



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

**NOTICE AND AGENDA
MEETING OF THE PERSONNEL COMMITTEE**

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

Tuesday, October 20, 2026 - 4:30 p.m.
560 Magnolia Avenue, Beaumont, CA 92223

TELECONFERENCE NOTICE

*The BCVWD Personnel Committee members will attend in person at the
BCVWD Administrative Office*

This meeting is available to the public via Zoom teleconference

To access the Zoom conference, use the link below:

<https://us02web.zoom.us/j/85792068838?pwd=cFArZHZ4aHRSUmJLeTBCZVpnUGRmdz09>

To telephone in, please dial: (669) 900-9128
Enter Meeting ID: 857 9206 8838 • Enter Passcode: 457586

*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*

Meeting materials will be available on the BCVWD’s website:

<https://bcvwd.gov/document-category/personnel-committee-agendas/>

PERSONNEL COMMITTEE MEETING – OCTOBER 20, 2026

Call to Order: Chair Covington

Roll Call

	John Covington, Chair
	Lona Williams

	Andy Ramirez (alternate)
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PERSONNEL COMMITTEE MEETING – OCTOBER 20, 2026 - *continued*

Public Comment

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

At this time, any person may address the Committee on matters within its jurisdiction. However, state law prohibits the Committee 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.

1. **Adjustments to the Agenda:** In accordance with Government Code Section 54954.2, additions to the agenda require a unanimous vote of the legislative body 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

2. **Acceptance of Personnel Committee Meeting minutes**

Minutes may be accepted by consensus

- a. September 22, 2026 Special Meeting (pages 4 - 8)
The September 15, 2026 meeting was cancelled

3. **Report / Update from BCVWD Employees Association** (no staff report)

Association Representatives		
Jordan Smith	Luis Lomeli	Ericka Enriquez

4. **Comments / Reports / Updates from BCVWD Unrepresented Employees**

No staff report. Individual exempt employees are invited to provide comments at this time

5. **Human Resources Report for September 2026** (pages 9 - 10)

6. **2026 Risk Management Report for Third Quarter – July to September** (pages 11 - 15)

7. **BCVWD Fiscal Year 2027** (starting on page 16)

- a. **Final Review of 2027 Authorized Positions and Organizational Chart**
- b. **Review of Proposed FY 2027 Salary Schedule and Cost-of-Living Adjustment (COLA)**

8. Action List for Future Meetings

9. Next Meeting Date: November 17, 2026

10. Adjournment

NOTICES

AVAILABILITY OF AGENDA MATERIALS - Agenda exhibits and other writings that are disclosable public records and are 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 are available for public inspection at the District Office, 560 Magnolia Avenue, Beaumont, California, during regular business hours. Writings distributed to all or a majority of the Personnel Committee less than 72 hours before a regular meeting will be made available for public inspection in accordance with Government Code § 54957.5. Such writings may also be available on the District's website: <http://bcvwd.gov>

AGENDA POSTING AND CHANGES – The agenda for a regular meeting is posted at least 72 hours before the meeting in accordance with Government Code § 54954.2. After the agenda has been posted, the Committee may take action on an item not appearing on the posted agenda only as permitted by the exceptions set forth in Government Code § 54954.2(b). Interested persons wishing to receive a copy of the set Agenda may pick one up at the District Office, located at 560 Magnolia Avenue, Beaumont, California, or download it from the website up to 72 hours prior to the Personnel Committee Meeting.

ACCESSIBILITY – In accordance with the Americans with Disabilities Act and applicable provisions of the Brown Act, persons requiring a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting should contact the District Office. Notification at least 48 hours (two working days) before the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. The District may be contacted at (951) 845-9581, info@bcvwd.gov, or 560 Magnolia Avenue, Beaumont, California 92223.

CERTIFICATION OF POSTING: A copy of this Notice and Agenda was posted at the regular meeting location of the Beaumont-Cherry Valley Water District Board of Directors and on the District's website at least 72 hours before the meeting in accordance with Government Code § 54954.2(a).



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

MINUTES OF THE PERSONNEL COMMITTEE SPECIAL MEETING
Tuesday, September 22, 2026, at 4:30 p.m.

CALL TO ORDER

Chair Covington called the meeting to order at 4:31 p.m.

ROLL CALL

<i>Directors present:</i>	John Covington, Lona Williams
<i>Directors absent:</i>	None
<i>Staff present:</i>	General Manager Dan Jagers Director of Information Technology and Cybersecurity Robert Rasha Director of Finance and Administration Sylvia Molina Director of Operations James Bean Director of Engineering Mark Swanson Human Resources and Risk Manager Ren Berioso Executive Assistant Lynda Kerney
<i>BCVWD Employee Association reps:</i>	Ericka Enriquez
<i>Members of the Public:</i>	None

PUBLIC COMMENT: None.

1. **Adjustments to the Agenda:** None.
2. **Acceptance of Personnel Committee Meeting minutes**
 - a. August 18, 2026 Regular Meeting

The Committee accepted the meeting minutes by the following vote:

MOVED: Williams	SECONDED: Covington	APPROVED
AYES:	Covington, Williams	
NOES:	None.	

3. **Report / Update from BCVWD Employees Association:** None.
4. **Report / Update from BCVWD Exempt Employees:** None.
5. **Human Resources Report**
Human Resources and Risk Manager Ren Berioso presented highlights of the August 2026 report:
 - Currently 45 employees

- Interviews were in progress for a Temporary Water Utility Worker I position and a Maintenance Technician I position
- Turnover Rates:
 - August 2026 monthly turnover: 0%
 - YTD turnover rate: 8.42%

6. Review of 2027 Authorized Positions and Organizational Chart

Mr. Berioso introduced the proposed 2027 personnel and organizational changes as the first phase of the annual workforce-planning process. He explained that requests originate with department heads and are reviewed by Human Resources for workforce planning, classification and compensation, by Finance for budget oversight, and ultimately by the General Manager. Staff evaluates whether requests align with the District's mission and vision, address a demonstrated business or long-term workforce need, mitigate organizational or safety risk, and are fiscally supportable. Berioso advised that additional Finance and Information Technology items were anticipated for the October Personnel Committee meeting.

Department of Operations

Senior Water Utility Worker / Field Customer Service Reclassification. Berioso presented a proposal to reclassify two Senior Water Utility Worker positions to Senior Field Customer Service Representative / Meter Reading. He explained that the employees perform specialized field customer service functions, including meter investigations, service orders, customer account support, and related operational work, and that aligning the classification with the actual work performed is important for training, risk management, workplace injury review, and Cal/OSHA compliance. The proposed classification would retain the same salary range and therefore would have no fiscal impact.

Director Williams asked how job descriptions are developed and whether they are based upon employee input or broader research. Berioso described the position questionnaire process, which includes input from the incumbent and review by the department head, along with consideration of job complexity, physical demands and working conditions. HR then performs job analysis and a compensation study using external comparators while also considering internal equity. He confirmed that the proposed job description had already been developed as part of that process.

Chair Covington expressed concern that the proposed title did not adequately convey the expertise and system knowledge required of the employees. Director of Operations James Bean explained that these employees must understand the water system sufficiently to investigate pressure problems, pressure-regulating and booster stations, plans, AMR/AMI systems, billing issues, and other complex customer concerns. General Manager Jagers characterized the work as requiring significant institutional knowledge and high-level problem solving. Covington said that, while he supported separating the functions into an appropriate classification, a title emphasizing "customer service representative" and "meter reading" could understate the position and make future recruitment difficult because an applicant might not understand the technical nature of the work. Williams agreed that the title gave her a similar impression.

Mr. Bean clarified that the intent is to distinguish the employees performing specialized field customer service from Senior Water Utility Workers who actually lead crews, although both groups currently share the same classification. Williams characterized the situation as two employees effectively "working out of class." Director of Finance and Administration Sylvia Molina added that the employees proposed for reclassification have substantial direct interaction with customers, including scheduled appointments, explaining systems and services to commercial accounts, billing-related work and handling more complicated customer issues before they escalate to a supervisor or superintendent.

Director Covington reiterated his support for revising the classification but requested that staff reconsider the title and provide the job description so the Committee could better evaluate whether the title and duties correspond. Jagers said staff would refine the proposal based on the Committee's comments and return in October.

Water Utility Worker II / Underground Water Utility Locator Reclassification. Berioso presented the proposed reclassification of one Water Utility Worker II to Underground Water Utility Locator. He explained that, although locating is included among Water Utility Worker duties, one employee performs locating as his primary full-time function and possesses specialized institutional knowledge relied upon by both Operations and Engineering. The proposed reclassification would use the same salary range and have no fiscal impact.

Bean described the position as substantially more specialized than routine utility locating, requiring interpretation of maps and drawings, use of various locating methods and equipment, investigation when field conditions do not match plans, and coordination with Engineering to redline and correct records. He noted that the incumbent has performed the function daily for more than 15 years. In response to Covington's concern about relying upon a single locator, Bean and Jagers explained that other employees are cross-trained, accompany the incumbent in the field, and provide backup, while the incumbent handles the more difficult locates. Jagers also emphasized the safety exposure associated with employees working in streets and the importance of having a job description that accurately reflects the employee's primary duties and required training.

Director Williams asked whether converting one of the four Water Utility Worker II positions would eventually create a need to add another position. Staff clarified that the current staffing model remains four positions in total, with three Water Utility Worker II and one Underground Water Utility Locator. In response to Chair Covington, Bean confirmed that locating is essentially a full-time function but that the job description would include other duties as assigned. Covington stated that he supported the reclassification but requested that the Committee review both the Water Utility Worker and Underground Water Utility Locator job descriptions before making its recommendation to the full Board. Berioso agreed to provide the job descriptions in October.

Backflow Tester. Berioso presented a request for a new position within the Cross-Connection / Non-Potable Water function due to increased regulatory workload. California's new Cross-Connection Control Policy Handbook substantially increased the District's workload, Bean stated. The District must conduct initial hazard assessments at approximately 23,000 service connections and additional assessments when service changes hands, in addition to new-service inspections, annual backflow-device requirements, recordkeeping, and existing program responsibilities. Staff estimated the current workload at approximately 40 hazard assessments per week.

Bean explained that staff had already implemented in-house technology and electronic reporting to streamline the program, but those efficiencies were insufficient to absorb the workload. Berioso estimated a fully burdened cost of approximately \$143,558 at Step 1 using 2026 rates and stated that the proposed range was approximately 18 percent below the comparable-agency median. Williams questioned the rationale for proposing compensation below the median, noting that the District could otherwise remain in a cycle of trying to catch up. Jagers said he would examine the compensation data more closely and return with additional information.

Covington questioned whether "Backflow Tester" adequately described the position because the employee would perform functions beyond simply testing devices. Bean confirmed that the employee would test District devices and assist in managing the program. Berioso suggested adding a cross-connection component to the title, and Covington requested that staff reconsider the title and return with the job description. He supported adding the staff position.

Maintenance Division Realignment. Berioso presented a proposal to separate Maintenance organizationally and establish a separate maintenance cost center. He explained that the organizational-chart component was before the Personnel Committee, while the budgetary component would be addressed through the Finance and Audit Committee. Bean explained that Maintenance had initially been placed under Production but had evolved to include fleet, facilities, and other responsibilities, with the Maintenance Technicians now reporting directly to him for daily assignments. He characterized the change primarily as organizational and budgetary housekeeping to better reflect current operations. Williams and Covington expressed support.

Department of Engineering – Associate Civil Engineer II. Berioso presented the request to fund the existing Associate Civil Engineer II classification as part of Engineering succession planning, employee retention, and career development. He noted the difficulty of recruiting qualified engineering personnel and estimated an approximately \$11,257 fully burdened increase if the current incumbent progressed into the position. Jagers reviewed the career ladder previously established for Engineering, explaining that the Engineering Assistant, Associate Civil Engineer I, and Associate Civil Engineer II salary ranges intentionally overlap to permit advancement as employees obtain professional registration and experience.

Director of Engineering Swanson emphasized the need for succession planning within the small department and said District projects are becoming increasingly complex, requiring development and retention of technically advanced staff. Covington expressed support for the proposal and for the changes being made within Engineering. Jagers noted the salary ranges and explained that the overlapping ranges were established intentionally to allow employees to progress through the Engineering career ladder as they obtain the appropriate qualifications and experience.

Human Resources and Risk Management. Berioso requested that Human Resources and Risk Management be established as its own cost center to reflect the function's evolution beyond administrative support into an organization-wide HR and risk management role. He noted that HR already reports directly to the General Manager on the organizational chart; Jagers confirmed that the reporting change had been made during the prior year's budget cycle. No concerns were raised by the Committee.

Assistant General Manager. Berioso presented the proposal to restore the Assistant General Manager classification to the organizational chart for long-term succession planning and leadership continuity. The position had been removed during the prior budget process at the request of a Board member. Jagers explained that staff proposed restoring it as a non-funded position to preserve organizational flexibility and future succession options and noted that an Assistant General Manager had been contemplated in the District's rate structure.

