



**WEST VALLEY WATER DISTRICT  
855 W. BASE LINE ROAD RIALTO, CA  
PH: (909) 875-1804 FAX: (909) 875-1849**

**BOARD MEETING  
AGENDA**

**THURSDAY, FEBRUARY 20, 2020  
CLOSED SESSION - 6:00 PM • OPEN SESSION – 7:00 PM**

**BOARD OF DIRECTORS**

**Channing Hawkins, President  
Kyle Crowther, Vice President  
Dr. Michael Taylor, Director  
Greg Young, Director  
Dr. Clifford Young, Director**

---

**"In order to comply with legal requirements for posting of agendas, only those items filed with the District Secretary's office by noon, on Wednesday prior to the following Thursday meeting, not requiring departmental investigation, will be considered by the Board of Directors."**

---

**OPENING CEREMONIES**

Pledge of Allegiance  
Opening Prayer  
Call to Order  
Roll Call of Board Members

**ADOPT AGENDA**

**PRESENTATIONS**

1. Rialto Unified School District Science Fair Participants Recognition
2. Lions Club 2020 Student Speaker Contest Participants Recognition
3. Senate Bill 998 Update

## **PUBLIC PARTICIPATION**

*Any person wishing to speak to the Board of Directors on matters listed or not listed on the agenda, within its jurisdiction, is asked to complete a Speaker Card and submit it to the District Clerk. Each speaker is limited to three (3) minutes. Under the State of California Brown Act, the Board of Directors is prohibited from discussing or taking action on any item not listed on the posted agenda. Comments related to noticed Public Hearing(s) and Business Matters will be heard during the occurrence of the item.*

***Public communication is the time for anyone to address the Board on any agenda item or anything under the jurisdiction of the District. Also, please remember that no disruptions from the crowd will be tolerated. If someone disrupts the meeting, they will be removed.***

## **CONSENT CALENDAR**

*All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the Board of Directors, Staff Member, or any member of the public request a specific item(s) be removed for separate action.*

### **Consideration of:**

4. Monthly Cash Disbursement Reports as of December 2019 and January 2020.
5. WVWD Monthly Financial Reports as of December 2019 and January 2020.
6. January 2020 Purchase Order Report.
7. Treasurer Reports as of October 2019 thru January 2020.
8. Consider Water System Infrastructure Installation and Conveyance Agreement with MV AMCV, LLC for Arrowhead Meadows Tract No. 18827.
9. Consider Grant of Easement from SC Fontana Development Company, LLC for Tract Nos. 17039 and 17039-1.
10. Consider an Agreement with ERS Industrial Services, Inc. for FBR Filter Underdrain Repair Project.
11. Consider Repairing Reservoir 3-A-1 Joints from RSH Construction Services.
12. Authorization to Approve Change Order No. 2 With Merlin Johnson Construction, Inc. For Well 41 Ion Exchange Treatment Project Pre-Filter Installation.
13. Consider an Agreement with Fil-Trek Corporation for The Well 41 Ion Exchange Treatment Project Pre-Filter and Cartridges.

## **BUSINESS MATTERS**

### **Consideration of:**

14. Us Bank Credit Card Program (Cal Card).
15. Authorization for Signatory Changes.
16. Other Post Employee Benefits (OPEB) as of June 30, 2018, Completed August 12, 2019.
17. Request for Critical Need Payroll Position.
18. Consider Purchasing Meter Box Lids as Part of the Automatic Meter Reading (AMR) Project from Western Water Works Supply Company.
19. Emergency Request for CIP Budget Amendment to Facilitate Additional Maximo User Licensing and Hosting Services with Polaris Solutions.
20. Approval of Payment for Final Invoices from MV Cheng & Associates Inc. for Financial Consulting Services.
21. Approval of payment to Albright, Yee and Schmit, APC for professional services rendered in November 2019, December 2019 and January 2020. Invoice No. 26158: \$16,799.71, Invoice No. 26159: \$1,235.16, Invoice No. 26197: \$1464.75, Invoice No. 26198: \$24,574.01 and Invoice No. 26199: \$216.82.
22. Approval of payment to Law Offices of Willoughby & Associates for professional services rendered in July 2019, Invoice No. 2002: \$8,720.00 and August 2019, Invoice No. 2007: \$2,420.00.

### **REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).**

- **Board Members**
  - **Legal Counsel**
  - **General Manager**
- ❖ 93 days without a “Lost Time” claim.

