EDUs
Decrease in Water Consumption <sup>1</sup>	-2.0 EDUs
Proposed Remaining Water Consumption <sup>2</sup>	1.0 EDUs

1. Contingent upon Board consideration.
2. Board approval would reset the water allocation to the original developer amount of 1.0 EDUs.



## **Background**

The Applicant, Jennifer Yates (on behalf of Jenny's Laundry), requested water service from the District for an increase in water demand (allocation) to an existing suite within a building located at 1680 E 6<sup>th</sup> Street (Suite A) which proposes a new laundromat. The Project has historically been served by the District from a meter manifold at the southern end of the property from the District's 12-inch 2750 Pressure Zone (PZ) Asbestos-Cement Pipe (ACP).

At the February 22, 2024 Engineering Workshop, the Board of Directors approved the continuation of service for the increase in water consumption associated with the redevelopment of the project. Historically, Suite A of 1680 E 6th Street has been served from a 5/8" meter and the previous tenant utilized less than 50 gallons per day (gpd). District staff has determined that capacity charges of 1 EDU were paid by the original owner around 2008. The Applicant was conditioned to pay capacity charges for the increase in water consumption associated with the project (2.0 additional EDUs). On September 24, 2024, the Applicant contacted and informed District staff that they have vacated the suite and are requesting a refund for the monies paid to the District for the increase in water consumption (see Attachment 2 – Applicant Letter to District).

## **Discussion**

The District does not typically receive requests for refunds regarding capacity charges for a project. Should the Board rescind the Continuation of Service Letter, Suite A of 1680 E 6th Street would continue to receive water from the District for the remaining water allocation associated with this Project (1 EDU). Future Applicant(s) who intend to occupy this suite would be responsible to pay the capacity charges for any increase in consumption associated with their Project. Future Applicant(s) would also be responsible paying all applicable District deposits and fees. At this time, District staff is requesting the Board of Directors consider rescinding the Continuation of Service Letter for the re-development located at Suite A of 1680 E 6th Street and authorizing the reimbursement of paid fees.

## **Fiscal Impact**

No negative fiscal impact to the District.