Covington initially suggested that consideration also be given to funding the Assistant General Manager position, reasoning that budgeting the position would not require the District to fill it. After staff previewed a proposal to fund the currently unfunded Senior Management Analyst position, however, Covington suggested that the Assistant General Manager might instead be restored to the organizational chart as unfunded while funding the Senior Management Analyst. Following discussion of internal advancement, potential backfilling, staffing needs, technology changes, office capacity, and other costs associated with additional positions, Covington asked staff to further evaluate the appropriate funded or unfunded status of the positions. Jagers indicated that staff would return in October with additional background for further Committee consideration. Staff also previewed potential October discussion regarding funding the currently unfunded Senior Management Analyst classification and adding IT classifications to the organizational chart. Jagers explained that these proposals had not yet received sufficient internal review for inclusion in the present item.

7. California Assembly Bill 2561 – Annual Public Hearing Requirement on Job Vacancies, Recruitment, and Retention

Mr. Berioso advised of the statutory requirements and indicated the public hearing would be agendaized for the October 22, 2026 Board meeting. Mr. Jagers added that the District takes a conservative approach to staffing and avoids maintaining unfunded positions that could artificially inflate available budget resources. He stated that staffing levels have evolved substantially in recent years and that the District seeks to remain appropriately staffed to meet workload and anticipated development without adding unnecessary personnel.

8. Action List for Future Meetings

- Employee Association topics
- Employee Group 2027 Memorandum of Understanding
- Track / present policies that have been returned for further revision (Covington)

9. Next Meeting Date: October 20, 2026

ADJOURNMENT: 5:48 *p.m.*

DRAFT UNTIL APPROVED

John Covington, Chairman
to the Personnel Committee of the Beaumont-Cherry Valley Water District



**Beaumont-Cherry Valley Water District
Personnel Committee Meeting
October 20, 2026**

Item 5

HUMAN RESOURCES REPORT

TO: Personnel Committee

FROM: Ren Berioso, Human Resources and Risk Manager

SUBJECT: Human Resources Report for the Month of September 2026

Table 1: Personnel

The table below represents the District's current Workforce.
As of September 30, 2026

Total Current Employees (Excluding Board Members)	47
Full-Time Employees	44
Part-Time	1
Temporary	2
Interns	0
Separations	0
Retired Employee(s)	0

Table 2: New Hires

The table below represents newly hired employees.
As of September 30, 2026

Employee Name	Job Title	Division	Department
Patrick Joiner	Water Utility Worker I (Temporary)	Transmission and Distribution	Operations
James Clark	Water Utility Worker I (Temporary)	Transmission and Distribution	Operations
Cupertino Sanchez	Maintenance Technician	Maintenance and General Plant	Operations

Table 3: Anniversaries*

The table below represents BCVWD employee anniversaries.
As of September 30, 2026

Employee Name	Department	Years of Service
None		

**Work Anniversaries for the purposes of this report are calculated from the hire date and do not determine employment conditions or terms. This report does not include elected officials.*

Table 4: Promotions or Division/Title Change

The table below represents promotions or Division/Title Changes.
As of September 30, 2026



Employee Name	Former Title	Changed to
None		

Table 5: Recruitment

The table below represents active/closed recruitment(s).
As of September 30, 2026

Position	Department	Update
Engineering Assistant	Operations	Position opened: 9/15/2026 Position closed: Continuous
Associate Civil Engineer I	Operations	Position opened: 9/15/2026 Position closed: Continuous

Tables 6 to 7: Separation/Retirement

Table 6 below represents employees separating from BCVWD.
As of September 30, 2026

Employee Name	Position Held	Department	Last Day
None			

Table 7 below represents the monthly and year-to-date Turnover Rate comparing 2025 and 2026
As of As of September 30, 2026

Turnover Rate as of September 30, 2026	0%	0 Separation for this month
2026 Turnover Rate Year-to-Date	8.51%	4 Separations as of September 30, 2026
Turnover Rate as of September 30, 2025	0%	1 Separation for this month
2025 Turnover Rate Year-to-Date	10.31%	4 Separations as of September 30, 2025

Table 9: Communications

The table below represents HR communications to BCVWD employees.
As of September 30, 2026

Communication	Topic
Labor Day Holiday Closure and Holiday Pay Reminder	Holiday
Open Enrollment Season – September 14 to October 9, 2026	Benefits
Board Members Open Enrollment – September 14 to October 9, 2026	Benefits
Important Reminder - Work Hours, Breaks, Meal Periods, and Overtime	Compliance
Designate Your CalPERS Special Power of Attorney for Retirement-Related Business	Benefits

Staff Report prepared by Ren Berioso, Human Resources and Risk Manager



**Beaumont-Cherry Valley Water District
Personnel Committee
October 20, 2026**

Item 6

RISK MANAGEMENT REPORT

TO: Personnel Committee

FROM: Ren Berioso, Human Resources and Risk Manager

SUBJECT: 2026 Risk Management Report for Third Quarter – July - September

Staff Recommendation

Receive and file, or direct staff as desired. This does not need to go to the full Board unless further directions are given.

Executive Summary

At its February 18, 2025 meeting, the Personnel Committee received the Fiscal Year (FY) 2025 Human Resources (HR) and Risk Management Report and directed staff to begin providing quarterly updates on risk management trends and mitigation efforts.

Discussion

HR and Risk Management, in collaboration with District Legal Counsel and ACWA-JPIA, plays a pivotal role in risk management at the District, proactively addressing potential challenges to ensure a safe and compliant work environment. Key risk areas include workers' compensation claims, property loss and damage claims, and liability claims against the District. Through strategic oversight and preventive measures, HR and Risk Management continues to mitigate risks while fostering a culture of safety and accountability.

Occupational Injury (Workers Compensation) Report:

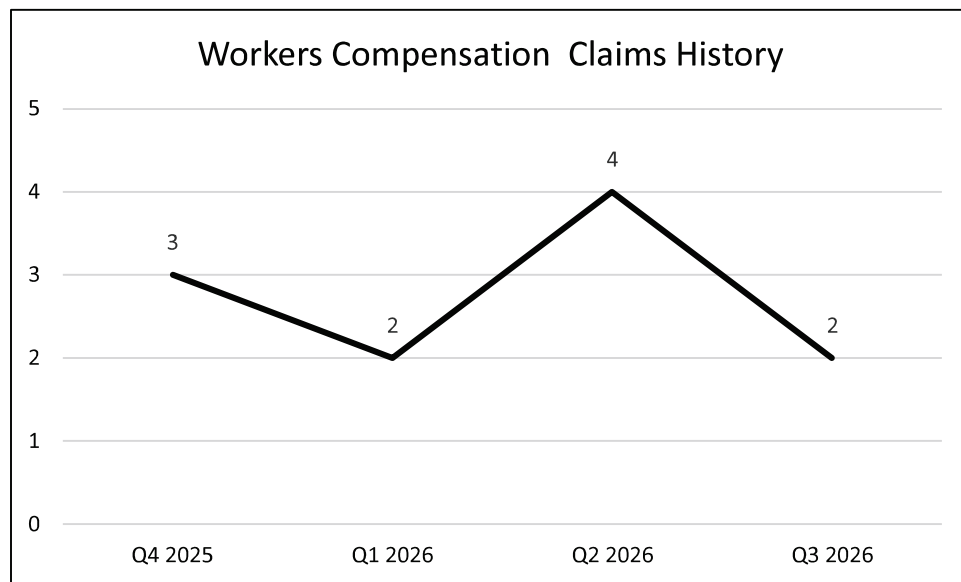
Table A reflects a decrease in reported workplace incidents during the third quarter of 2026, declining from four incidents in Q2 to two incidents in Q3, representing a 50% reduction. Of the two reported cases, one involved a lower back injury requiring medical treatment, while the other involved a near-miss upper body injury requiring first aid. Although the number of incidents decreased, the continued occurrence of a lower back injury emphasizes the importance of reinforcing ergonomic safety practices and preventive measures to minimize workplace injuries.

In response, the Human Resources and Risk Management Department, in partnership with the Operations Department, continued strengthening the District's workplace safety program through targeted staff training and regular safety reminders during morning meetings. These efforts reinforced employee awareness of proper body mechanics, safe lifting techniques, and ergonomic practices when performing daily tasks. Building upon the ergonomic training initiatives implemented during the previous quarter, the District remains committed to promoting safe work practices, reducing workplace injuries, and fostering a proactive culture of safety and employee well-being.



Table A – Third Quarter 2026 Workers Compensation Claims

	Case	Department/s	Status	Date
1	Lower Back Injury	Operations	Medical Treatment	July 2, 2026
2	Near Miss – Upper Body Injury	Operations	First Aid	August 5, 2026



Property Damage and Loss Report:

Table B reflects an increase in property loss and damage incidents during the third quarter of 2026, rising from one incident in Q2 to four incidents in Q3. Of the four reported cases, two involved fire hydrant thefts, one involved the loss of a metal valve cover, and one involved a District vehicle struck by an unknown driver in a hit-and-run incident along eastbound Highway 60. Fortunately, the District vehicle sustained only minor damage. None of the incidents involved employee liability, and the total estimated property loss and damage amounted to \$10,650.

Despite no reported fire hydrant thefts during the previous quarter, two incidents were discovered in July 2026. Other water agencies have also reported substantial losses from similar thefts, highlighting a broader regional concern. In response, the District continues replacing brass fire hydrants with ductile iron alternatives while strengthening security measures and coordinating with the Beaumont Police Department to deter further thefts.

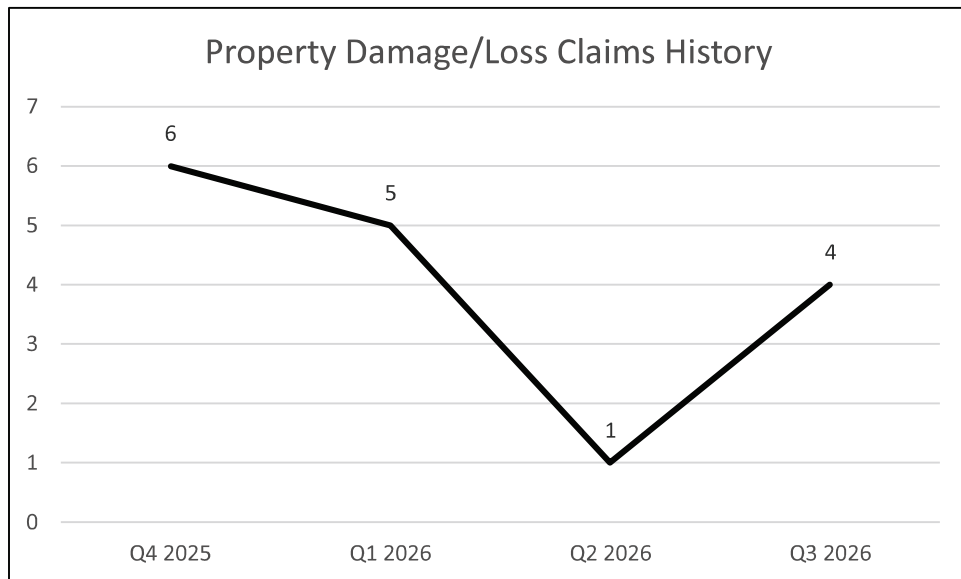
To address this ongoing issue, the District has spearheaded the development of a written action plan to be shared with other public agencies, promoting coordinated prevention strategies and interagency collaboration. Through these efforts, Human Resources and Risk Management, in partnership with Operations, Engineering, and local law enforcement, remains committed to



reducing property losses, protecting critical infrastructure, and strengthening the District's risk management program.

Table B – Third Quarter 2026 Property Loss or Damage Claims

	Case	Involved Party	District Employee Liable?	Incident Location	Date	Approximate Cost
1	Metal Valve Cover	External	No	Elm Street	July 6, 2026	\$450
2	Fire Hydrant	External	No	American Ave	July 2026	\$5,000
3	Fire Hydrant	External	No	4 th Street	July 2026	\$5,000
4	Vehicle No. 57	Internal	No	Highway 60, East Bound	August 5, 2026	\$200



General Liability Report:

Table C reflects two general liability matters monitored during the third quarter of 2026. The first involves a property damage claim related to an alleged midge infestation, which remains under monitoring for potential litigation. Although the District has not received further communication from the claimant for approximately four months, the matter remains unresolved and continues to be monitored in coordination with ACWA JPIA and District Legal Counsel. ACWA JPIA has covered all associated claim expenses, including legal counsel fees, resulting in no direct financial impact to the District.



The second case involved property damage to a claimant's irrigation system, filed on July 7, 2026, and closed on July 13, 2026, following a \$25 settlement payment. The claim was resolved within six days, with minimal financial impact and no further legal action required.

The Human Resources and Risk Management Department continues to oversee general liability matters through timely claims administration, coordination with ACWA JPIA and District Legal Counsel, and ongoing monitoring of potential litigation. These efforts help minimize financial exposure, facilitate efficient claims resolution, and protect the District's operational and financial interests.