### **UPCOMING MEETINGS**

- February 21-22, 2020 - USC Price Executive Sustainability Forum (February 21st session will take place in Cathedral City, CA and February 22nd session will take place in Palm Springs, CA)

- February 28, 2020 - CSU, San Bernardino Black Faculty, Staff and Student Associations 8th Annual Pioneer Breakfast at 9:00 AM-11:00 AM at the Santos Manuel Student Union Event Center
- February 25-27, 2020 - ACWA 2020 Conference in Washington, DC
- March 3, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:30 PM at 380 E. Vanderbilt Way, San Bernardino, CA
- March 3, 2020 - Bloomington Municipal Advisory Council Meeting at 6:30 PM at 1813 Valley Blvd., Bloomington, CA
- March 5, 2020 - West Valley Water District Board of Directors Meeting at 6:00 PM at the District Headquarters
- March 9, 2020 - West Valley Water District Human Resources Committee Meeting at 6:00 PM at the District Headquarters
- March 10, 2020 - West Valley Water District Safety and Technology Committee Meeting at 6:00 PM at the District Headquarters
- March 11, 2020 - West Valley Water District Finance Committee Meeting at 1:00 PM at the District Headquarters
- March 11, 2020 - West Valley Water District Engineering, Operations and Planning Committee Meeting at 6:00 PM at the District Headquarters
- March 12, 2020 - West Valley Water District External Affairs Committee Meeting at 6:00 PM at the District Headquarters
- March 11-13, 2020 - ACWA Lower Colorado River Tour
- March 12, 2020 - ACWA Legislative Symposium in Sacramento, CA
- March 19, 2020 - West Valley Water District Board of Directors Meeting at 6:30 PM (Closed Session at 6:00 PM) at the District Headquarters
- March 24-26, 2020 - Imagine H2O Water Innovation Week 2020 Conference in San Francisco, CA

## **CLOSED SESSION**

- CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Number of Cases: Nine (9)
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION Pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9 Case Name:

Clifford Young, Patricia Romero, Naisha Davis, West Valley Water District v. Tafoya and Garcia, et al. Case No.: 19STCV05677

- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION Pursuant to paragraph one (1) of subdivision (d) of Government Code Section 54956.9 Case Name: Kenny Hernandez v. West Valley Water District San Bernardino County Case No.: CS1825805
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Cal. Gov. Code Section 54957(b)(1) Title:  
General Manager  
General Counsel

## ADJOURN

### DECLARATION OF POSTING:

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Agenda at the District Offices on February 17, 2020.



Crystal L. Escalera, Board Secretary

### Please Note:

Material related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District's office located at 855 W. Baseline, Rialto, during normal business hours. Also, such documents are available on the District's website at [www.wvwd.org](http://www.wvwd.org) subject to staff's ability to post the documents before the meeting.

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in the above-agendized public meeting should be directed to Crystal Escalera, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Escalera may be contacted by telephone at (909) 875-1804 ext. 704, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** MONTHLY CASH DISBURSEMENT REPORTS AS OF DECEMBER 2019  
AND JANUARY 2020

---

**BACKGROUND:**

The Board of Directors requested the Monthly Cash Disbursements Report for review and discussion. The reports are being produced from the District's Financial System (System of Records) and was presented to the Finance Committee on February 12, 2020.

**DISCUSSION:**

Each month, the Accounting Department provides a complete listing of all disbursements for the previous month in an effort to promote fiscal responsibility and accountability over the expenditure of public funds. This process includes providing the Finance Committee, Board of Directors and ratepayers the opportunity to review expenses for supplies, materials, services, and payroll Disbursements. Payroll is processed bi-weekly and accounts payable is processed weekly. Information to justify each payment is available through the Accounting Department. For reference, Customer Refunds are credits due as a result of closing a water account.

**FISCAL IMPACT:**

None.

**STAFF RECOMMENDATION:**

That the Board of Directors to receive and file the WVWD Monthly Cash Disbursements Reports as of December 2019 and January 2020.

Respectfully Submitted,

Clarence C. Mansell Jr.

---

Clarence Mansell Jr, General Manager

sm

**ATTACHMENT(S):**

1. 2019 December Cash Disbursements Board Report
2. 2020 January Cash Disbursements Board Report