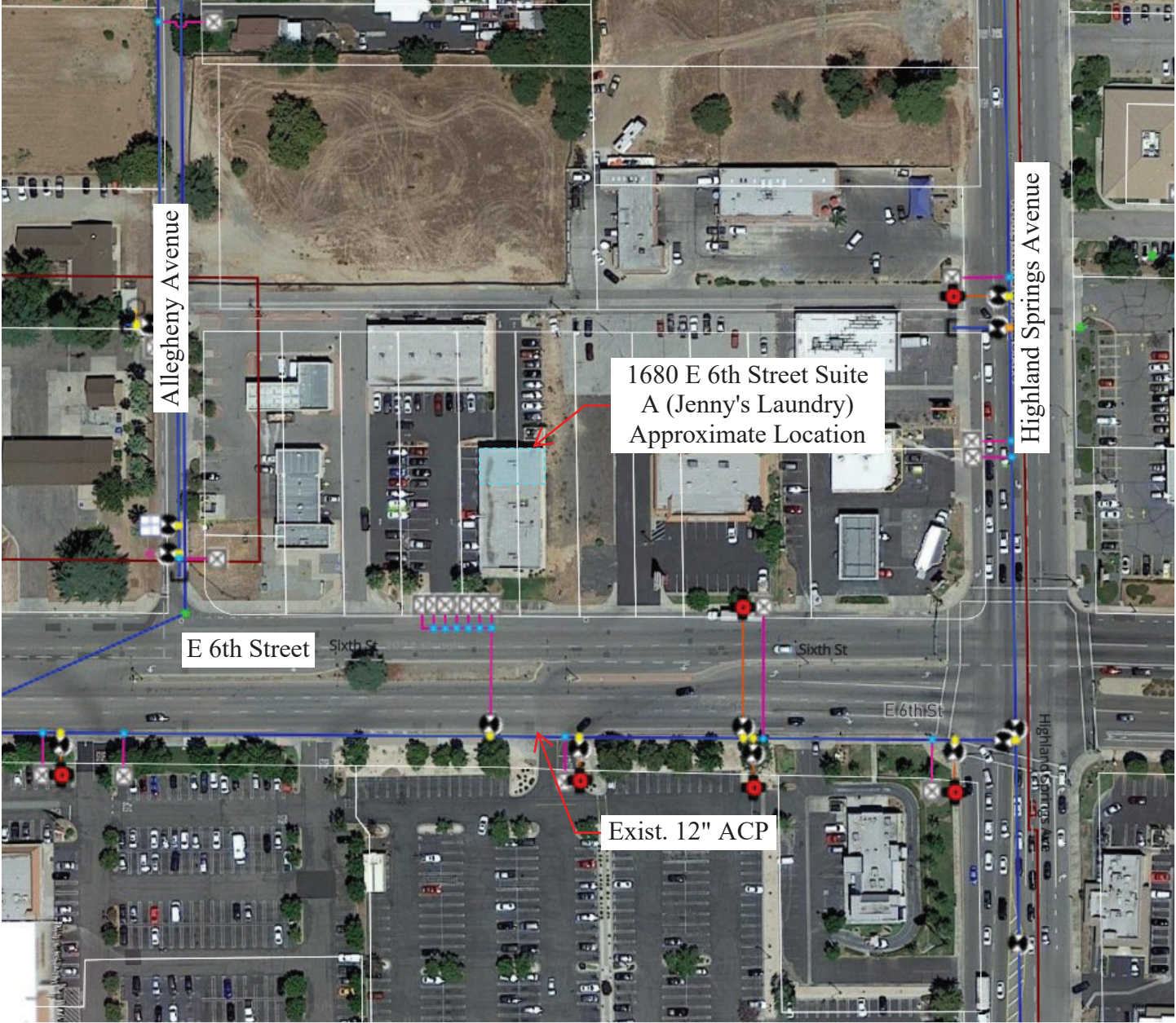
## **Attachments**

1. Jenny's Laundry Vicinity Map
2. Applicant Letter to District
3. February 22, 2024 Meeting Minutes

Staff Report prepared by Evan Ward, Civil Engineering Assistant



Attachment 1 - Jenny's Laundry Vicinity Map





September 24, 2024

Jenny's Laundry  
1680 E 6th Street Unit A  
Beaumont, CA 92223

Account # 068442-0000796

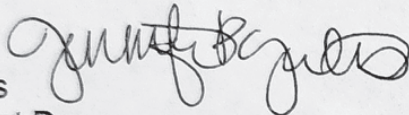
Dear Beaumont-Cherry Valley Water District Board of Directors,

Due to circumstances beyond our control this store has never opened and will not open, as a laundromat in the future. We have vacated the building and returned it to the landlord empty.

We are requesting a refund on the monies paid for the additional (2) EDU's that we personally paid out of pocket and never used. The requested amount is \$20,244.00 paid on 02/29/2024 (receipt number 01167600).

Sincerely,

Jennifer Yates  
1232 Pinehurst Dr.  
Calimesa CA 92320

 9-25-2024



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS**  
Thursday, February 22, 2024 at 6:00 p.m.

*Meeting held in person at 560 Magnolia Ave., Beaumont, CA  
pursuant to California Government Code Section 54950 et. seq.*

**Call to Order:** *President Covington opened the meeting at 6:05 p.m.*

*Pledge of Allegiance was led by Director Ramirez.*

*Invocation was given by Director Hoffman.*

**Announcement and Verification of Remote Meeting Participation**  
*No Board members were attending via teleconference.*

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Williams (6:17 p.m.)
Directors absent:	Slawson
Staff present:	General Manager Dan Jagers Director of Information Technology Robert Rasha Civil Engineering Assistant Evan Ward Development Services Technician Lilian Tienda Executive Assistant Lynda Kerney
Legal Counsel	James Markman

Members of the public who registered their attendance: Nyles O’Harra of the Yucaipa Valley Water District, Jennifer Yates, Richard Yates, and Lee Ann Smith Trafzer.

**Public Comment**

Ms. Lee Ann Smith Trafzer requested the Board agendaize the issue with subsurface water rights at her property on Oak Glen Road, APN 401-020-009. She said she planned to create a small wedding venue and plant grape vines, and the water use would not be tremendous. She said she would work with the District to find a solution.

**1. Adjustments to the Agenda:** None.



**2. Request for Will-Serve Letter for Improvements to 1680 E. 6th Street, Suite A (APN 419-150-006) – East of Allegheny Avenue, and West of Highland Springs Avenue**

Civil Engineering Assistant Evan Ward explained that the site has been in use as a pharmacy, and fees for one Equivalent Dwelling Unit (EDU) had been previously paid. As a change of use, the laundromat must pay fees for an additional 2 EDUs.

Director Ramirez asked if any facilities upgrades would be needed. Mr. Ward said no, but the applicant may want to upsize the meter at their discretion.

Mr. Richard Yates, husband of the applicant, pointed out an error on the address on the agenda and staff report: the business is located at 1680 E. 6th Street, not 1380.