Table C – Claims Against the District and Litigations

	Type of Case	Case Status	Date Case Filed and Closed	Cost Associated with Claims
1	From Claim to Potential Litigation: Property Damage Due to Midges	Pending Litigation.	Filed: October 8, 2024 Rejected: February 5, 2025	None. ACWA JPIA covered all the costs of the claim including legal counsel fees. (Under Monitoring)
2	Property Damage Claim	Closed. Payment was made to the claimant for the damaged irrigation system.	Filed: July 7, 2026 Closed: July 13, 2026	\$25

Emergency Response Team Report:

Since September 30, 2025, the Emergency Response Team (ERT) has conducted workshops to review the District's updated Emergency Response Plan (ERP). Following the Personnel Committee's recommendation on April 15, 2025, 13 ERT members were assigned to complete Federal Emergency Management Agency (FEMA) training to strengthen emergency preparedness and response protocols.

As of September 30, 2026, training completion rates remain unchanged from the previous quarter, with 92% completion for ICS-100 and 85% for the remaining required FEMA courses. Delays persist due to intermittent FEMA website accessibility issues. Human Resources and Risk Management will continue monitoring progress and coordinating with ERT members to complete the outstanding training.



Table D – FEMA Virtual Courses Progress At-a-Glance

	Virtual FEMA Courses	Hours	Completion Percentage	Individuals Completed
1	IS-00100(c): Introduction to Incident Command System (ICS-100)	2 hours	92%	12/13
2	IS-00200(c): Basic Incident Command System for Initial Response (ICS-200)	4 hours	85%	11/13
3	IS-00700(b): An Introduction to the National Incident Management System (ICS-700)	3.5 hours	85%	11/13
4	IS-00800(d): National Response Framework, An Introduction (ICS-800)	3 hours	85%	11/13

Fiscal Impact

There is no direct fiscal impact to the District's Workers' Compensation program, as medical and claim costs continue to be covered under the ACWA JPIA Memorandum of Coverage. The reduction in workplace incidents from four to two reflects continued progress in minimizing injury-related costs and operational disruptions.

Property loss and damage incidents resulted in an estimated fiscal impact of \$10,650, primarily attributed to two fire hydrant thefts totaling \$10,000. The District continues implementing preventive measures, including hydrant replacements and enhanced security coordination, to mitigate future losses and protect critical infrastructure.

The fiscal impact of general liability claims remains minimal, with only \$25 paid to resolve a property damage claim. The remaining potential litigation matter continues to be monitored, with associated claim and legal defense costs covered by ACWA JPIA.

There is no additional fiscal impact associated with FEMA training, as the required courses are provided at no cost, and employee training time is absorbed within the District's existing operating budget.

Attachment(s): None

Staff Report Prepared by Ren Berioso, Human Resources and Risk Manager



**Beaumont-Cherry Valley Water District
Personnel Committee
October 20, 2026**

Item 7a

STAFF REPORT

TO: Personnel Committee

FROM: Ren Berioso, Human Resources and Risk Manager

SUBJECT: Final Review of 2027 Authorized Positions and Organizational Chart

Staff Recommendation

Direct staff as desired.

Executive Summary

At the September 22, 2026, Personnel Committee meeting, staff presented the proposed new positions, reclassification and organizational changes as part of the development of the 2027 Operating Budget. Following the presentation, the Committee provided recommendations regarding job titles for certain reclassified positions. Staff has incorporated these recommendations, along with additional updates to positions within the Department of Finance and Administration and the Department of IT and Cybersecurity.

Accordingly, staff is presenting the revised recommended authorized positions and classifications for fiscal year 2027 and the updated 2027 Organizational Chart for the Committee's further review and consideration. These proposed changes support operational efficiency, succession planning, and long-term workforce sustainability. The authorized positions represent the District's approved organizational structure and do not reflect actual staffing levels or filled positions.

Background

At the September 22, 2026, Personnel Committee meeting, staff outlined the District's annual review process for proposed personnel adjustments, new position requests, and reclassifications as part of the 2027 Operating Budget development. These recommendations were developed collaboratively with Department Heads and District leadership to ensure alignment with operational priorities, regulatory compliance, fiscal responsibility, and long-term workforce planning objectives.

During the meeting, staff presented the initial proposed new positions and reclassification requests intended to address identified operational needs, implement corrective measures, ensure compliance with existing and emerging state regulations, mitigate organizational risks, and strengthen workforce and succession planning efforts. While the Personnel Committee expressed support for these initiatives, it provided recommendations regarding certain job titles to enhance their marketability, industry alignment, and competitiveness in recruitment and retention.

As the September presentation represented the first of a two-part review process, staff also provided a preliminary overview of additional position requests and organizational adjustments under review within the Department of Finance and Administration and the Department of Information Technology and Cybersecurity. The October 20, 2026 meeting serves as a continuation of this review, incorporating the Committee's previous recommendations, additional



new position and reclassification requests, and the remaining departmental adjustments for consideration. The recommended changes will subsequently be incorporated into the proposed 2027 Operating Budget and updated Organizational Chart for review and approval by the Board of Directors.

Discussion

1. Department of Operations

a. *Reclassification Request: Senior Water Utility Worker → Senior Field Customer Service Representative / Meter Reading → Senior Field Services and Meter Program Specialist (Proposed Title)*

Human Resources, in partnership with the Director of Operations, proposed the title Senior Field Services and Meter Program Specialist to enhance the position's marketability while maintaining alignment with comparable classifications utilized by other water agencies. The proposed title more accurately reflects the position's advanced technical responsibilities involving Automated Meter Reading (AMR) and Advanced Metering Infrastructure (AMI) systems, meter route configuration, water consumption data analysis, meter testing and calibration, and troubleshooting complex water distribution and customer service issues, while recognizing its specialized expertise, independent judgment, and lead-level responsibilities.

b. *Reclassification Request: Water Utility Worker II → Underground Water Utility Locator*

Human Resources, in collaboration with the Director of Operations, modernized the job description to ensure that, despite the position's reclassification and updated title, it continues to function within the Distribution and Transmission Division, performing duties comparable to those of a Water Utility Worker II.

c. *New Position Request: Backflow Tester → Cross-Connection Control Technician (Proposed Title)*

Following a collaborative review with the Director of Operations, Human Resources recommended the classification title Cross-Connection Control Technician to better represent the position's specialized functions, strengthen its appeal to qualified candidates, and ensure consistency with industry-recognized job classifications across comparable water agencies. The proposed title reflects the position's technical responsibilities involving cross-connection hazard assessments, backflow prevention assembly inspections and testing, regulatory compliance monitoring, investigation of unauthorized water connections, and enforcement of applicable drinking water regulations, while emphasizing its critical role in protecting public health, maintaining water system integrity, and supporting the District's regulatory compliance obligations.

Furthermore, following a comprehensive compensation study conducted by Human Resources, Salary Range 28 was identified as the appropriate benchmark for the classification, consistent with the District's compensation philosophy and external market equity considerations.



d. New Position Request: Additional Four (4) Water Utility Worker I

Temporary Water Utility Worker I (2 Positions): Two temporary positions (2000 hours) are requested to support Board-approved projects requiring District crews and accelerated completion schedules, similar to the recent Elm Avenue Service Line Replacement Project. These positions would provide additional staffing flexibility to complete projects in-house while maintaining core operations and supplementing workforce capacity during peak leak season.

Temporary Water Utility Worker I (2 Positions): Two additional temporary positions (2000 hours) are requested to focus exclusively on identifying, troubleshooting, and resolving problematic water meters associated with Automated Meter Reading (AMR) and Advanced Metering Infrastructure (AMI) systems. These positions would support field investigations to identify potential communication coverage deficiencies, meter box obstructions, and equipment-related issues to improve meter reading accuracy, system reliability, and operational efficiency.

Fiscal Impact

The four (4) proposed temporary positions are estimated to have a total budgetary impact of \$166,000, calculated at \$41,500 per position based on a maximum of 1,000 working hours per temporary employee.

2. Department of Finance and Administration

a. Position Funding Request: Senior Management Analyst

The proposed funding request for the Senior Management Analyst position has been deferred and is no longer included among the personnel adjustments proposed for fiscal year 2027.

3. Department of Information Technology and Cybersecurity

a. Position Placement in the Organizational Chart:

- 1) Senior Network Engineer
- 2) Applications Support Analyst
- 3) Help Desk Specialist

The proposed positions within the Department of IT and Cybersecurity were identified as part of the District's Five-Year Strategic Plan and incorporated into the recently completed rate study to support long-term workforce development, succession planning, and organizational sustainability.

The positions will not be included in the Salary Schedule as a formal compensation study needs to be completed to determine appropriate salary ranges.

4. General Administration

a. Assistant General Manager

The District proposes to reinstate the Assistant General Manager classification within its organizational structure as a strategic initiative to strengthen executive leadership capacity and support long-term succession planning. Reestablishing this position would provide a structured pathway for future leadership transitions, facilitate the transfer of institutional knowledge, and



promote continuity in District operations. Additionally, the position would provide executive-level support to the General Manager in overseeing District-wide operations, implementing strategic initiatives, and advancing organizational priorities to ensure effective governance and long-term organizational sustainability.

There is no immediate fiscal impact, as the Assistant General Manager position is not proposed for funding or appointment at this time. Future funding was considered in the District's recent rate study, with any subsequent funding and appointment subject to budgetary review and Board approval.

Summary of Proposed Personnel and Organizational Changes for Fiscal Year 2027

As this report represents the second phase of the personnel review process initiated at the September 22, 2026, Personnel Committee meeting, staff is providing a consolidated summary of the proposed personnel changes for fiscal year 2027, as outlined below.

Table A: Summary of Proposed FY 2027 Personnel and Organizational Changes

	Department	Proposal	Details	Fiscal Impact
1	Engineering	Position Funding	Fund Associate Civil Engineer II.	\$11,257 fully burdened rate (2026)
2	Finance and Administration	Position Funding	Retract the funding request for the Senior Management Analyst position.	None
3	Information Technology and Cybersecurity	Position Placements in the Organizational Chart	Senior Network Engineer, Applications Support Analyst and Help Desk Specialist.	None
4	Operations	New Position	Cross-Connection Control Technician	\$145,760 fully burdened rate (2026)
5	Operations	New Position	Four (4) Temporary Water Utility Worker I	\$166,000 fully burdened rate
6	Operations	Reclassification	Senior Water Utility Worker → Senior Field Services and Meter Program Specialist	None
7	Operations	Reclassification	Water Utility Worker II → Underground Water Utility Locator	None
8	Operations	Division Reorganization	Changes in the reporting structure of the Maintenance Division and positions listed under the division.	None



	Department	Proposal	Details	Fiscal Impact
9	General Administration	Department Establishment	Establishment of Human Resources and Risk Management Department in the organizational chart and budget structure.	None
10	General Administration	Position Funding and Placement in the Organizational Chart	Assistant General Manager	\$202,400 fully burdened rate (for 6 months)

2027 Authorized Positions and Organizational Chart

The Organizational Chart has been updated to reflect the proposed changes described above. The revised chart is provided as Attachment 1 (Redlined) and Attachment 3 (Clean) for review. Table B provides the proposed authorized positions/classifications for fiscal year 2027 that will be incorporated into the personnel section of the 2027 Operating Budget.

Table B – Proposed 2027 Authorized Positions/Classifications

	Department (order is based from the budget structure)	Division (order is based from the budget structure)	2027 Proposed Authorized Positions/ Classifications	2026 Approved Position Count	2027 Proposed Position Count	Current Staffing Count
1	Engineering		Director of Engineering	1	1	1
2			Administrative Clerk (25%)	.25	.25	.25
3			Senior Civil Engineer	NB	NB	-
4			<i>Associate Civil Engineer II</i>	<i>NB</i>	<i>1</i>	<i>0</i>
5			<i>Associate Civil Engineer I / Engineering Assistant (Flex)</i>	<i>1</i>	<i>1</i>	<i>1</i>
6			<i>Engineering Assistant</i>	<i>1</i>	<i>-</i>	<i>-</i>
7			District Engineer (PT)	.5 (2)	.5 (2)	.5
8			Development Services Technician	1	1	1
9			Intern	.5	.5	0
10	<i>Human Resources and Risk Management</i>		Human Resources and Risk Manager	1	1	1



	Department (order is based from the budget structure)	Division (order is based from the budget structure)	2027 Proposed Authorized Positions/ Classifications	2026 Approved Position Count	2027 Proposed Position Count	Current Staffing Count
11			Human Resources Coordinator	NB	NB	-
12	Finance and Administration		General Manager	1	1	1
13			<i>Assistant General Manager</i>	-	<i>1</i>	<i>0</i>
14			Executive Assistant (FT)	1	1	1
15			Executive Assistant (PT)	.5	.5	0
16			Administrative Assistant	1	1	1
17			Director of Finance and Administration	1	1	1
18		Finance and Accounting	Finance Manager	1	1	1
19			Senior Management Analyst	NB	NB	-
20			Management Analyst II	2	2	2
21			Management Analyst I	1	1	1
22			Accounting Technician	NB	NB	-
23		Customer Service and Utility Billing	Customer Service and Utility Billing Manager	1	1	1
24			Senior Customer Service Representative	NB	NB	-
25			Customer Service Representative II	2	2	1
26			Customer Service Representative I	2	2	<i>3⁽¹⁾</i>
27	Information Technology and Cybersecurity		Director of Information Technology and Cybersecurity	1	1	1