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4260	BRENNTAG PACIFIC INC	FBR CHEMICALS	12,256.72	
4261	THE FIELLO GROUP LLC	DISTRICT REPAIR/MAINTENANCE	16.47	
4262	FASTENAL COMPANY	SHOP SUPPLIES	119.21	
4262	FASTENAL COMPANY	SHOP SUPPLIES	107.08	
4262	FASTENAL COMPANY	SHOP SUPPLIES	204.18	
4262	FASTENAL COMPANY	SHOP SUPPLIES	264.80	
4263	HASA INC.	WELL 42 CHEMICALS	235.30	
4264	INLAND DESERT SECURITY	ANSWERING SERVICE	491.45	
4265	MAGNETROL INTERNATIONAL, INC.	WTP REPAIRS/MAINTENANCE	2,238.24	
4266	RATTLE TECH LLC	WEBSITE SUPPORT-AUGUST 2019	500.00	
4266	RATTLE TECH LLC	WEBSITE SUPPORT-SEPTEMBER 2019	500.00	
4266	RATTLE TECH LLC	WEBSITE SUPPORT-OCTOBER 2019	500.00	
4267	SB VALLEY MUNICIPAL	Baseline Electric Bill September 2019	51,857.72	
4267	SB VALLEY MUNICIPAL	Baseline Feeder Electric Bill October 2019	57,566.38	
4268	YOUNG, CLIFFORD	DECEMBER CALPERS LTC	527.91	
4270	CALIFORNIA SURVEYING & DRAFT SUPPLY	METERS/AMR PROGRAM	230.18	
4271	CDW GOVERNMENT INC	COMPUTER SUPPLIES	4,198.23	
4271	CDW GOVERNMENT INC	COMPUTER SUPPLIES	206.34	
4271	CDW GOVERNMENT INC	COMPUTER SUPPLIES	3,718.57	
4271	CDW GOVERNMENT INC	COMPUTER SUPPLIES	344.35	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	10.00	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	182.25	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	6.75	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	40.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	40.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	706.75	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	42.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES- WELLS	45.75	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	20.25	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	128.25	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	15.75	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	103.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	13.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	13.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	40.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	40.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	94.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	87.75	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	13.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	15.75	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	1,779.00	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FXB	249.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	169.25	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	295.25	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FXB	249.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	169.25	