*The Board approved the request for a continuation of water service for the proposed improvements to 1680 E 6th Street Suite A, located at Assessor's Parcel Number (APN) 419-150-006 subject to payment of all deposits and fees to the District and securing all approvals from the City of Beaumont, and approved furnishing of a Continuation of Service Letter per conditions as enumerated by the following roll-call vote:*

MOVED: Ramirez	SECONDED: Hoffman	APPROVED 3-0
AYES:	Covington, Hoffman, Ramirez	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Slawson, Williams	

~~6:17 p.m. – Director Williams joined the meeting.~~

**3. Review of District Contract Expenditures in Fiscal Year 2023**

~~General Manager Dan Jagers presented the tables listing outstanding vendor contracts, both non-Capital Improvement Budget contracts, and Capital Improvement Budget contracts.~~

~~Director Ramirez noted that these lists would typically include 2023 to 2024. He said he appreciated the thorough review and the information on contract amounts remaining. He suggested incorporation of this information into future CIP presentations.~~

~~Director Williams pointed to the Mejorando Group contract, and Mr. Jagers assured that the District is not moving forward with that vendor. There is more work to be done on the project, and he has discussed a path forward with President Covington to bring a solution back to the Board. Director Williams expressed concern and recommended putting the brakes on that project.~~

~~Director Hoffman noted that the contracts are tracked and reviewed by the Finance and Audit Committee.~~

~~In response to President Covington, Mr. Jagers confirmed that some listed contracts had been closed out. This report is a look back, and sums up the year 2023, he stated. On the next report, staff will add a column to indicate contracts ongoing or complete.~~



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 8**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT:** Consider Setting a Date for Public Hearing to Adopt an Ordinance Providing for Compensation of the Members of the Board of Directors of the Beaumont-Cherry Valley Water District and Superseding Ordinance 2023-01

---

**Staff Recommendation**

- Set a date for a Public Hearing and adoption of an ordinance providing for compensation of the members of the Board; or
- Leave the current per diem unchanged at \$296.40; or
- Direct staff as desired.

**Executive Summary**

BCVWD Policy 4065.4 (8) states *per diem fees shall be reviewed by the Board annually in October each year, with said increase to be effective January 1 of the next calendar year.* The Board may consider adjustment of the per diem rate and set a public hearing date to adopt an ordinance making any desired increase. If desired, staff recommends a public hearing date of November 13, 2024.

**Background**

The BCVWD Policy and Procedures Manual, Policy 4065.4 (8) states *per diem fees shall be reviewed by the Board annually in October each year, with said increase to be effective January 1 of the next calendar year.* Compensation was most recently set at a rate of \$296.40 per Ordinance 2023-01 adopted by the Board on November 8, 2023, effective April 1, 2024. Attachment 1, Table B provides a history of compensation adjustments.

Water Code Section 20200 et. seq. provides authorization for members of the governing Board to receive compensation for each day's service rendered as a member of the Board, not to exceed a total of 10 days per month. The Water Code allows the Board to increase the per diem rate by Ordinance following a required public hearing. The increase may not exceed an amount equal to 5 percent for each calendar year following the operative date of the last adjustment. No public hearing is necessary to adjust the compensation rate downward.

The per diem rate is per day of service, not per meeting. A Director may attend one or more meetings during a single day, but will be eligible for only one per diem compensation. Payment of per diems is regulated by the BCVWD Policy and Procedures Manual, Policy 4065.

In 2020, the Board adopted Resolution 2020-25, establishing eligibility for health insurance benefits for directors beginning January 1, 2021.

Per the statute, the Board may set the amount of compensation per day on a go-forward basis only and may not set retroactive per diem rates for past services.



**Summary**

Before the Board is the annual consideration of per diem fees as required by District policy.

**Public Hearing Required**

Should the Board decide to consider increasing the per diem, per the requirements of Water Code Sections 20201 – 20203, the Board must hold a public hearing prior to considering a superseding ordinance. Should it be the desire of the Board, the hearing could be held at the November 13, 2024 Board meeting which would allow time to incorporate a new per diem amount into the FY 2025 budget. Or, the Board may set a later date as desired at a Regular Meeting.

**Maximum Increase**

Compensation may be increased by any desired amount up to a maximum of \$311.22 (one year at 5 percent maximum allowable by law = \$14.82, added to the current \$296.40).

**Effective Date**

BCVWD Policy 4065.4 (8) states that any per diem increase should be *effective January 1 of the next calendar year*, and California Water Code 20202 states: "... the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment." In addition, the Water Code provides that the Ordinance would go into effect a minimum of 60 days after adoption. Since the operative date of the most recent increase was April 1, 2024, the earliest effective date of a per diem increase would be April 1, 2025.

**Fiscal Impact**

The draft FY 2025 budget considers the estimated cost of Director per diems based on activity in 2024, balanced with the potential to budget at 100 percent (10 meetings per month x 5 directors). Staff estimates a potential increase in costs of \$5,112.90 per year if the per diem is increased to \$311.22.