	Department (order is based from the budget structure)	Division (order is based from the budget structure)	2027 Proposed Authorized Positions/ Classifications	2026 Approved Position Count	2027 Proposed Position Count	Current Staffing Count
28			~~Information Technology Manager~~	1	-	-
29			~~Senior Network Engineer~~	-	NB	-
30			~~Applications Support Analyst~~	-	NB	-
31			~~Help Desk Specialist~~	-	NB	-
32	Operations		Director of Operations	1	1	1
33			Administrative Clerk (75%)	.75	.75	.75
34		Source of Supply	Water Production Supervisor	1	1	1
35			Water Production Operator II	3	3	3
36			Water Production Operator I	1	1	1
37		Cross Connection / Non-Potable Water	Cross Connection / Non-Potable Water Supervisor	1	1	1
38			~~Backflow Tester Cross-Connection Control Technician~~	-	1	0
39		Transmission and Distribution	Water Utility Superintendent	1	1	1
40			Water Utility Supervisor	1	1	1
41			Senior Water Utility Worker	3	3	3
42			Water Utility Worker II	4	3	3
43			~~Underground Water Utility Locator~~	-	1	1
44			Water Utility Worker I (Regular)	7	7	5



	Department (order is based from the budget structure)	Division (order is based from the budget structure)	2027 Proposed Authorized Positions/ Classifications	2026 Approved Position Count	2027 Proposed Position Count	Current Staffing Count
45			<i>Water Utility Worker I (Temporary)</i>	.5 (2)	.5 (4)	.5 (2)
46		Customer Service and Meter Reading	<i>Senior Field Customer Service Representative Senior Field Services and Meter Program Specialist</i>	2	2	2
47		Maintenance	Maintenance Technician II	1	1	1
48			Maintenance Technician I	1	1	1
		TOTAL	46 Proposed Classifications	51	53	45.5

**Red Font Signifies the changes in the Proposed Authorized Positions / Classifications.*

**NB means Non-Budgeted, but still appears in the organizational chart*

(1) Level 2 position underfilled by Level 1 position to allow for additional training of staff. Level 2 responsibilities split between current Level 2 and management until position is filled, potentially mid-2027

Overall Fiscal Impact

Based on 2026 salary and benefit rates, the proposed organizational changes are estimated to result in the following fiscal impacts:

- **Cross-Connection Control Technician:** Proposed new position with an estimated fully burdened annual cost of approximately \$145,760 at Step 1 (as of FY 2026), subject to adjustment for 2027 salary and benefit rates.
- **Associate Civil Engineer II:** Funding the classification is estimated to result in approximately \$11,257 in additional annual salary costs as of FY 2026, if the current Associate Civil Engineer I incumbent is promoted from Step 5 to Step 4 of the Associate Civil Engineer II salary range.
- **Temporary Water Utility Worker I (4):** The request for four (4) temporary positions, each allocated up to 1,000 working hours, is estimated to have a budgetary impact of \$41,500 per position, for a total of \$166,000.
- **Assistant General Manager:** Assuming recruitment is completed and the Assistant General Manager position is filled in July 2027, the estimated fiscal impact would be \$202,400 on a fully burdened basis for the remaining six (6) months of the fiscal year.

The remaining proposed organizational changes are not anticipated to result in any direct fiscal impact at this time. These include the two (2) position reclassifications within the Department of Operations; the establishment of Maintenance as a separate division with a designated General Ledger (GL) code; the establishment of Human Resources and Risk Management as a stand-



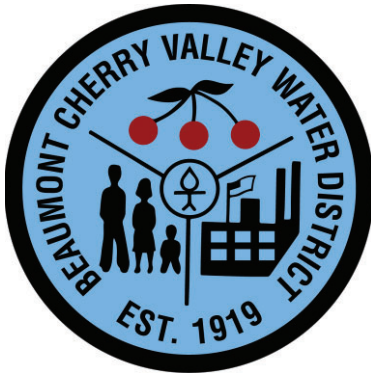
alone department with its own GL code; and the inclusion of the proposed Information Technology and Cybersecurity classifications in the organizational chart as non-budgeted positions.

All applicable personnel costs will be incorporated into the proposed 2027 Operating Budget to be presented by the Department of Finance and Administration for Board review and consideration.

Attachments

1. Job Description – Senior Field Services and Meter Program Specialist
2. Job Description – Underground Water Utility Locator
3. Job Description – Cross-Connection Control Specialist
4. 2027 Proposed Organizational Chart - Redlined
5. 2027 Proposed Organizational Chart - Side-by-Side
6. 2027 Proposed Organizational Chart – Clean

Staff Report prepared by Ren Berioso, Human Resources and Risk Manager



07a - Attachment 1

SENIOR FIELD CUSTOMER SERVICE / METER READING SENIOR FIELD SERVICES AND METER PROGRAM SPECIALIST

DEFINITION

Under general direction, performs specialized, advanced level field customer service work in reading and recording meters and water usage for AMR/AMI on a scheduled and non-scheduled basis; sets up meter route sequencing for new accounts for utility billing; installs new meters and performs repairs or replacement of meters; identifies and resolves issues related to customer water pressure, water quality and water service; investigates and resolves billing issues related to customer water usage; responds to and resolves the most complex customer service and water utility issues; may provide lead supervision to a crew of utility field staff as assigned; repairs leaks on District lines and performs service upgrades as assigned; performs work in the construction, maintenance, and repair of the District's water distribution and water meter systems as needed; assists with emergency repairs and associated work; responds to emergency calls from the public and other agencies taking appropriate actions; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from assigned supervisory or management personnel. May exercise technical and functional direction over, and provides training to, lower-level staff, as assigned.

CLASS CHARACTERISTICS

This is the advanced-level classification in the Water Utility/Field Customer Service series. Incumbents work under general direction and exercise a high level of discretion and independent judgment in performing the full range of routine to complex duties in field customer service and AMR/AMI meter reading including all associated computer based programs, as well as construction, maintenance, operation, repair related to the District's water distribution and residential water meter systems. As assigned, incumbents lead and resolve the most complex customer service and water utility issues, and may provide lead supervision to lower-level utility field staff. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines, and methods to deliver work products, and for ensuring the efficient and effective functioning of assigned projects and programs. Incumbents work directly with both the field operations and administrative staff to resolve customer related issues on a daily basis.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

The duties and responsibilities listed below are intended to provide a representative list of the various types of work that may be performed. Specifications are not intended to reflect all duties performed within the job

class, and incumbents may expect to perform other related similar duties. Some of the duties include, but are not limited to, the following.

- Leads, provides work guidance, and participates in the work of water utility/field customer service staff performing work related to the District's residential water meter systems.
- Participates in scheduling and assigning work and monitoring employees' work for completeness, accuracy, and conformance with District standards; provides information, instruction, and training on work processes, proper uses of equipment, and safe work practices; provides performance feedback, including input during the annual evaluation process, as assigned.
- Coordinates with office customer service staff in contacting and communicating with customers in the field; meets with customers to respond to concerns and complaints; maintains calm demeanor with frustrated and/or irate customers.
- Resolves the most complex water utility customer service and utility issues exercising critical thinking and analysis of data collected in the field; verifies the location of services, troubleshoots, and identifies problems and issues with customer water service, and suggests potential solutions; ascertains and reports if broader issues are found related to public health, water quality, water treatment, or system water pressure.
- Sets up meter route sequencing for new accounts for utility billing; sets up drive routes for meter read collection.
- Identifies issues related to AMR/AMI collection and uses various electronic devices to troubleshoot issues and to collect AMR readings.
- Reads water meters; records readings with an electronic device and compares with prior readings to determine accuracy and appropriate consumption.
- Notifies customers if a leak or obvious problem is apparent in their plumbing and provides recommendations.
- Checks for inoperative or by-passed meters, or for leaks in the meter connection.
- Checks for cross-connections and notifies the cross-connection specialist if further investigation is warranted.
- Provides factual information regarding meter reading, customer water pressure, customer water quality, customer billing or consumption and refers customer to the proper department if further information or service is required.
- Turns water on and off at the meter for non-payment, new accounts, closing accounts, or repairs to customers' plumbing; re-read meters where necessary.
- Locates valves, meters, hydrants, and related appurtenances from maps, drawings, and sketches and with electronic line locators.
- Tests, disassembles, cleans, calibrates, and repairs water meters, water service lines and appurtenances, such as meter connections, angle stops, compression fittings, and service piping.
- Installs new services and change-outs of residential water meters.
- Reports any unusual circumstances or incidents to the appropriate person.
- Delivers tag notices to customers to inform them of imminent shut-off for non-payment of delinquent accounts.
- Organizes shut-off route sequences and executes shut-offs for non-payment of delinquent accounts.
- Prepares work orders and reports of all work performed.
- Provides lead assistance with sorting, merging, and the analysis of data related to the delivery of water to customers.
- Gathers and analyzes field data for utility billing, water quality, water pressure, and customer water use.

- Informs water users, landowners, District personnel, and various outside agency personnel of policies, rules, regulations, procedures, and legal requirements relating to areas of responsibility such as the delivery of water, water quality, water pressure, and water supply.
- Works on a computer; uses software to create and maintain a variety of records and reports; maintains operating logs and records.
- Maintains necessary supplies, tools, and equipment in District vehicle for field customer service work.
- When assigned to work with the operations field staff, performs a variety of construction, maintenance, and operations activities, while remaining on-call for customer service needs.
- Observes and complies with all District and mandated safety rules, regulations, and protocols.
- Acts as the competent person on jobsites as identified by OSHA requirements relevant to area of responsibility.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles of providing functional direction and training.
- District facilities including mains, boosters, wells, reservoirs, pressure regulating valves, and system isolation valves.
- Materials, methods, practices, and equipment used in water distribution systems and water meter installation, maintenance, and repair.
- Applicable federal, state, and local laws, codes, and ordinances relevant to area of responsibility.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- Water utility system plumbing and construction principles and practices, including backflow prevention.
- Functions and methods of a water utility system including production wells, chlorination systems and principles of disinfection, booster pumps, meters, pressure regulating valves and isolation valves.
- Treatment and chlorine residual analysis at an advanced level.
- Water quality principles, reports and data analysis, including referencing or explaining the consumer confidence report.
- Pressure recording devices and data analysis from recorded data at an advanced level.
- Field flow testing of meters and bench testing for accuracy.
- AMR/AMI meter reading systems and meter routes for utility billing at an intermediate to advanced level.
- Operation of a variety of hand, pneumatic, and power tools and heavy equipment.
- Safety equipment and safe work practices.
- The structure and content of the English language to effectively perform the work.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers, tablets, smartphones, and software programs relevant to work performed.
- Computer and Microsoft office suite programs at the entry to intermediate level.

Ability to:

- Plan, organize, and coordinate the work of assigned staff.
- Effectively provide staff leadership and work direction.
- Effectively perform work assignments in field customer service, meter reading, water meter installation, maintenance, and repair.
- Accurately record, analyze, and submit data collected in the field.
- Operate a motor vehicle and basic hand tools, valve keys, pressure gauges, pipe wrenches, and power-driven equipment and tools used in water distribution systems and water meter installation, maintenance, and repair.
- Read and interpret basic construction specifications, maps, and blueprints.
- Exercise effective customer service techniques and principles including factual communication and de-escalation of situations; tactfully and calmly respond to frustrated and irate customers.
- Troubleshoot customer water systems.
- Set up meter routes sequencing for new accounts.
-
- Regularly and predictably attend work.
- Independently organize work, set priorities, meet critical deadlines and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

High school graduation or equivalent; and

Four (4) years of increasingly responsible experience including two (2) years in field customer service, including meter reading (AMR/AMI preferred), and two (2) years in the installation, maintenance, and repair of water distribution and meter systems, and basic computer skills and knowledge of Microsoft Office Suite programs.

Licenses and Certifications:

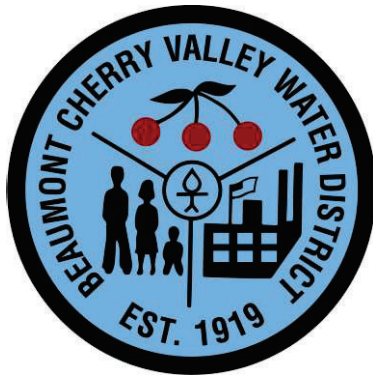
- Based on assignment, possession of a valid California Class C commercial driver's license.
- Possession of, or ability to obtain within twelve (12) months from appointment, a Water Distribution Operator 3 (D3) certificate issued by the California State Water Resources Control Board.
- Possession of, or ability to obtain within twelve (12) months from appointment, a Water Treatment Operator 1 (T1) certificate issued by the California State Water Resources Control Board.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform moderate physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; possible entry into confined spaces, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various District sites; and vision to inspect residences and operate equipment. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards, and hearing in order to engage in dialogue with customers. Finger dexterity is needed to operate and repair tools and equipment and to operate a computer. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 20 pounds, in all cases with the use of proper equipment and/or assistance from other staff. Reasonable accommodations will be made for individuals on a case-by-case basis.