**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	262.50	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	35.00	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4272	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4274	COMPUTERIZED EMBROIDERY COMPANY INC	UNIFORMS-CUSTOMER SERVICE DEPARTMENT	110.92	
4274	COMPUTERIZED EMBROIDERY COMPANY INC	UNIFORMS-CUSTOMER SERVICE DEPARTMENT	104.45	
4274	COMPUTERIZED EMBROIDERY COMPANY INC	UNIFORMS-CUSTOMER SERVICE DEPARTMENT	117.38	
4274	COMPUTERIZED EMBROIDERY COMPANY INC	UNIFORMS-CUSTOMER SERVICE DEPARTMENT	141.09	
4274	COMPUTERIZED EMBROIDERY COMPANY INC	UNIFORMS-CUSTOMER SERVICE DEPARTMENT	99.08	
4274	COMPUTERIZED EMBROIDERY COMPANY INC	UNIFORMS-CUSTOMER SERVICE DEPARTMENT	100.15	
4274	COMPUTERIZED EMBROIDERY COMPANY INC	UNIFORMS-CUSTOMER SERVICE DEPARTMENT	144.34	
4274	COMPUTERIZED EMBROIDERY COMPANY INC	UNIFORMS-BILL KRUEGER	315.60	
4275	CRB SECURITY SOLUTIONS	FBR REPAIR/MAINTENANCE	380.00	
4276	FASTENAL COMPANY	SHOP SUPPLY	11.84	
4277	HASA INC.	WELL 4 CHEMICALS	94.40	
4277	HASA INC.	WTP CHEMICALS	3,037.48	
4278	KVAC ENVIRONMENTAL SERVICES INC	ARSENIC SLUDGE DISPOSAL	3,263.04	
4279	MCMASTER-CARR SUPPLY COMPANY	WTP REPAIR/MAINTENANCE	119.86	
4279	MCMASTER-CARR SUPPLY COMPANY	WTP REPAIR/MAINTENANCE	65.81	
4279	MCMASTER-CARR SUPPLY COMPANY	WTP REPAIR/MAINTENANCE	45.17	
4279	MCMASTER-CARR SUPPLY COMPANY	WTP REPAIR/MAINTENANCE	33.34	
4279	MCMASTER-CARR SUPPLY COMPANY	WTP REPAIR/MAINTENANCE	121.36	
4279	MCMASTER-CARR SUPPLY COMPANY	WTP REPAIR/MAINTENANCE	59.15	
4280	RAMCO RECYCLED AGGREGATE MATERIALS	SHOP SUPPLIES	82.17	
4280	RAMCO RECYCLED AGGREGATE MATERIALS	SHOP SUPPLIES	63.03	
4280	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	125.00	
4280	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	250.00	
4280	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	125.00	
4281	SAMBA HOLDINGS INC	HR SERVICES-DRIVER MONITORING	106.25	
4282	SB VALLEY MUNICIPAL	JULY-BASELINE FEEDER	2,200.00	
4282	SB VALLEY MUNICIPAL	AUGUST-BASELINE FEEDER	2,200.00	
4282	SB VALLEY MUNICIPAL	SEPTEMBER BASELINE FEEDER	2,200.00	
4282	SB VALLEY MUNICIPAL	JULY-BASELINE FEEDER	26,794.07	
4282	SB VALLEY MUNICIPAL	AUGUST-BASELINE FEEDER	26,794.07	
4282	SB VALLEY MUNICIPAL	SEPTEMBER BASELINE FEEDER	26,794.07	
4282	SB VALLEY MUNICIPAL	JULY-BASELINE FEEDER	10,747.71	
4282	SB VALLEY MUNICIPAL	AUGUST-BASELINE FEEDER	34,887.34	
4282	SB VALLEY MUNICIPAL	SEPTEMBER BASELINE FEEDER	46,061.34	
4283	JACK L SHARP SR	DISTRICT MAINTENANCE-NOVEMBER	185.00	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.83	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.18	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.29	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.35	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.92	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.41	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.54	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.73	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.18	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.41	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.35	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.29	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.73	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.83	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.92	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.54	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.29	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.18	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.92	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.83	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.35	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	5.73	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.41	
4284	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.54	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	5.34	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	4.28	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	4.28	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	5.34	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	5.34	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	4.28	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	4.93	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	5.40	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	4.93	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	5.40	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	5.40	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-FBR	4.93	
4284	UNIFIRST CORPORATION	WTP JANITORIAL SERVICES	95.16	
4284	UNIFIRST CORPORATION	WTP JANITORIAL SERVICES	95.16	
4284	UNIFIRST CORPORATION	WTP JANITORIAL SERVICES	95.16	
4284	UNIFIRST CORPORATION	WTP JANITORIAL SERVICES	95.16	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	5.40	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	4.40	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	4.40	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	5.40	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	4.40	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-WTP	5.40	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.30	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.48	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
 DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.38	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.30	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.38	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.48	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.50	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.30	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.39	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.48	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.38	
4284	UNIFIRST CORPORATION	UNIFORMS-ASSET MANAGEMENT	5.30	
4284	UNIFIRST CORPORATION	UNIFORMS-ASSET MANAGEMENT	5.30	
4284	UNIFIRST CORPORATION	UNIFORMS-ASSET MANAGEMENT	5.30	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.29	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	4.89	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.44	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.42	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	4.20	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.48	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.23	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	4.20	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.23	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	93.75	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.48	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.44	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.42	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.29	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.42	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.44	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.29	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.23	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	4.20	
4284	UNIFIRST CORPORATION	UNIFORMS-METERS	5.48	
4284	UNIFIRST CORPORATION	JANITORIAL SERVICES	236.48	
4284	UNIFIRST CORPORATION	JANITORIAL SERVICES	236.48	
4284	UNIFIRST CORPORATION	JANITORIAL SERVICES	236.48	
4284	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	4.22	
4284	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	4.28	
4284	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	4.22	
4284	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	4.28	
4284	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	4.28	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4284	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	4.22	
4284	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	4.22	
4284	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	4.28	
4284	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	5.89	
4284	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	52.42	
4284	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	4.51	
4284	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	6.74	
4289	ALBERT A WEBB ASSOCIATES	ENGINEERING SERVICES		660.00
4289	ALBERT A WEBB ASSOCIATES	ENGINEERING SERVICES		462.50
4290	BRENTAG PACIFIC INC	FBR CHEMICALS	12,487.87	
4291	CALIFORNIA LANDSCAPE & DESIGN INC.	LANDSCAPE MAINTENANCE SERVICE	4,669.00	
4291	CALIFORNIA LANDSCAPE & DESIGN INC.	LANDSCAPE MAINTENANCE SERVICE	1,250.00	
4292	KAREN I ZACHARIAS	ARTIFICIAL PLANTS FOR CS FOYER RENOVATION		1,252.63
4293	CHANDLER ASSET MANAGEMENT	CONSULTANTS-NOVEMBER 2019	1,067.09	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	31.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	36.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	36.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	31.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	575.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	135.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	10.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	20.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	182.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	47.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	10.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	25.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	25.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	13.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	44.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	67.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	60.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	25.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	575.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	18.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	47.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	15.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	129.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	141.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	262.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	6.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	15.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	35.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FXB	249.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELL 6	165.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELL 11	140.75	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	169.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	497.75	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	25.00	
4294	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	26.75	
4296	DIAMOND ENVIRONMENTAL SERVICES LLC	PORTABLE RESTROOM RENTAL	108.21	
4297	ENGINEERING RESOURCES INC	ENGINEERING SERVICES		4,340.00
4297	ENGINEERING RESOURCES INC	ENGINEERING SERVICES		5,004.00
4297	ENGINEERING RESOURCES INC	ENGINEERING SERVICES		14,555.50
4297	ENGINEERING RESOURCES INC	ENGINEERING SERVICES		1,230.00
4298	ERS INDUSTRIAL SERVICES INC.	WTP FILTER REPAIR	9,840.00	
4299	GENERAL PUMP COMPANY INC	FBR REPAIR/MAINTENANCE	20,463.46	