Table A - Comparison of per diem costs 2019 through Sept. 30, 2024

Year	2019	2020	2021	2022	2023	YTD 2024	Projected total for 2025
# of Days of Service	191	188	244	340	308	257	330
Cost \$	\$ 38,200	\$ 37,600	\$ 60,140	\$ 88,400	\$ 85,605	\$ 75,126	\$ 96,763

**Attachment(s)**

1. Table B – History of BCVWD Per Diem
2. Table C – Per Diem comparators by per diem amount
3. Table D – Per Diem comparators by number of water connections
4. Ordinance 2023-01
5. Policy 4065



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 8**

**ATTACHMENT 1**

**Table B - History of BCVWD per diem**

Effective Date	Ord	Amount	Change	Date adopted	Notes
4/1/2024	Ord 2023-01	\$ 296.40	3.85%	11/8/2023	
4/1/2023	Ord 2022-01	\$ 285	8.77%	11/17/2022	
4/1/2021	Ord 2021-01	\$ 260	23%	1/28/2021	
In April 2010, the Board tabled an item on potential compensation adjustment to June 2010					
In June 2010, the Board did not revise the compensation amount but voted to make a 10% reduction in per diem voluntary.					
2/10/2008	Ord 2007-01	\$ 200		12/12/2007	
4/13/2006	Ord 2006-06	\$ 200	25%	4/12/2006	by resolution, not ord
9/12/2001	Reso 2001-11	\$ 150		9/11/2001	
5/9/2000	Reso 2000-1		decrease	5/9/2000	minutes are incomplete; no reso available
1/4/1999	Reso 99-1	n/a		1/4/1999	changed approved meetings only, capped reimbursements at \$5000
6/28/1998	Reso 98-3	escalator 5%		4/29/1998	changed approved meetings only
6/6/1996	Reso 96-2	escalator 5%		6/6/1996	established auto escalator of 5%
4/5/1990	Reso 90-12	\$ 100		4/5/1990	compliance w/ Water code
1/1/1982	Reso 82-2	\$ 100		1/4/1982	
10/7/1974	Reso 74-6	\$ 50		10/7/1974	
	unknown	\$ 35			





# ATTACHMENT 2

TABLE C - PRINT VERSION

ATTACHMENT 2 - DIRECTOR PER DIEM COMPARISON - OCTOBER 2024									
	SORTED BY PER DIEM AMOUNT LOW TO HIGH	PER DIEM 2024	# FTES	# WATER CONN	BUDGET \$/MIL	Miles from BCVWD	NOTES		
1	Lakeside (San Diego County)	\$ 125.00	13	7,271	\$ 12.3	103			
2	Indian Wells Valley (Ridgecrest)	\$ 140.71	35	12,600	\$ 18.1	143	Per diem auto increase 5%		
3	Rainbow Municipal (South of Temecula)	\$ 150.00	57.5	9,027	\$ 44.0	56	Mtgs limited to those assigned. Water, Wastewater		
4	Lake Hemet Municipal Water	\$ 150.00	49	14,501	\$ 22.3	17	Water. Wastewater lines only		
5	Olivehain (Encinitas)	\$ 150.00	95	29,014	\$ 64.8	75	Water, wastewater and recycled		
6	Hi-Desert Water District (Yucca Valley)	\$ 175.00	48	11,054	\$ 12.4	41	Water and wastewater		
7	Rincon del Diablo (Escondido)	\$ 177.00	24	8,600	\$ 24.6	66	Water, wastewater and fire		
8	La Puente (West Covina)	\$ 188.54	18.5	2,550	\$ 6.5	62	Per diem auto increase 5%		
9	Rancho California Water District	\$ 200.00	168	45,551	\$ 161.2	39			
10	Vista Irrigation Dist (Escondido, Oceanside)	\$ 210.00	82	29,083	\$ 57.5	89	Water and wastewater		
11	West Valley Water Dist (Rialto)	\$ 216.70	88	25,500	\$ 42.5	31	Water only. Per diem auto increase 5%		
12	El Toro (Lake Forest / Laguna Woods)	\$ 219.00	58	9,514	\$ 30.0	74			
13	Rowland Water District (La Puente)	\$ 230.00	37	13,500	\$ 24.0	59	Water and wastewater		
14	East Valley Water District (Highland)	\$ 236.25	75	21,808	\$ 51.9	20	Water & wastewater		
15	Yucaipa Valley Water District	\$ 240.66	67	14,488	\$ 37.0	10			
16	Mission Springs Water District (Desert Hot Springs)	\$ 250.00	54	13,957	\$ 27.3	30	Water & wastewater		
17	Cuamonga Valley Water District	\$ 250.00	128	49,808	\$ 112.8	45			
18	<b>Beaumont-Cherry Valley WD</b>	<b>\$ 296.40</b>	<b>45</b>	<b>21,711</b>	<b>\$ 19.2</b>				
	Average, not incl BCVWD	\$ 194.64							
	Average, incl. BCVWD	\$ 200.29							
	Median, not incl BCVWD	\$ 200.00							
	Median, incl. BCVWD	\$ 205.00							