ENVIRONMENTAL CONDITIONS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust, and air contaminants.



07a - Attachment 2

UNDERGROUND WATER UTILITY LOCATOR

DEFINITION

Under general supervision, locates and marks the District's underground facilities in compliance with District policies and mandated requirements in order to minimize accidental damage or disruption of service due to construction excavation activities; locates all potable and non-potable water lines including valves, hydrants, mains, services, meters, and related appurtenances using electronic line locators, maps, sketches, and other equipment; responds to incidents in which facilities are damaged by excavation operations, investigates and reports to risk management; performs work in the construction, maintenance, and repair of the District's water distribution and water meter systems; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is a fully qualified journey-level classification in Water Field Operations. Positions at this level are distinguished from the Water Utility Worker I and II by the predominant performance of underground utility location duties; however, incumbents may also be required to participate in the full scope of duties and assignments in construction, maintenance, operation, customer service, and repair (Water Utility Worker II duties) related to the District's water transmission and distribution systems. Positions at this level work independently, exercise judgment and initiative, and are fully aware of the operating procedures and policies of the work unit receiving only occasional instruction or assistance as new or unusual situations arise. This class is distinguished from Senior Water Utility Worker in that the latter is responsible for technical and functional supervision of lower-level maintenance staff and is capable of performing the most complex duties assigned to the division.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

The duties and responsibilities listed below are intended to provide a representative list of the various types of work that may be performed. Specifications are not intended to reflect all duties performed within the job class, and incumbents may expect to perform other related similar duties. Some of the duties include, but are not limited to, the following.

- Responds to Underground Service Alert (USA) notices and requests; researches, locates, and marks underground potable and non-potable water lines including valves, hydrants, mains, services, meters, and related appurtenances using electronic line locators, maps, sketches, and other equipment; completes line location reports for review and approval by the

supervisor.

- Locates District underground facilities of various materials including steel, poly ethylene, galvanized, ductile iron, AC, PVC and copper using a variety of locating equipment and methods.
- Reviews record drawings; takes photos of District excavation areas for other utility markings; updates maps and databases adding underground facilities, as needed; advises District departments of map discrepancies; and informs Engineering and department heads of up-to-date utilities in service area and changes that need to be corrected on maps and/or plats.
- Utilizes GPS technology and GIS applications to log location of District facilities and perform other tasks; researches maps to gain information to accurately locate facilities; reviews maps for substructure location, size, and type of pipe.
- Locates water valves for maintenance and operation crews using specialized correlation and sounding devices; performs leak detection and location in District pipelines; notifies excavators of high priority facilities' standby requirements.
- Performs leak tests to locate leaks in the main and/or service lines; shuts down water lines in emergencies.
- Detects and reports any equipment malfunctions, defective parts, and materials to appropriate supervisor.
- Notifies USA when District crews are excavating; confers with representatives from engineering firms, developers, contractors, property owners, utilities, public works agencies, other governmental agencies, and/or contractors on technical matters to verify data, locate lines and coordinate work in the various stages.
- Reports and records damages to District underground facilities caused by external agencies or contractors; ensures proper pre-job markings are correct; verifies contractor or agency possesses a valid USA dig alert ticket.
- Determines boundaries of easements to determine District right-of-ways, using survey maps, land data and other data from external sources as required to locate and identify district properties; ensures proper pre-markings are correct, reports and records damages to non-District utilities caused by excavation.
- Installs street barricades and cones, and controls traffic around work sites to ensure safe conditions for the general public and District workers.
- Completes line location reports for review and approval by the supervisor; reviews record drawings pertaining to daily work assignments; maintains and updates department records, USA transactions, and files of engineering plans, including easements, improvements, and final maps.
- Reads residential and commercial water meters using manual and computerized meter reading equipment.
- Responds to questions and concerns from customers and the general public; provides information as appropriate and resolves water service complaints; verifies the location of meters and services, troubleshoots and identifies problems and issues with customer, and suggests potential solutions; coordinates with Customer Service regarding complex customer related issues..
- Operates construction equipment including dump trucks, backhoes, front loader, tractor, dozer, vactor, and a variety of power, pneumatic, and hand tools including air compressors, jack hammers, vibration plates, soil compactors, skill saws, grinders, concrete saws, shovels, and wrenches.
- Responds to emergency calls, as required.
- Reads residential and commercial water meters using manual and computerized meter equipment.
- Observes and complies with all District and mandated safety rules, regulations, and protocols.
- Works on a computer; uses software to create and maintain a variety of records and reports;

- maintains operating logs and records.
- Excavates , flushes, inspects, cleans, and repairs water mains, service lines, and laterals, repairs leaks; performs field work on positive displacement, turbine flow and compound meters.
- Efficiently uses a variety of modern business equipment including computers, tablets, smartphones, and software programs for daily work activities.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Effective underground utility location methods and techniques.
- Use of various locating equipment including electronic and non-electronic.
- Utility marking, interpretation, and color as related to individual utilities.
- Laws, rules and regulations as related to USA system and notification processes, tickets, and markings.
- Basic principles and practices of supporting technical civil engineering drafting and surveying programs.
- District geographic service area and boundaries/sub-agency boundaries and facilities and the location of underground facilities including lateral sewer connections and water service connections.
- Materials, methods, practices, and equipment used in water distribution systems and water meter installation, maintenance, and repair.
- Water utility plumbing and construction principles and practices.
- Operation of a variety of hand, pneumatic, and power tools and heavy equipment.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- Safety equipment and safe work practices.
- The structure and content of the English language to effectively perform the work.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers, tablets, smartphones, and software programs relevant to work performed.
- Functions and methods of a water utility system including production wells, chlorination systems and principles of disinfection, booster pumps, meters, pressure regulating valves and isolation valves.
- Treatment and chlorine residual analysis at an advanced level.
- Pressure recording devices and data analysis from recorded data at an advanced level.

Ability to:

- Interpret the location of underground utilities using technical equipment.
- Utilize land survey methods and techniques to determine district easement and boundaries, facilities and properties.
- Effectively perform work assignments in water distribution systems and water meter installation, maintenance, and repair.
- Operate a motor vehicle and power-driven equipment and tools used in water distribution systems and water meter installation, maintenance, and repair.
- Read and interpret basic construction specifications, maps, and blueprints.
- Follow verbal and written instructions.

- Participate in rotational on-call assignments.
- Regularly and predictably attend work.
- Independently organize work, set priorities, meet critical deadlines and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

High school graduation or equivalent; and

Two (2) years of responsible work experience in underground utility locating, and transmission and distribution activities related to pipeline installation, repair, and maintenance, meter reading, valve exercising, pressure recording and related functions.

Licenses and Certifications:

- Possession of and ability to maintain a California Class C driver's license.
- Possession of, or ability to obtain within twelve (12) months from appointment, a Water Distribution Operator 2 (D2) certificate issued by the California State Water Resources Control Board.
- Possession of, or ability to obtain within twelve (12) months from appointment, a Water Treatment Operator 1 (T1) certificate issued by the California State Water Resources Control Board.

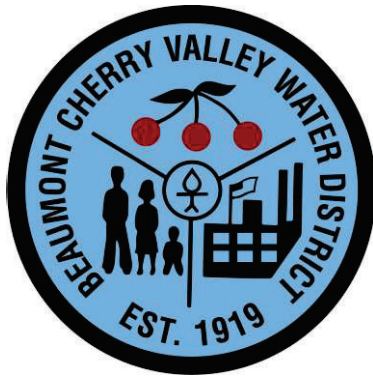
PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform moderate to heavy physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; possible entry into confined spaces, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various District sites; and vision to inspect and operate equipment. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to operate and repair tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds, in all cases with the use of proper equipment and/or assistance from other staff. Reasonable accommodations will be made for individuals on a case-by-case basis.

ENVIRONMENTAL CONDITIONS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust, and air contaminants.

DRAFT



07a - Attachment 3

BACKFLOW TESTER **CROSS-CONNECTION CONTROL TECHNICIAN**

DEFINITION

Under general supervision, supports the District's Cross-Connection Control Program to ensure compliance with applicable state and local requirements; inspects and monitors commercial and residential fire service systems; supports construction water meter activities; assists with field operations, backflow prevention assembly repairs, and water quality sampling; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management staff. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is a single-incumbent classification responsible for supporting the District's Cross-Connection Control Program, including inspections, testing, compliance monitoring, recordkeeping, and related field activities. The incumbent is expected to work independently with general supervision and exercise sound judgment in applying established regulations, District standards, policies, and procedures.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

The duties and responsibilities listed below are intended to provide a representative list of the various types of work that may be performed. Specifications are not intended to reflect all duties performed within the job class, and incumbents may expect to perform other related similar duties. Some of the duties include, but are not limited to, the following.

- Supports the day-to-day activities of the District's Cross-Connection Control Program and works with certified backflow testers to verify current certifications and schedule service interruptions or shutdowns, as necessary.
- Generates customer testing and compliance notifications; enters testing and inspection results into the District's database; and verifies customer and service information against District billing records.
- Maintains accurate program files, records, inspection documentation, correspondence, and other assigned records.

- Coordinates and participates in the inspection, testing, installation, maintenance, and repair of backflow prevention assemblies in accordance with District standards and applicable requirements.
- Conducts on-site cross-connection surveys and inspections to identify potential hazards and determine appropriate backflow prevention requirements.
- Monitors District fire hydrants and commercial and residential fire service systems for unauthorized connections, improper use, or other noncompliance.
- Assists in the coordination of hydrant meter activities for construction and temporary water use, including permitting, delivery, relocation, meter reading, repair, testing, registration verification, parts ordering, calibration, and related recordkeeping.
- Monitors commercial and temporary water accounts for unauthorized consumption or illegal connections and, within assigned authority, issues notices, fines, or violations for noncompliance with District regulations.
- Responds to water quality concerns and assists with field operations, water sampling, and related activities, as assigned.
- Investigates complaints and incidents involving backflow installations, cross-connection or backflow events, unauthorized water use, and theft; documents findings and supports enforcement of applicable ordinances, regulations, and District requirements.
- Operates and maintains an assigned District vehicle and performs routine inspections and safety checks.
- Performs hazard assessments in accordance with the District's Cross-Connection Control Management Plan.
- Assists with the annual calibration tracking and logging of both potable and non-potable, District owned, differential pressure test gauge equipment.
- Assists with the annual testing and tracking of both potable and non-potable, District owned backflow devices.
- Under direction of the Cross-Connection Control/Non-Potable Water Supervisor, performs negative pressure shutdown testing and pressure recording of customer facilities, to ensure separation of potable and non-potable systems, including all data collection for reporting to the Division of Drinking Water.
- Performs minor maintenance and repairs on District equipment and facilities, including basic electrical, plumbing, mechanical, and painting work, as assigned and within the scope of training.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Operations, services, and activities of a cross-connection control program, including water system characteristics and cross-connection and plumbing-related devices.
- Principles and practices of cross-connection control and backflow prevention.
- Backflow prevention assemblies and devices, including their applications, inspection, testing, troubleshooting, repair and regulatory requirements.
- Basic hand tools, including screwdrivers, pipe wrenches, adjustable wrench, tape measure, level, utility knife, spanner wrench, pliers, and various sockets.
- District policies, procedures, standards, and specifications applicable to assigned responsibilities.
- Applicable federal, state, and local laws, codes, regulations, and ordinances affecting District operations and cross-connection control.

- California drinking water regulations and requirements applicable to cross-connection control and backflow prevention, including knowledge of the California State Cross-Connection Control Policy Handbook.
- Customer service and effective public relations practices.
- Recordkeeping, documentation, business correspondence, and basic report preparation.
- Modern office practices, methods, equipment, computers, and standard business software including Microsoft Office Suite.
- Ability to communicate effectively and professionally, both in writing and verbally.
- Occupational hazards and safe work practices applicable to field operations.

Ability to:

- Assist in the coordination and support an effective Cross-Connection Control Program.
- Interpret, apply, and explain District policies, procedures, standards, and requirements related to cross-connection control, backflow prevention, hydrant meters, commercial meters, and associated billing activities.
- Maintain accurate records and prepare clear, concise reports, correspondence, notices, and other written materials.
- Read and interpret plumbing plans, blueprints, irrigation plans, drawings, specifications, and technical manuals.
- Conduct field inspections and identify conditions requiring corrective action or additional backflow protection.
- Establish and maintain effective working relationships with coworkers, customers, contractors, developers, regulatory agencies, and the public.
- Communicate clearly, professionally, and concisely, both orally and in writing.
- Understand and carry out oral and written instructions and work independently within established guidelines.
- Operate standard office equipment, computers, internet-based applications, and Microsoft Office products.
- Perform physically demanding field work under varying weather and environmental conditions.
- Work overtime, weekends, evenings, holidays, and on-call assignments as required.
- Operate a motor vehicle safely and in accordance with applicable laws and defensive driving practices.
- Observe and promote appropriate safety precautions and work practices.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

High school graduation or equivalent; and

Two (2) years of progressively responsible experience supporting or administering a cross-connection control or backflow prevention program, or closely related water utility experience involving cross-connection control activities is preferred.