4300	HASA INC.	WTP CHEMICALS	3,037.48	
4301	INFOSEND INC	ONLINE BILLER - NOV 2019	426.44	
4301	INFOSEND INC	ONLINE BILLER - NOV 2019	434.95	
4301	INFOSEND INC	ONLINE BILLER - NOV 2019	275.00	
4301	INFOSEND INC	ONLINE BILLER - NOV 2019	25.00	
4301	INFOSEND INC	ONLINE BILLER - NOV 2019	627.00	
4302	LOS ANGELES COUNTY PUBLIC SAFETY	CONSULTING SERVICES	6,900.00	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	149.83	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	277.35	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	327.20	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	32.54	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	466.51	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	423.58	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	294.22	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	222.73	
4303	MCMaster-CARR SUPPLY COMPANY	FBR SUPPLIES	142.37	
4303	MCMaster-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	990.69	
4304	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	125.00	
4305	SB VALLEY MUNICIPAL	BASELINE FEEDER ELECTRIC BILL-AUGUST 2019	50,017.56	
4306	HASA INC.	BLF CHEMICALS	1,401.94	
4306	HASA INC.	BLF CHEMICALS	1,831.67	
4306	HASA INC.	BLF CHEMICALS	1,018.69	
4307	INLAND DESERT SECURITY	ANSWERING SERVICE	513.20	
4308	RAMCO RECYCLED AGGREGATE MATERIALS	SHOP SUPPLIES	342.58	
4308	RAMCO RECYCLED AGGREGATE MATERIALS	SHOP SUPPLIES	192.20	
4308	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	375.00	
4308	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	375.00	
4309	SB VALLEY MUNICIPAL	BASELINE FEEDER-OCTOBER	2,200.00	
4309	SB VALLEY MUNICIPAL	BASELINE FEEDER-OCTOBER	26,794.07	
4309	SB VALLEY MUNICIPAL	BASELINE FEEDER-OCTOBER	52,996.47	
76720	AIRGAS USA LLC	FBR CHEMICALS	124.06	
76720	AIRGAS USA LLC	SHOP SUPPLIES	207.15	
76721	AMERICAN WRECKING, INC	CUSTOMER REFUND: 90795-42006	1,444.88	
76722	ARELLANO, OTILIO/MARGARITA S	CUSTOMER REFUND: 61943-14666	45.34	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76723	ASBCSD	SPECIAL DISTRICTS DINNER 10/21/19	35.00	
76724	AUTOMATED GATE SERVICES INC	DISTRICT REPAIR/MAINTENACE	4,175.00	
76725	BADGER DAYLIGHTING	CUSTOMER REFUND: 91077-44382-2ND	732.81	
76726	BLASCO REAL ESTATE	CUSTOMER REFUND: 44263-40964-2ND	36.04	
76727	BONNELL, VENDELL	CUSTOMER REFUND: 65073-6080	24.55	
76728	BURRTEC WASTE INDUSTRIES INC	WTP DISPOSAL FEES	242.91	
76728	BURRTEC WASTE INDUSTRIES INC	DISPOSAL FEES	661.91	
76729	CEMEX INC	SHOP SUPPLIES	129.89	
76730	CHAPPELL, HENRY/JAZZLYN REID	CUSTOMER REFUND: 90443-25228	14.51	
76731	CHR SERVICES	HR TRAINING	1,440.00	
76731	CHR SERVICES	HR TRAINING	960.00	
76732	CINTAS CORPORATION	JANITORIAL SERVICES	146.88	
76732	CINTAS CORPORATION	JANITORIAL SERVICES	358.69	
76733	CITY OF RIALTO	NOVEMBER UTILITY USER TAX	48,979.05	
76733	CITY OF RIALTO	NOVEMBER UTILITY USER TAX	(128.09)	
76734	DAN'S LAWNMOVER CENTER	EQUIPMENT REPAIR/MAINTENANCE	353.92	
76735	FEDEX	SHIPPING FEES	42.68	
76736	FERRIS, RUSSELL	CUSTOMER REFUND: 47951-26930	42.24	
76737	FISH WINDOW CLEANING	WINDOW CLEANING 11/19/19	45.00	
76738	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46728	19.29	
76738	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-45532	27.02	
76738	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-45532	13.92	
76738	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-45532	140.00	
76739	GARCIA, APRYL T.	CUSTOMER REFUND: 83391-25488	55.39	
76740	GARIBAY, JESSICA	CUSTOMER REFUND: 80571-2282-2ND	8.52	
76741	GOLD COAST ENVIRONMENTAL	FLOW METER SERVICE/CONSULTANTS	500.00	
76741	GOLD COAST ENVIRONMENTAL	WTP REPAIR/MAINTENANCE	500.00	
76741	GOLD COAST ENVIRONMENTAL	WTP REPAIR/MAINTENANCE	127.50	
76742	GRAINGER INC	FBR SUPPLIES	72.26	
76742	GRAINGER INC	FBR SUPPLIES	400.18	
76743	GUDINO, MARIA	CUSTOMER REFUND: 51023-8342	69.43	
76744	HERNANDEZ, RICARDO J	CUSTOMER REFUND: 80211-1890	62.87	
76745	HUB CONSTRUCTION SPECIALTIES	TOOLS	1,550.41	
76746	INNOVYZE INC	CONTRACTS/LICENSING	1,685.00	
76747	KEHL, BARRETT/KAREN	CUSTOMER REFUND: 86825-43620-2ND	26.14	
76748	KHOVNANIAN HOMES	CUSTOMER REFUND: 95451-46296	24.73	
76748	KHOVNANIAN HOMES	CUSTOMER REFUND: 95451-46296	60.00	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	43.69	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	41.39	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	10.77	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	0.67	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	43.48	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	41.39	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	39.09	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	34.49	
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	33.07	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
76749	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46422	45.82	
76750	LENNAR HOMES	CUSTOMER REFUND: 45173-46222	45.82	
76750	LENNAR HOMES	CUSTOMER REFUND: 45173-46222	43.69	
76750	LENNAR HOMES	CUSTOMER REFUND: 45173-46222	43.69	
76750	LENNAR HOMES	CUSTOMER REFUND: 45173-46222	0.04	
76750	LENNAR HOMES	CUSTOMER REFUND: 45173-46222	41.59	
76751	LOMINARIO, RANDOLPH	CUSTOMER REFUND: 29341-28996	45.08	
76752	MARTINEZ, CHRISTINA M	CUSTOMER REFUND: 94433-7578-2ND	28.59	
76753	MATA, CELIA L	CUSTOMER REFUND: 57385-25140	24.83	
76754	MCCALLS METERS INC	METERS/AMRS TESTING	40.00	
76755	MIMS, JERMAINE	CUSTOMER REFUND: 7347-7992-3RD	20.00	
76756	MONTELONGO, ERNEST	SAFETY BOOTS REIMBURSEMENT	200.00	
76757	NAVARRO, MARIO	CUSTOMER REFUND: 59765-8948-2ND	60.65	
76758	NEW PIG CORPORATION	FBR SUPPLIES	1,436.95	