### ATTACHMENT 3

TABLE D - PRINT VERSION		ATTACHMENT 3 - DIRECTOR PER DIEM COMPARISON - OCTOBER 2024						
	SORTED BY NUMBER OF WATER SERVICE CONNECTIONS	PER DIEM 2023	# FTES	# WATER CONN	BUDGET \$/MIL	Miles from BCVWD	NOTES	
1	La Puente (West Covina)	\$ 188.54	18.5	2,550	\$ 6.5	62	Per diem auto increase 5%	
2	Lakeside (San Diego County)	\$ 125.00	13	7,271	\$ 12.3	103		
3	Rincon del Diablo (Escondido)	\$ 177.00	24	8,600	\$ 24.6	66	Water, wastewater and fire	
4	Rainbow Municipal (South of Temecula)	\$ 150.00	57.5	9,027	\$ 44.0	56	Mtgs limited to those assigned. Water, Wastewater	
5	El Toro (Lake Forest / Laguna Woods)	\$ 219.00	58	9,514	\$ 30.0	74		
6	Hi-Desert Water District (Yucca Valley)	\$ 175.00	48	11,054	\$ 12.4	41	Water and wastewater	
7	Indian Wells Valley (Ridgecrest)	\$ 140.71	35	12,600	\$ 18.1	143	Per diem auto increase 5%	
8	Rowland Water District (La Puente)	\$ 230.00	37	13,500	\$ 24.0	59	Water and wastewater	
9	Mission Springs Water District (Desert Hot Springs)	\$ 250.00	54	13,957	\$ 27.3	30	Water & wastewater	
10	Yucaipa Valley Water District	\$ 240.66	67	14,488	\$ 37.0	10		
11	Lake Hemet Municipal Water	\$ 150.00	49	14,501	\$ 22.3	17	Water. Wastewater lines only	
12	<b>Beaumont-Cherry Valley WD</b>	<b>\$ 296.40</b>	<b>45</b>	<b>21,711</b>	<b>\$ 19.2</b>			
13	East Valley Water District (Highland)	\$ 236.25	75	21,808	\$ 51.9	20	Water & wastewater	
14	West Valley Water Dist (Rialto)	\$ 216.70	88	25,500	\$ 42.5	31	Water only. Per diem auto increase 5%	
15	Olivenhain (Encinitas)	\$ 150.00	95	29,014	\$ 64.8	75	Water, wastewater and recycled	
16	Vista Irrigation Dist (Escondido, Oceanside)	\$ 210.00	82	29,083	\$ 57.5	89	Water and wastewater	
17	Rancho California Water District	\$ 200.00	168	45,551	\$ 161.2	39		
18	Cucamonga Valley Water District	\$ 250.00	128	49,808	\$ 112.8	45		
	Average, not incl BCVWD	<b>\$ 200.98</b>						
	Average, incl. BCVWD	<b>\$ 200.29</b>						
	Median, not incl BCVWD	<b>\$ 210.00</b>						
	Median, incl. BCVWD	<b>\$ 205.00</b>						

# Attachment 4

## ORDINANCE 2023-01

### AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE BEAUMONT - CHERRY VALLEY WATER DISTRICT PROVIDING FOR COMPENSATION OF THE MEMBERS OF THE BOARD OF DIRECTORS OF THE DISTRICT AND SUPERSEDING ORDINANCE 2022-01

**WHEREAS**, Section 20201 of the California Water Code states that compensation to be received by the governing board of a water district may be increased each calendar year in an amount equal to 5 percent following the operative date of the last adjustment; and

**WHEREAS**, the Board of Directors of the Beaumont-Cherry Valley Water District last increased its compensation pursuant to Water Code Section 20200 et. seq. effective April 1, 2022; and

**WHEREAS**, a duly noticed public hearing was held on November 8, 2023 to receive and consider public comments regarding the adoption of an ordinance to amend the per diem compensation for the members of the Beaumont-Cherry Valley Water District Board of Directors; and

**WHEREAS**, this Ordinance was presented to the Board of Directors and was reviewed thoroughly and found to be acceptable to the Board,

### NOW THEREFORE, THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT DOES HEREBY ORDAIN AS FOLLOWS:

1. Ordinance 2022-01 and all other previously enacted ordinances providing for Board of Directors compensation are hereby superseded by this Ordinance.
2. Director compensation shall be \$ 296.40 for each day's service rendered (per diem) as a Director on behalf of the District.
3. The payment of Director compensation shall be governed by the Beaumont-Cherry Valley Water District Policies and Procedures Manual, Policy 4065.
4. In no event shall members of the Board of Directors receive compensation for more than ten (10) days' service in any calendar month, pursuant to Water Code Section 20202.
5. This Ordinance will take effect on APRIL 1, 2024, which is at least sixty (60) days from the date of adoption pursuant to Water Code Section 20204.
6. If any section, subsection, clause or phrase in this Ordinance is for any reason held invalid, the validity of the remainder of this Ordinance shall not be affected thereby.
7. The Recording Secretary is hereby directed to cause this Ordinance to be published once in full in a newspaper of general circulation within the District.