Licenses and Certifications:

- Possession of and ability to maintain a California Class C driver's license.

- Possession of a valid Grade I Water Distribution Operator Certificate issued by the State Water Resources Control Board, Division of Drinking Water.
- Possession of a valid Grade I Water Treatment Operator Certificate issued by the State Water Resources Control Board, Division of Drinking Water.
- Possession of a valid Backflow Prevention Assembly Tester certification issued by the American Water Works Association (AWWA), or other certification accepted by the District.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform moderate physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; possible entry into confined spaces, to climb and descend ladders, to operate varied hand and power tools, backflow assembly tester equipment, valve keys, water pressure gauges, water flushing equipment, and construction equipment, and to operate a motor vehicle and visit various District and customer sites; and vision to inspect and operate equipment. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to operate and repair tools and equipment and for recording inspection and backflow testing details in the field, on paper and/or tablet, and on a computer. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 100 pounds, in all cases with the use of proper equipment and/or assistance from other staff. The job involves office work requiring significant computer-related activities; typing reading and sitting at a desk for extended periods of time. Reasonable accommodations will be made for individuals on a case-by-case basis).

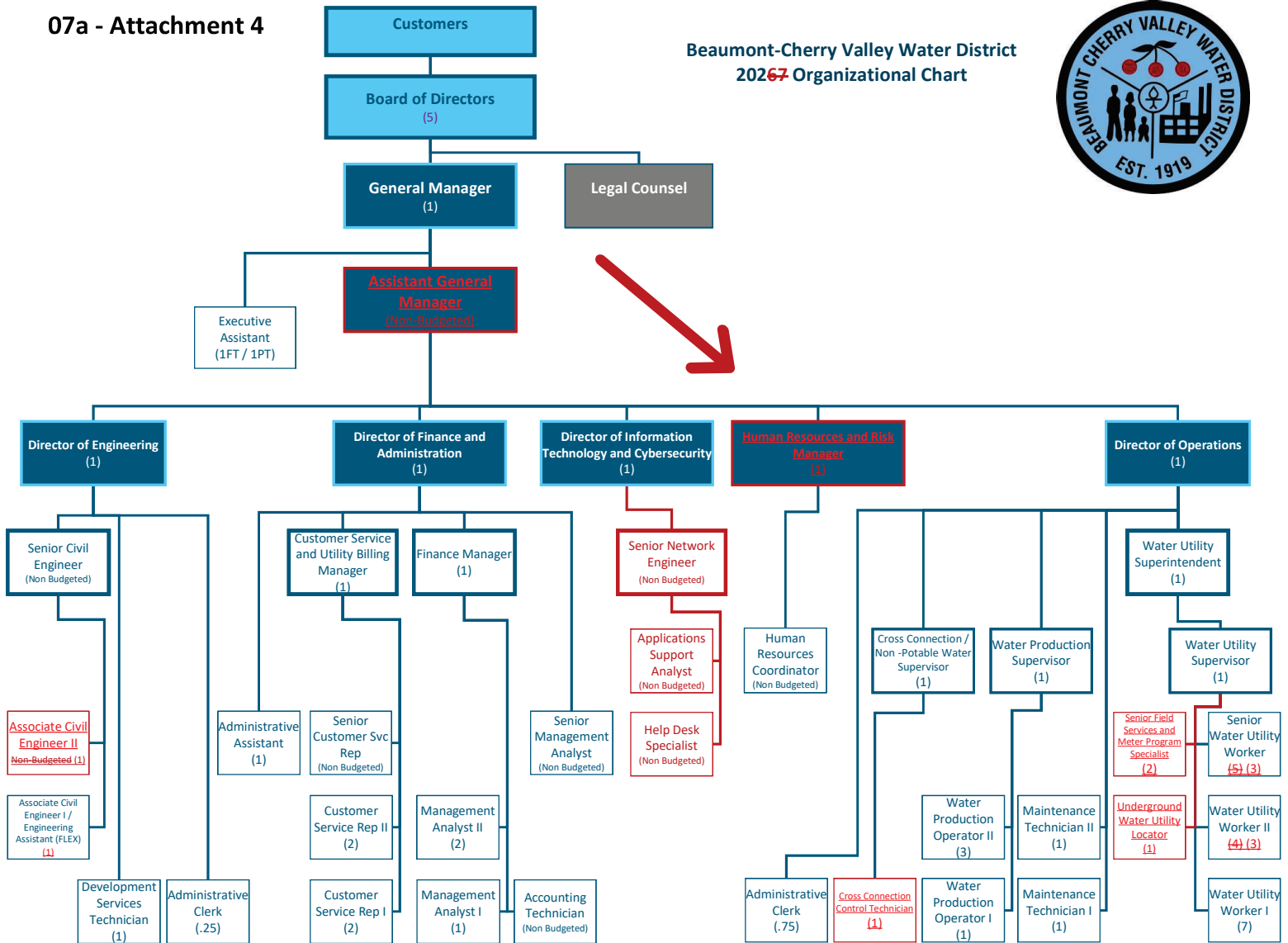
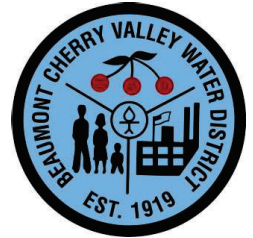
ENVIRONMENTAL CONDITIONS

When assigned to an office environment, employees have moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures and the District's Cross-Connection Control program.

When assigned to a field environment, employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust, and air contaminants.

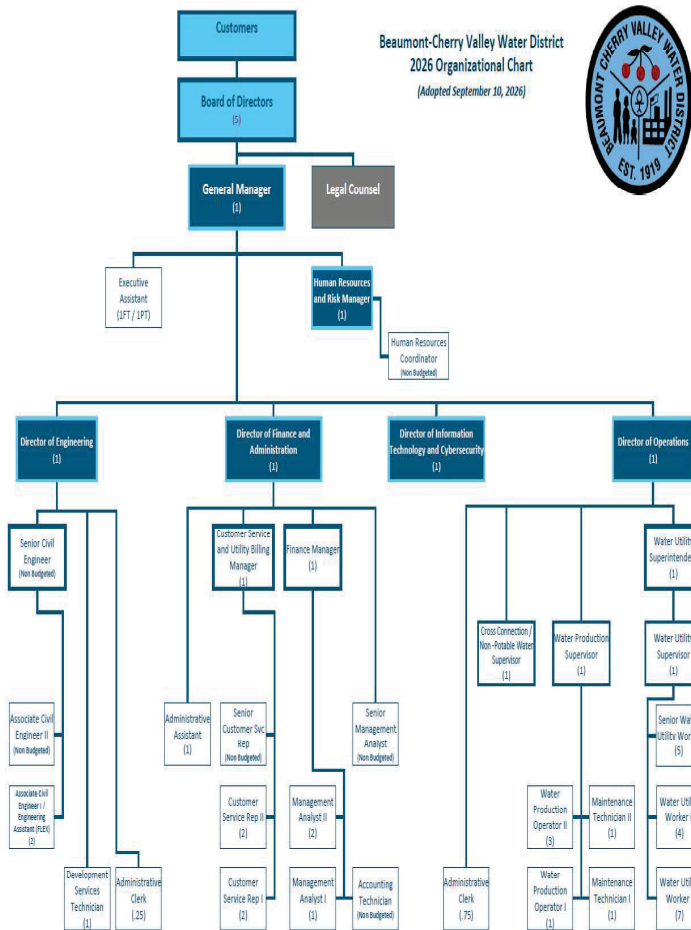
07a - Attachment 4

Beaumont-Cherry Valley Water District
2026~~7~~ Organizational Chart

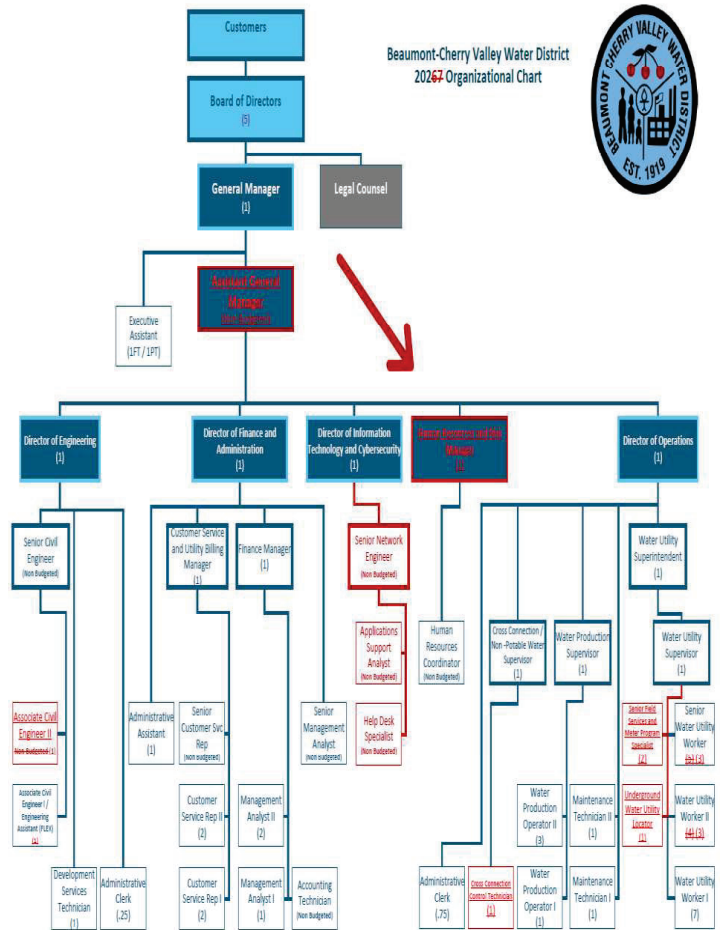


07a - Attachment 5

2026 Organizational Chart – Effective 9/10/2026

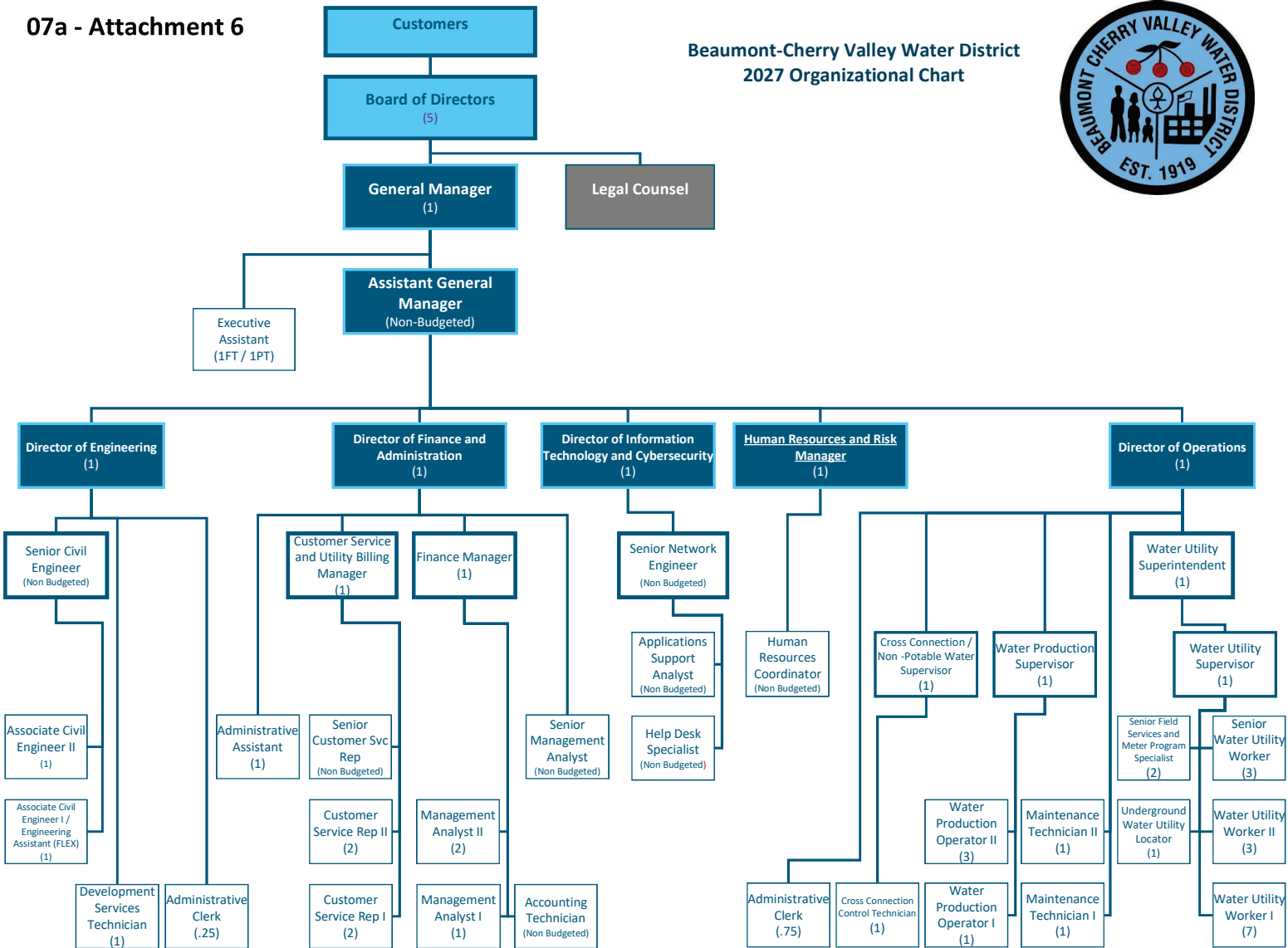


Proposed 2027 Organizational Chart



07a - Attachment 6

Beaumont-Cherry Valley Water District
2027 Organizational Chart





**Beaumont-Cherry Valley Water District
Personnel Committee Meeting
October 20, 2026**

Item 7b

STAFF REPORT

TO: Personnel Committee

FROM: Ren Berioso, Human Resources and Risk Manager

SUBJECT: Review of Proposed FY 2027 Salary Schedule and Cost-of-Living Adjustment (COLA)

Staff Recommendation

Review and recommend the revised Salary Schedule to move forward to the next Board of Directors meeting and be included in the 2027 Operating Budget, or direct staff as desired.