76759	NORTH AMERICAN STAINLESS	CUSTOMER REFUND: 37975-37262-3RD	50.30	
76759	NORTH AMERICAN STAINLESS	CUSTOMER REFUND: 37975-37262-3RD	81.35	
76760	NUNEZ, JOSE	CUSTOMER REFUND: 95309-21004	15.19	
76761	OLDCASTLE INFRASTRUCTURE INC	INVENTORY	13,949.87	
76761	OLDCASTLE INFRASTRUCTURE INC	INVENTORY	9,493.85	
76762	O'REILLY AUTO PARTS	VEHICLE MAINTENACE	79.55	
76763	PG MECHANICAL	VEHICLES MAINTENANCE	475.00	
76764	QUINN COMPANY	GENERATOR MAINTENANCE	328.45	
76764	QUINN COMPANY	EQUIPMENT REPAIR/MAINTENANCE	75.82	
76765	RIGGI, PHILIP	CUSTOMER REFUND: 91321-32256	67.41	
76766	RIVERSIDE CONSTRUCTION	CUSTOMER REFUND: 91693-45228	140.00	
76767	ROAD READY REGISTRATION INC	DMV SERVICE FEES	1,491.00	
76768	ROYAL INDUSTRIAL SOLUTIONS	FBR REPAIR/MAINTENANCE	28.28	
76768	ROYAL INDUSTRIAL SOLUTIONS	FBR REPAIR/MAINTENANCE	381.05	
76769	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	8.00	
76770	SCARBOROUGH, KATHLEEN E.	CUSTOMER REFUND: 32423-31940	117.78	
76771	SINGH, HADASEN/SOMSAWAT	CUSTOMER REFUND: 61665-36376-4TH	50.11	
76772	SO CALIFORNIA EDISON	Edison bill for 5-2 Booster	254.14	
76772	SO CALIFORNIA EDISON	Edison bill for Well 17	210.63	
76773	SOUTH COAST AQMD	PERMIT FEES	421.02	
76773	SOUTH COAST AQMD	PERMIT FEES	421.02	
76773	SOUTH COAST AQMD	PERMIT FEES	124.46	
76773	SOUTH COAST AQMD	PERMIT FEES	421.02	
76773	SOUTH COAST AQMD	PERMIT FEES	421.02	
76773	SOUTH COAST AQMD	PERMIT FEES	421.02	
76773	SOUTH COAST AQMD	PERMIT FEES	1,507.95	
76774	TORRES, REBECCA/JOSE	CUSTOMER REFUND: 82867-8342	25.57	
76775	TOTALFUNDS	POSTAGE METER	259.11	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	1,386.00	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	1,588.65	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	1,462.00	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	584.85	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	10,761.45	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	1,153.95	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	2,231.25	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	3,150.00	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	5,511.45	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	1,877.40	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	525.00	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	2,886.45	
76776	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE 10/01/19-09/30/20	288.75	
76776	TYLER TECHNOLOGIES INC	CREDIT - INVENTORY CONTROLS		(20,803.75)
76777	UNIVAR USA INC	FBR CHEMICALS	2,826.82	
76778	VON KLEIST, PETER ROBIN	CUSTOMER REFUND: 78981-41720	13.87	
76779	WESTECH ENGINEERING INC	WTP CHLORINATION EQUIPMENT	5,545.00	
76780	YO FIRE	CHLORINATION EQUIPMENT	1,956.74	
76781	ACEVEDO, RICARDO	CUSTOMER REFUND: 39951-33068	56.74	
76782	ARVIZU, ERICA	CUSTOMER REFUND: 93895-16994	45.49	
76783	AVALOS, ARISTIDES	CUSTOMER REFUND: 89255-5456	44.84	
76784	CABEZAS CARILLO, NANCY CECILIA	CUSTOMER REFUND: 95663-21818	23.61	
76785	CARCELEN, JORGE	CUSTOMER REFUND: 5655-45688	1,637.23	
76786	CDRE HOLDINGS 10 LLC	CUSTOMER REFUND	35.88	
76787	CENTURY 21 LOIS LAUER REALTY	CUSTOMER REFUND: 55919-41586	59.04	
76788	CHAU, MICHAEL	CUSTOMER REFUND: 96841-28090	36.26	
76789	CLARKS, DEBBIE	CUSTOMER REFUND: 27613-29270	53.67	
76790	CLEESSEN, GARY	CUSTOMER REFUND: 15559-15882	130.91	
76791	CORTEZ, MANUEL	CUSTOMER REFUND: 58649-4080	50.58	
76792	CROCKETT, GLORIA M. & TYRONE	CUSTOMER REFUND: 89059-40340	45.24	
76793	CRUZ, JOSE	CUSTOMER REFUND: 93701-39848	34.31	
76794	DEEHRING, WAYNE & JENNIFER	CUSTOMER REFUND: 73413-25154	51.24	
76795	DUNN FAMILY TRUST	CUSTOMER REFUND: 96425-4108	39.37	
76796	EGGLESTON, KRISTIN	CUSTOMER REFUND: 80447-7268	13.95	
76797	EPHRIAM, RAYMOND	CUSTOMER REFUND	65.87	
76798	FLORES, ISIDRO	CUSTOMER REFUND: 89729-12084	12.02	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46732	11.50	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46732	15.98	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46732	13.85	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46732	11.72	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46732	11.57	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-45864	23.62	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-45864	23.62	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46556	13.93	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46738-2ND	33.07	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46738-2ND	33.07	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46738-2ND	28.59	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46738-2ND	28.59	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46738-2ND	30.72	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46738-2ND	30.72	
76799	FRONTIER COMMUNITIES	CUSTOMER REFUND: 92199-46738-2ND	28.59	
76800	FUENTES, EDUARDO/ ROSALINDA	CUSTOMER REFUND: 14299-14666	91.91	
76801	GLICK,BRIAN	CUSTOMER REFUND: 90395-41788	32.91	
76802	GOMEZ, LOUIS & GLORIA	CUSTOMER REFUND: 75601-41038	30.78	
76803	GONZALEZ, MICHAEL	CUSTOMER REFUND: 95021-23838	29.98	
76804	GUSHUE REAL ESTATE	CUSTOMER REFUND: 94453-31594	95.00	
76805	HELTON, WAYNE	CUSTOMER REFUND: 67525-19074	11.80	
76806	HERNANDEZ, VICTOR	CUSTOMER REFUND: 91739-5218	54.18	
76807	HILARIO, MELINDA/ JUNE	CUSTOMER REFUND: 83721-7990	11.82	
76808	IBARRA, ELIZABETH	CUSTOMER REFUND: 87623-25170	17.55	
76809	INLAND EMPIRE PROPERTY MNGMNT	CUSTOMER REFUND: 61759-15540	62.96	
76810	INLAND VALLEY CONTRACTING	CUSTOMER REFUND: 93587-45692	1,393.08	
76810	INLAND VALLEY CONTRACTING	CUSTOMER REFUND: 93587-45692-2ND	274.65	
76811	JACKSON, NARVOLEAN	CUSTOMER REFUND: 85035-2158	70.28	