ADOPTED this 8TH day of NOVEMBER, 2023, by the following vote:

AYES: SLAWSON, COVINGTON, HOFFMAN

NOES: WILLIAMS

ABSTAIN:

ABSENT: RAMIREZ



Director David Hoffman, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

ATTEST:



Director Daniel Slawson, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

**POLICY TITLE: REMUNERATION/DIRECTOR PER DIEM FEES**  
**POLICY NUMBER: 4065**

## **Attachment 5**

4065.1 **Remuneration.** Members of the Board of Directors shall be eligible to receive a “per diem” for each day of service rendered as an officer of the Board. The “per diem” amount shall be established by the Board and be consistent with applicable State law.

4065.2 **Limit.** Per diem compensation is limited to no more than 10 days per month, as established by Water Code Section §20202.

4065.3 **Attendance.** For purposes of this section, attendance includes:

1. Physical presence at the majority of a meeting, event, conference or occurrence listed in section 4065.4 below, unless presence for a lesser period is authorized by the Board President, or, for a committee meeting, by the committee chair;
2. Participation by teleconference at the majority of a meeting pursuant to California Government Code §54953;
3. Participation in an approved home study or online Ethics course to meet the requirements of Government Code §§53234-53235.5 when participation has been authorized by the Board President.

4065.4 **Eligibility.** Matters of District business eligible for per diem shall include, but not be limited to:

1. **General Director Preapproved Activities/Events.** The following activities/events are preapproved for all Directors:
  - a. **Board and Committee Meetings.** All regular and special board meetings and committee meetings for appointed members, as defined in Government Code §54952.2.
  - b. Activities as enumerated in the BCVWD Pre-Approved Events and Director Appointments list as approved by the Board of Directors at the annual reorganization meeting in December, or as otherwise approved mid-year by the Board of Directors.
  - c. **Training Seminars.**
    - i. State mandated ethics training - the entire two-hour course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
    - ii. State mandated sexual harassment training - the entire course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
2. **Other Activities/Events, Authorization.** Directors may seek authorization to attend other functions that constitute the performance of official duties. Directors desiring to attend other events should obtain pre-approval from the Board in order to receive a per diem and expense reimbursement.
3. **New Directors Orientation.** New Directors may receive 1 per diem and expense reimbursement for an orientation program that meets the following criteria:
  - a. Is part of a planned orientation schedule.
  - b. The orientation meeting is at least two (2) hours in duration.
  - c. The per diems for this purpose must be claimed during the first 2 months of service on the Board.
  - d. New Directors may also attend a formal harassment awareness training seminar for District employees.
4. **Non-authorized Activities/Events.** The following activities/events are not eligible for per diem or expense claims:



- a. Retirement receptions for Beaumont-Cherry Valley Water District employees/Directors.
  - b. Beaumont-Cherry Valley Water District picnics or other social functions.
5. **Travel.** Per diem shall include travel days to and from business meetings as appropriate.
  6. **Requests.** In the event that circumstances prevent the per diem request from being considered in the manner described herein, a Director may submit a request to the Board for a per diem for having attended a meeting or conference with the understanding that the Board may not approve the request.
  7. **Reports.** A Director who requests compensation (“per diem”) for attendance at a meeting other than a regular, special, or committee meeting of the Board shall provide a brief report of the meeting to the Board at a regular meeting of the Board of Directors following the meeting that was attended. If multiple Board members attended, a joint report may be made.
  8. **Review.** Directors’ per diem fees shall be reviewed by the Board annually in October of each year with any increase to be effective January 1 of the next calendar year.



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
October 9, 2024**

**Item 9**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem

---

**Staff Recommendation**

Evaluate director attendance at upcoming events for possible pre-approval or approval after attendance for compensation and / or expense reimbursement pursuant to Policies 4060 and 4065 and vote to pre-approve any selected activities.

**SAMPLE MOTION:**

*I move that the Board pre-approve the attendance of all directors at these events for purposes of per diem and reimbursement of associated reasonable and necessary expenses per District policy: \_\_\_\_\_ (list events)*

**Background**

Event attendance is governed by BCVWD Policies and Procedures Manual Part II Policy 4060 Training, Education and Conferences, and Part II Policy 4065 Remuneration / Director Per Diem Fees. Per Government Code 53232.3(d), Directors will either prepare a written report for distribution to the Board or make a verbal report during the next regular meeting of the Board. Directors desiring to attend events not specifically enumerated and preauthorized by BCVWD policy should obtain pre-approval via vote of the Board in order to receive a per diem and/or expense reimbursement.