Executive Summary

As part of the development of the District's 2027 Operating Budget, staff is presenting the proposed 2027 Salary Schedule for the Personnel Committee's review and consideration, effective January 1, 2027. The proposed Salary Schedule incorporates a 3.4% Cost-of-Living Adjustment (COLA), consistent with Article 33 of the existing 2022–2026 Memorandum of Understanding (MOU) with the Employee Association, which utilizes the August-to-August U.S. City Average Consumer Price Index (CPI), released by the U.S. Bureau of Labor Statistics on September 14, 2026.

The proposed Salary Schedule will also incorporate applicable classification changes associated with the 2027 Authorized Positions and Organizational Chart, including newly established and reclassified positions, as appropriate. These adjustments are intended to maintain consistency between the District's organizational structure, authorized classifications, and adopted compensation ranges.

Background

Each year, as part of the annual budget development process, Human Resources and Risk Management and the Department of Finance and Administration review the District's Salary Schedule to incorporate applicable compensation adjustments, classification changes, and other personnel considerations for the upcoming calendar year.

The District's existing MOU with the Employee Association expires on December 31, 2026. Article 33 establishes the contractual basis for the January 1, 2027 COLA and specifically provides:

"A COLA for January 1, 2027, shall be applied in accordance with this Article unless a different provision is negotiated prior to the expiration of this MOU."

Accordingly, the proposed 2027 Salary Schedule has been prepared using the existing COLA methodology established under Article 33 of the MOU. The applicable August-to-August national CPI, released on September 14, 2026, reflects a 3.4% adjustment, which serves as the basis for the proposed salary ranges effective January 1, 2027.



Discussion

1. Cost of Living Adjustment (COLA) Considerations

Pursuant to Article 33 of the existing 2022–2026 MOU, the proposed 2027 Salary Schedule incorporates a 3.4% COLA based on the August-to-August U.S. City Average CPI, as published by the U.S. Bureau of Labor Statistics on September 14, 2026.

This adjustment is intended to maintain the District's compensation structure in accordance with the existing MOU provisions while supporting competitive compensation practices and employee retention. The proposed COLA will be applied to the applicable salary ranges effective January 1, 2027, subject to Board approval.

The proposed 2027 Salary Schedule reflecting the 3.4% COLA is provided in the attachments for the Personnel Committee's review and consideration.

2. Proposed 2027 Salary Schedule and Classification Adjustments

In addition to the proposed COLA, the 2027 Salary Schedule will reflect applicable classification changes associated with the proposed 2027 Authorized Positions and Organizational Chart, including newly established and reclassified positions, as appropriate. These adjustments are intended to maintain consistency between the District's organizational structure, authorized classifications, and adopted compensation ranges.

The proposed changes include classifications associated with operational needs, succession planning, workforce development, and organizational realignments, as previously presented to the Personnel Committee. Where applicable, salary ranges have been evaluated based on existing internal compensation structures and comparable agency compensation data to maintain appropriate internal and external equity.

The District will continue to maintain a consolidated Salary Schedule identifying the applicable salary ranges for its classifications, consistent with CalPERS requirements and established compensation practices. Following the Personnel Committee's review, the proposed Salary Schedule will be presented to the Board of Directors for consideration and approval.

Fiscal Impact

The proposed 3.4% COLA will increase applicable salary ranges effective January 1, 2027, subject to Board approval. The overall fiscal impact will depend on the applicable classification changes, authorized staffing levels, and corresponding personnel costs associated with the proposed 2027 Salary Schedule.



Following the Personnel Committee's review, staff will coordinate with the Department of Finance and Administration to incorporate the anticipated personnel costs into the proposed 2027 Operating Budget for consideration by the Board of Directors.

Attachments

1. Bureau of Labor Statistics – 2026 CPI Chart
2. Draft Proposed 2027 Salary Schedule – 3.4% COLA (National CPI August-August)
3. Side-by-side comparison of Approved 2026 and Proposed 2027 Salary Schedules (National CPI August-August)

Staff Report prepared by Ren Berioso, Human Resources and Risk Manager



Economic News Release

Table 4. Consumer Price Index for All Urban Consumers (CPI-U): Selected areas, all items index

Table 4. Consumer Price Index for All Urban Consumers (CPI-U): Selected areas, all items index, September 2026

[1982-84=100, unless otherwise noted]

Area	Pricing Schedule ⁽¹⁾	Percent change to Sep. 2026 from:			Percent change to Aug. 2026 from:		
		Sep. 2025	Jul. 2026	Aug. 2026	Aug. 2025	Jun. 2026	Jul. 2026
U.S. city average	M	3.7	0.9	0.6	3.4	0.3	0.3
Region and area size ⁽²⁾							
Northeast	M	4.2	0.6	0.5	3.9	0.1	0.1
Northeast - Size Class A	M	4.4	0.6	0.5	4.1	0.2	0.1
Northeast - Size Class B/C ⁽³⁾	M	4.1	0.6	0.4	3.6	0.0	0.2
New England ⁽⁴⁾	M	4.3	0.9	0.7	3.4	0.0	0.2
Middle Atlantic ⁽⁴⁾	M	4.2	0.5	0.4	4.1	0.1	0.1
Midwest	M	4.2	1.3	0.9	3.6	0.2	0.4
Midwest - Size Class A	M	3.4	1.1	0.9	2.9	0.0	0.2
Midwest - Size Class B/C ⁽³⁾	M	4.8	1.4	0.9	4.1	0.3	0.5
East North Central ⁽⁴⁾	M	4.3	1.3	0.9	3.6	0.4	0.4
West North Central ⁽⁴⁾	M	4.1	1.3	0.9	3.7	-0.1	0.4
South	M	3.4	0.8	0.5	3.1	0.3	0.2
South - Size Class A	M	3.0	0.5	0.5	2.9	0.2	0.1
South - Size Class B/C ⁽³⁾	M	3.7	0.9	0.6	3.3	0.4	0.3
South Atlantic ⁽⁴⁾	M	3.5	0.6	0.6	3.2	0.1	0.1
East South Central ⁽⁴⁾	M	4.2	1.0	0.3	3.9	0.7	0.7
West South Central ⁽⁴⁾	M	3.0	1.0	0.6	2.7	0.7	0.4
West	M	3.4	1.0	0.5	3.2	0.5	0.5
West - Size Class A	M	3.8	1.0	0.6	3.5	0.5	0.4
West - Size Class B/C ⁽³⁾	M	3.0	1.0	0.4	2.9	0.4	0.6
Mountain ⁽⁴⁾	M	3.3	1.3	0.5	3.1	0.8	0.8
Pacific ⁽⁴⁾	M	3.5	0.9	0.5	3.3	0.3	0.3
Size classes							
Size Class A ⁽⁵⁾	M	3.6	0.8	0.6	3.4	0.3	0.2
Size Class B/C ⁽³⁾	M	3.8	1.0	0.6	3.4	0.3	0.4
Selected local areas							
Chicago-Naperville-Elgin, IL-IN-WI	M	2.9	1.3	0.8	2.4	0.3	0.5

Footnotes

(1) Foods, fuels, and several other items are priced every month in all areas. Most other goods and services are priced as indicated: M - Every month, 1 - January, March, May, July, September, and November; 2 - February, April, June, August, October, and December.

(2) Regions defined as the four Census regions.

(3) Indexes on a December 1996=100 base.

(4) Indexes on a December 2017=100 base.

(5) Indexes on a December 1986=100 base.

(6) 1998 - 2017 indexes based on substantially smaller sample.

(7) Indexes on a December 2001=100 base.

(8) Indexes on a 1987=100 base.

NOTE: Local area indexes are byproducts of the national CPI program. Each local index has a smaller sample size than the national index and is, therefore, subject to substantially more sampling and other measurement error. As a result, local area indexes show greater volatility than the national index, although their long-term trends are similar. Therefore, the Bureau of Labor Statistics strongly urges users to consider adopting the national average CPI for use in their escalator clauses.

Area	Pricing Schedule ⁽¹⁾	Percent change to Sep. 2026 from:			Percent change to Aug. 2026 from:		
		Sep. 2025	Jul. 2026	Aug. 2026	Aug. 2025	Jun. 2026	Jul. 2026
Los Angeles-Long Beach-Anaheim, CA	M	3.7	1.0	0.5	3.6	0.8	0.5
New York-Newark-Jersey City, NY-NJ-PA	M	4.5	0.5	0.4	4.3	0.5	0.0
Atlanta-Sandy Springs-Roswell, GA	2	-	-	-	2.9	0.2	-
Baltimore-Columbia-Towson, MD ⁽⁶⁾	2	-	-	-	2.3	-0.2	-
Detroit-Warren-Dearborn, MI	2	-	-	-	3.7	0.0	-
Houston-The Woodlands-Sugar Land, TX	2	-	-	-	1.3	0.4	-
Miami-Fort Lauderdale-West Palm Beach, FL	2	-	-	-	3.7	0.1	-
Philadelphia-Camden-Wilmington, PA-NJ-DE-MD	2	-	-	-	4.2	-0.7	-
Phoenix-Mesa-Scottsdale, AZ ⁽⁷⁾	2	-	-	-	2.5	0.5	-
San Francisco-Oakland-Hayward, CA	2	-	-	-	3.4	0.1	-
Seattle-Tacoma-Bellevue, WA	2	-	-	-	4.4	0.1	-
St. Louis, MO-IL	2	-	-	-	2.9	0.2	-
Urban Alaska	2	-	-	-	3.3	0.8	-
Boston-Cambridge-Newton, MA-NH	1	3.8	0.8	-	-	-	-
Dallas-Fort Worth-Arlington, TX	1	3.0	0.7	-	-	-	-
Denver-Aurora-Lakewood, CO	1	4.0	1.2	-	-	-	-
Minneapolis-St. Paul-Bloomington, MN-WI	1	3.6	1.2	-	-	-	-
Riverside-San Bernardino-Ontario, CA ⁽⁴⁾	1	3.6	0.6	-	-	-	-
San Diego-Carlsbad, CA	1	4.7	2.0	-	-	-	-
Tampa-St. Petersburg-Clearwater, FL ⁽⁸⁾	1	1.9	-0.1	-	-	-	-
Urban Hawaii	1	5.2	0.2	-	-	-	-
Washington-Arlington-Alexandria, DC-VA-MD-WV ⁽⁵⁾	1	4.1	0.9	-	-	-	-

Footnotes

⁽¹⁾ Foods, fuels, and several other items are priced every month in all areas. Most other goods and services are priced as indicated: M - Every month. 1 - January, March, May, July, September, and November. 2 - February, April, June, August, October, and December.

⁽²⁾ Regions defined as the four Census regions.

⁽³⁾ Indexes on a December 1996=100 base.

⁽⁴⁾ Indexes on a December 2017=100 base.

⁽⁵⁾ Indexes on a December 1986=100 base.

⁽⁶⁾ 1998 - 2017 indexes based on substantially smaller sample.

⁽⁷⁾ Indexes on a December 2001=100 base.

⁽⁸⁾ Indexes on a 1987=100 base.

NOTE: Local area indexes are byproducts of the national CPI program. Each local index has a smaller sample size than the national index and is, therefore, subject to substantially more sampling and other measurement error. As a result, local area indexes show greater volatility than the national index, although their long-term trends are similar. Therefore, the Bureau of Labor Statistics strongly urges users to consider adopting the national average CPI for use in their escalator clauses.