**Upcoming Events**

*For registration of attendance at any event, Board members should contact the Administrative Assistant.*

Activities and events that are, may already be, or can be voted as preapproved for per diem and/or expense reimbursement for attendance:

**1 - SAVE THE DATE**

- December 12 - Pass Economic Development Alliance: Regional City Managers Breakfast Presentation

## 2 - NEW EVENTS

DATE / TIME	EVENT A	DIRECTOR INTEREST	
Fri. Nov. 8 7:30 – 9 am	<b>Beaumont Chamber of Commerce Breakfast</b> Speaker: Riv Co Sheriff Chad Bianco <b>Noble Creek Community Center – Copper Room</b> 390 W. Oak Valley Parkway, Beaumont \$25 per person / Reservation deadline: Oct. 31 Please advise the Administrative Assistant 8 days in advance if you would like to attend. The breakfasts are the second Friday of each month. Speakers vary, but information is not generally available in a timely manner.	COVINGTON	HOFFMAN
<b>APPROVAL</b>		RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A, 6)		WILLIAMS	

DATE / TIME	EVENT B	DIRECTOR INTEREST	
Wed & Thu Dec. 4-5 9 to noon	<b>CSDA Virtual Workshop – The Board’s Role in Human Resources</b> Two days: Wednesday, Dec. 4 AND Thursday, Dec. 5, 2024 \$230 (for both days) Presenter: Mark Meyerhoff, Liebert, Cassidy, Whitmore  This session will teach participants how to determine the Human Resource (HR) health of their district and what areas to focus on as a board and individual governing official including: <ul style="list-style-type: none"> <li>• Identifying the board’s role in human resources.</li> <li>• Recognizing HR red flags and positive indicators.</li> <li>• Developing and maintaining essential HR policies.</li> <li>• Covering confidentiality and legal liabilities.</li> <li>• Evaluating the general manager.</li> </ul>	COVINGTON	HOFFMAN
<b>APPROVAL</b>		RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A, 15)		WILLIAMS	

## 3 - ON CALENDAR

DATE / TIME	EVENT C	DIRECTOR INTEREST	
Fri. Oct. 11 7:30 – 9 am	<b>Beaumont Chamber of Commerce Breakfast</b> Speaker: Vee Sotelo of Slovak, Baron, Empey, Murphy & Pinkney LLP (City of Beaumont attorneys) <b>Noble Creek Community Center – Copper Room</b> 390 W. Oak Valley Parkway, Beaumont \$25 per person / Reservation deadline: Oct. 4 Please advise the Administrative Assistant 8 days in advance if you would like to attend. The breakfasts are the second Friday of each month. Speakers vary, but information is not generally available in a timely manner.	COVINGTON NO	HOFFMAN YES
<b>APPROVAL</b>		RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A, 6)		WILLIAMS YES	

DATE / TIME	EVENT D	DIRECTOR INTEREST	
Wed, Oct 30 9 am to 6 pm	<b>Water Education Foundation (WEF) Annual Water Summit</b> At the Kimpton Sawyer Hotel, Sacramento Program and information will be available in the future Cost: \$395 / Registration opens Aug. 7	COVINGTON NO	HOFFMAN NO
<b>APPROVAL</b>		RAMIREZ NO	<b>SLAWSON MAYBE</b>
<b>Preapproved</b> (Table A, 20)	The Water Summit is WEF's premier event of the year, with leading policymakers and experts addressing critical water issues in California and across the West.  <a href="https://www.watereducation.org/foundation-event/water-summit-2024">https://www.watereducation.org/foundation-event/water-summit-2024</a>  Now in its 40th year, the Water Summit is an ideal event for water district managers and board members, state and federal agency officials, city and county government leaders, farmers, environmentalists, attorneys, consultants, engineers, business executives and public interest groups.	<b>WILLIAMS MAYBE</b>	
<b>Estimated cost per conference attendee (Sacramento 10/30)</b>			
Conference registration		\$	395.00
Option 1 Sawyer Hotel [check in 10/29, check out 10/30 (1 nights @ \$378 +tax and fees) est.]		\$	472.50
Option 2 Marriott Courtyard [check in 10/29, check out 10/30 (1 night @ \$289 +tax and fees) est.]		\$	361.25
Transportation: Airfare to/from ONT to Sacramento Airport, taxi fare		\$	250.00
ONT Airport Parking @ \$18 per day (2 days)		\$	36.00
Meals and incidentals (2 days: 2 dinners, 1 lunch, 1 breakfast (those not included with registration) (US GSA Sacramento per diem \$31 per dinner / \$17 lunch / \$16 breakfast)		\$	95.00
Director per diem (2 days @ \$296.40 per day)		\$	592.80
<b>Estimated cost per conference attendee:</b>		<b>\$</b>	<b>1,248.50</b>