Table of Contents

Last Modified Date: October 14, 2026

U.S. BUREAU OF LABOR STATISTICS Consumer Price Index Office of Prices and Living Conditions Suitland Federal Center Floor 7 4600 Silver Hill Road Washington, DC 20212-0002

Telephone: 202-691-7000 www.bls.gov/CPI [Contact CPI](#)

07b - Attachment 2

Beaumont-Cherry Valley Water District Salary Schedule by Classification

DRAFT (COLA utilized is National CPI at 3.4%)

Effective: January 1, 2027 Classification	Salary Range*	Hourly rates (per step)					Annual Range	
		Step 1	Step 2	Step 3	Step 4	Step 5	(based on 2080 hrs.; rounded to nearest dollar)	
Accounting Technician	26	34.38	36.09	37.89	39.78	41.76	71,510	86,861
Administrative Assistant	25	33.54	35.21	36.97	38.81	40.75	69,763	84,760
Administrative Clerk	18	28.22	29.63	31.11	32.66	34.29	58,698	71,323
Applications Support Analyst	TBD							
Assistant General Manager	73	109.63	115.11	120.86	126.90	133.24	228,030	277,139
Associate Civil Engineer I	42	51.00	53.55	56.22	59.03	61.98	106,080	128,918
Associate Civil Engineer II	47	57.72	60.60	63.62	66.80	70.13	120,058	145,870
Cross Connection/Non-Potable Water Supervisor	42	51.00	53.55	56.22	59.03	61.98	106,080	128,918
Cross Connection Control Technician	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270
Customer Service & Utility Billing Manager	46	56.29	59.10	62.05	65.15	68.40	117,083	142,272
Customer Service Representative I	20	29.65	31.13	32.68	34.31	36.02	61,672	74,922
Customer Service Representative II	25	33.54	35.21	36.97	38.81	40.75	69,763	84,760
Development Services Technician	22	31.15	32.70	34.33	36.04	37.84	64,792	78,707
Director of Engineering	62	83.57	87.74	92.12	96.72	101.55	173,826	211,224
Director of Finance and Administration	67	94.53	99.25	104.21	109.42	114.89	196,622	238,971
Director of Information Technology and Cybersecurity	61	81.54	85.61	89.89	94.38	99.09	169,603	206,107
Director of Operations	61	81.54	85.61	89.89	94.38	99.09	169,603	206,107
Engineering Assistant	37	45.11	47.36	49.72	52.20	54.80	93,829	113,984
Engineering Intern	4	20.00	20.99	22.03	23.13	24.28	41,600	50,502
Executive Assistant	43	52.28	54.89	57.63	60.51	63.53	108,742	132,142
Finance Manager	50	62.14	65.24	68.50	71.92	75.51	129,251	157,061
General Manager	Contract					155.63	-	323,710
Help Desk Specialist	TBD							
Human Resources & Risk Manager	50	62.14	65.24	68.50	71.92	75.51	129,251	157,061
Human Resources Coordinator	33	40.85	42.89	45.03	47.28	49.64	84,968	103,251
Maintenance Technician I	24	32.72	34.35	36.06	37.86	39.75	68,058	82,680
Maintenance Technician II	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270
Management Analyst I	31	38.88	40.82	42.86	45.00	47.25	80,870	98,280
Management Analyst II	38	46.22	48.53	50.95	53.49	56.16	96,138	116,813
Senior Civil Engineer	53	66.92	70.26	73.77	77.45	81.32	139,194	169,146
Senior Customer Service Rep	30	37.93	39.82	41.81	43.90	46.09	78,894	95,867
Senior Field Services and Meter Program Specialist	32	39.85	41.84	43.93	46.12	48.42	82,888	100,714
Senior Management Analyst	45	54.93	57.67	60.55	63.57	66.74	114,254	138,819
Senior Network Engineer	TBD							
Senior Water Utility Worker	32	39.85	41.84	43.93	46.12	48.42	82,888	100,714
Underground Water Utility Locator	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270
Water Production Operator I	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270
Water Production Operator II	33	40.85	42.89	45.03	47.28	49.64	84,968	103,251
Water Production Supervisor	47	57.72	60.60	63.62	66.80	70.13	120,058	145,870
Water Utility Superintendent	51	63.69	66.87	70.21	73.72	77.40	132,475	160,992
Water Utility Supervisor	44	53.60	56.28	59.09	62.04	65.14	111,488	135,491
Water Utility Worker I	24	32.72	34.35	36.06	37.86	39.75	68,058	82,680
Water Utility Worker II	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270

Board of Directors

\$296.40 per day for meeting attendance in accordance with District rules and regulations

* Positions highlighted in yellow are new and funded positions on the salary schedule requiring Board approval

**Salary Range for IT and Cybersecurity Department positions are pending formal compensation study.

***Positions highlighted in grey are non-budget positions not intended to be filled in 2026

07b - Attachment 3

Beaumont-Cherry Valley Water District Salary Schedule by Classification

Effective: July 1, 2026 Classification	Salary Range*	Hourly rates (per step)					Annual Range (based on 2080 hrs.; rounded to nearest dollar)	
		Step 1	Step 2	Step 3	Step 4	Step 5		
Accounting Technician	26	33.23	34.89	36.63	38.46	40.38	69,118	83,990
Administrative Assistant	25	32.42	34.04	35.74	37.53	39.41	67,434	81,973
Administrative Clerk	18	27.29	28.65	30.08	31.58	33.16	56,763	68,973
Assistant General Manager	73	106.00	111.30	116.87	122.71	128.85	220,480	268,008
Associate Civil Engineer I	42	49.32	51.79	54.38	57.09	59.94	102,586	124,675
Associate Civil Engineer II	47	55.79	58.58	61.51	64.59	67.82	116,043	141,066
Cross Connection/Non-Potable Water Supervisor	42	49.32	51.79	54.38	57.09	59.94	102,586	124,675
Customer Service & Utility Billing Manager	46	54.42	57.14	60.00	63.00	66.15	113,194	137,592
Customer Service Representative I	20	28.66	30.09	31.59	33.17	34.83	59,613	72,446
Customer Service Representative II	25	32.42	34.04	35.74	37.53	39.41	67,434	81,973
Development Services Technician	22	30.10	31.61	33.19	34.85	36.59	62,608	76,107
Director of Engineering	62	80.80	84.84	89.08	93.53	98.21	168,064	204,277
Director of Finance and Administration	67	91.41	95.98	100.78	105.82	111.11	190,133	231,109
Director of Information Technology and Cybersecurity	61	78.84	82.78	86.92	91.27	95.83	163,987	199,326
Director of Operations	61	78.84	82.78	86.92	91.27	95.83	163,987	199,326
Engineering Assistant	37	43.60	45.78	48.07	50.47	52.99	90,688	110,219
Engineering Intern	4	19.32	20.29	21.30	22.36	23.48	40,186	48,838
Executive Assistant	43	50.54	53.07	55.72	58.51	61.44	105,123	127,795
Finance Manager	50	60.08	63.08	66.23	69.54	73.02	124,966	151,882
General Manager	Contract					143.33	-	298,126
Human Resources & Risk Manager	50	60.08	63.08	66.23	69.54	73.02	124,966	151,882
Human Resources Coordinator	33	39.49	41.46	43.53	45.71	48.00	82,139	99,840
Maintenance Technician I	24	31.63	33.21	34.87	36.61	38.44	65,790	79,955
Maintenance Technician II	28	34.91	36.66	38.49	40.41	42.43	72,613	88,254
Management Analyst I	31	37.60	39.48	41.45	43.51	45.69	78,208	95,035
Management Analyst II	38	44.68	46.91	49.26	51.72	54.31	92,934	112,965
Senior Civil Engineer	53	64.70	67.93	71.33	74.90	78.64	134,576	163,571
Senior Customer Service Rep	30	36.67	38.50	40.43	42.45	44.57	76,274	92,706
Senior Management Analyst	45	53.10	55.75	58.54	61.47	64.54	110,448	134,243
Senior Water Utility Worker	32	38.52	40.45	42.47	44.59	46.82	80,122	97,386
Water Production Operator I	28	34.91	36.66	38.49	40.41	42.43	72,613	88,254
Water Production Operator II	33	39.49	41.46	43.53	45.71	48.00	82,139	99,840
Water Production Supervisor	47	55.79	58.58	61.51	64.59	67.82	116,043	141,066
Water Utility Superintendent	51	61.59	64.67	67.90	71.29	74.85	128,107	155,688
Water Utility Supervisor	44	51.83	54.42	57.14	59.99	62.99	107,806	131,019
Water Utility Worker I	24	31.63	33.21	34.87	36.61	38.44	65,790	79,955
Water Utility Worker II	28	34.91	36.66	38.49	40.41	42.43	72,613	88,254

Board of Directors \$296.40 per day for meeting attendance in accordance with District rules and regulations

**Positions highlighted in grey are non-budget positions not intended to be filled in 2025

Beaumont-Cherry Valley Water District Salary Schedule by Classification

DRAFT (National CPI at 3.4%)								
Effective: January 1, 2027 Classification	Salary Range*	Hourly rates (per step)					Annual Range (based on 2080 hrs.; rounded to nearest dollar)	
		Step 1	Step 2	Step 3	Step 4	Step 5		
Accounting Technician	26	34.38	36.09	37.89	39.78	41.76	71,510	86,861
Administrative Assistant	25	33.54	35.21	36.97	38.81	40.75	69,763	84,760
Administrative Clerk	18	28.22	29.63	31.11	32.66	34.29	58,696	71,323
Applications Support Analyst	TBD							
Assistant General Manager	73	109.63	115.11	120.96	126.90	133.24	228,030	277,139
Associate Civil Engineer I	42	51.00	53.55	56.22	59.03	61.98	106,080	128,918
Associate Civil Engineer II	47	57.72	60.60	63.62	66.80	70.13	120,058	145,870
Cross Connection/Non-Potable Water Supervisor	42	51.00	53.55	56.22	59.03	61.98	106,080	128,918
Cross Connection Control Technician	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270
Customer Service & Utility Billing Manager	46	56.29	59.10	62.05	65.15	68.40	117,083	142,272
Customer Service Representative I	20	29.65	31.13	32.68	34.31	36.02	61,672	74,922
Customer Service Representative II	25	33.54	35.21	36.97	38.81	40.75	69,763	84,760
Development Services Technician	22	31.15	32.70	34.33	36.04	37.84	64,792	78,707
Director of Engineering	62	83.57	87.74	92.12	96.72	101.55	173,826	211,224
Director of Finance and Administration	67	94.53	99.25	104.21	109.42	114.89	196,622	238,971
Director of Information Technology and Cybersecurity	61	81.54	85.61	89.89	94.38	99.09	169,603	206,107
Director of Operations	61	81.54	85.61	89.89	94.38	99.09	169,603	206,107
Engineering Assistant	37	45.11	47.36	49.72	52.20	54.80	93,829	113,984
Engineering Intern	4	20.00	20.99	22.03	23.13	24.28	41,600	50,502
Executive Assistant	43	52.28	54.89	57.63	60.51	63.53	108,742	132,142
Finance Manager	50	62.14	65.24	68.50	71.92	75.51	129,251	157,061
General Manager	Contract					155.63	-	323,710
Help Desk Specialist	TBD							
Human Resources & Risk Manager	50	62.14	65.24	68.50	71.92	75.51	129,251	157,061
Human Resources Coordinator	33	40.85	42.89	45.03	47.28	49.64	84,968	103,251
Maintenance Technician I	24	32.72	34.35	36.06	37.86	39.75	68,058	82,680
Maintenance Technician II	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270
Management Analyst I	31	38.88	40.82	42.86	45.00	47.25	80,870	98,280
Management Analyst II	38	46.22	48.53	50.95	53.49	56.16	96,138	116,813
Senior Civil Engineer	53	66.92	70.26	73.77	77.45	81.32	139,194	169,146
Senior Customer Service Rep	30	37.93	39.82	41.81	43.90	46.09	78,894	95,867
Senior Field Services and Meter Program Specialist	32	39.85	41.84	43.93	46.12	48.42	82,888	100,714
Senior Management Analyst	45	54.93	57.67	60.55	63.57	66.74	114,254	138,819
Senior Network Engineer	TBD							
Senior Water Utility Worker	32	39.85	41.84	43.93	46.12	48.42	82,888	100,714
Underground Water Utility Locator	26	36.12	37.92	39.81	41.80	43.88	75,130	91,270
Water Production Operator I	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270
Water Production Operator II	33	40.85	42.89	45.03	47.28	49.64	84,968	103,251
Water Production Supervisor	47	57.72	60.60	63.62	66.80	70.13	120,058	145,870
Water Utility Superintendent	51	63.69	66.87	70.21	73.72	77.40	132,475	160,992
Water Utility Supervisor	44	53.60	56.28	59.09	62.04	65.14	111,488	135,491
Water Utility Worker I	24	32.72	34.35	36.06	37.86	39.75	68,058	82,680
Water Utility Worker II	28	36.12	37.92	39.81	41.80	43.88	75,130	91,270

Board of Directors \$296.40 per day for meeting attendance in accordance with District rules and regulations

* Positions highlighted in yellow are new and funded positions on the salary schedule requiring Board approval

**Salary Range for IT and Cybersecurity Department positions are pending formal compensation study.

***Positions highlighted in grey are non-budget positions not intended to be filled in 2027