DATE / TIME	EVENT E	DIRECTOR INTEREST	
Sun – Wed Nov. 3-6, 2024	<b>CSDA 2024 Special District <a href="#">Leadership Academy</a></b> <b>Embassy Suites, San Rafael – Marin County</b> Sunday, Nov. 3 – Wednesday, Nov. 6, 2024 \$720 Early Bird (before Oct. 24)	COVINGTON	HOFFMAN
<b>APPROVAL</b>		RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A, 15)	Groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely towards a common goal.	<b>WILLIAMS MAYBE</b>	
<b>Estimated cost per conference attendee (San Rafael Nov. 3-6)</b>			
Conference <b>registration</b> with meal package (early bird - prior to 10/10/24)		\$	720.00
<b>Hotel</b> [check in 11/3/24, check out 11/6 (3 nights @ \$166 +tax and fees) est.]		\$	597.60
<b>Meals</b> and incidentals (3.5 days: 2 dinners, 2 lunches (those not included with conference meal package) (US GSA San Raf / Mill Valley / Novato per diem \$34 per dinner / \$18 lunch / \$17 breakfast)		\$	104.00
<b>Transportation:</b> Airfare to/from ONT to SFO (\$250 - Frontier) with rental car and fuel (\$350) est. / Airport parking \$80 (4 days) SFO to San Rafael = 2.25 hr drive		\$	680.00
<b>Hotel Parking</b> FREE		\$	-
Director <b>per diem</b> (4 days @ \$296.40 per day)		\$	1,185.60
<b>Estimated cost per conference attendee:</b>		<b>\$</b>	<b>3,287.20</b>

DATE / TIME	EVENT F	DIRECTOR INTEREST	
Dec 3 - 5 Tuesday- Thursday	<b>ACWA 2024 Fall Conference &amp; Exhibition</b> JW Marriott Desert Springs, Palm Desert \$ 899 Deadline for Early Bird Pricing 11/14/24 Virtual Option: \$250.00 On-Demand Conference Recordings only after live conference. ACWA conference includes statewide issues forums, roundtable talks, and region discussion along with session covering a wide range of topics including water management, innovation, public communication, affordable drinking water, energy, and finance. <a href="https://www.acwa.com/events/2024-fall-conference-expo/">https://www.acwa.com/events/2024-fall-conference-expo/</a>	COVINGTON	HOFFMAN
<b>APPROVAL</b>		<b>RAMIREZ YES</b>	<b>SLAWSON YES</b>
Preapproved (Table A, 1)		<b>WILLIAMS YES</b>	
<b>Association of California Water Agencies Fall Conference 2024 - Palm Desert</b>			
<b>Estimated cost per conference attendee</b>			
Conference <b>registration</b> with meal package (registration cutoff date 11/14/24)		\$	899.00
<b>Hotel</b> [check in 12/2, check out 12/5 (3 nights @ \$219 +tax and fees) est.] (Parking personal vehicle \$20 per day x 4 days)		\$	805.00
<b>Meals</b> and incidentals = 3.5 days: 3 dinners, 1 breakfast, 1 lunch (those not included with conference meal package) (US GSA Palm Springs area per diem \$31 per dinner, \$17 per lunch, \$16 per breakfast)		\$	126.00
<b>Transportation</b> (driving personal vehicle 84 miles RT @ 67 cents mile - IRS rate)		\$	56.28
Director <b>per diem</b> (4 days @ \$296.40 per day)		\$	1,185.60
Estimated cost per conference attendee:		<b>\$</b>	<b>3,071.88</b>

#### 4 – At-a-Glance

DATE	EVENT	COVINGTON	HOFFMAN	RAMIREZ	SLAWSON	WILLIAMS
Oct. 9	ACWA Region 9 event			YES	YES	YES
Oct. 11	Beaumont Chamber Breakfast	YES	YES		YES	YES
Oct. 30	WEF Annual Water Summit (Sacramento)	NO	NO	NO	MAYBE	MAYBE
Nov 3-6	Special District Leadership Academy (San Rafael)					MAYBE
Dec 3-5	ACWA Fall Conference – Palm Desert			YES	YES	YES

#### Fiscal Impact

The fiscal impact will depend on the number of directors attending an event and the event costs.

<b>Budget Tracking 2024</b>	Training, Education and Travel	FY 2024 Approved Budget: \$47,000	
As of this date	Expenditures	Budget Remaining	Percent expended
09/30/2024	\$28,595.92	\$18,404.08	60.8%

#### Attachments

None