**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
76812	JONES, ROBERT J.	CUSTOMER REFUND: 95927-6680	39.06	
76813	KEN SCOTT REAL ESTATE	CUSTOMER REFUND: 65613-25572	51.03	
76813	KEN SCOTT REAL ESTATE	CUSTOMER REFUND: 65613-25572-2ND	24.34	
76814	KHOVNANIAN HOMES	CUSTOMER REFUND: 95451-46488	21.57	
76814	KHOVNANIAN HOMES	CUSTOMER REFUND: 95451-46508	39.20	
76814	KHOVNANIAN HOMES	CUSTOMER REFUND: 95451-46508	37.00	
76814	KHOVNANIAN HOMES	CUSTOMER REFUND: 95451-46508	30.46	
76814	KHOVNANIAN HOMES	CUSTOMER REFUND: 95451-46508	12.90	
76815	LA OPEN REAL ESTATE	CUSTOMER REFUND: 94251-10742	67.61	
76816	LAKE PLACE HOMES	CUSTOMER REFUND: 96135-19202	20.26	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46238	13.70	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46022	17.46	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46312	2.07	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46312	4.37	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	46.92	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	26.96	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	35.95	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	40.38	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	41.39	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	33.07	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	1.04	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	3.35	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	6.63	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	10.65	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	15.67	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	16.75	
76817	LENNAR COMMUNITIES	CUSTOMER REFUND: 91757-46428	42.43	
76818	LENNAR HOMES	CUSTOMER REFUND: 45173-46442	4.37	
76818	LENNAR HOMES	CUSTOMER REFUND: 45173-46442	22.74	
76818	LENNAR HOMES	CUSTOMER REFUND: 45173-46448	10.84	
76818	LENNAR HOMES	CUSTOMER REFUND: 45173-46446	15.03	
76818	LENNAR HOMES	CUSTOMER REFUND: 45173-46446	10.77	
76818	LENNAR HOMES	CUSTOMER REFUND: 45173-46450	0.77	
76819	LEW, KWAI	CUSTOMER REFUND: 96635-36536	63.41	
76820	LOPEZ, JONATHAN	CUSTOMER REFUND: 92161-11760	36.12	
76820	LOPEZ, JONATHAN	CUSTOMER REFUND: 92161-11760-2ND	42.39	
76821	MIMS, JERMAINE	CUSTOMER REFUND: 7347-7992-4TH	20.00	
76822	PROLOGIS LP	CUSTOMER REFUND: 93897-46304	13.87	
76822	PROLOGIS LP	CUSTOMER REFUND: 93897-46304-2ND	76.69	
76822	PROLOGIS LP	CUSTOMER REFUND: 93897-46304-2ND	53.60	
76823	RAMIREZ, NICOLE M.	CUSTOMER REFUND: 89613-29258	26.66	
76824	REGIS, STACIE/DONALD JR	CUSTOMER REFUND: 51791-7476	19.62	
76825	SPH ONE, LLLP	CUSTOMER REFUND: 96111-40022	28.71	
76826	SRD ENGINEERING INC	CUSTOMER REFUND: 96613-45806	1,653.14	
76827	STEWART, ANNABELLE D.	CUSTOMER REFUND: 96025-8694	95.00	
76828	SUPERIOR PROPERTY MANAGEMENT	CUSTOMER REFUND: 64731-20370	48.90	
76829	SZLANTA, HALINA	CUSTOMER REFUND: 61837-38756	25.76	
76830	SZWED, JERZY	CUSTOMER REFUND: 96619-16394	67.70	
76831	TANJAUJKIO, ROBERTINO	CUSTOMER REFUND: 87785-41536	70.95	
76832	TRAMMELL CROW COMPANY	CUSTOMER REFUND: 91363-45054-2ND	70.02	
76832	TRAMMELL CROW COMPANY	CUSTOMER REFUND: 91363-45054-2ND	82.80	
76832	TRAMMELL CROW COMPANY	CUSTOMER REFUND: 91363-45054-2ND	85.88	
76832	TRAMMELL CROW COMPANY	CUSTOMER REFUND: 91363-45054-3RD	140.00	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
76832	TRAMMELL CROW COMPANY	CUSTOMER REFUND: 91363-45054-3RD	35.01	
76832	TRAMMELL CROW COMPANY	CUSTOMER REFUND: 91363-45054-3RD	47.96	
76832	TRAMMELL CROW COMPANY	CUSTOMER REFUND: 91363-45054-3RD	54.12	
76832	TRAMMELL CROW COMPANY	CUSTOMER REFUND: 91363-45054-3RD	140.00	
76833	TROJAN CAPITAL INVESTMENTS	CUSTOMER REFUND: 86283-35036-3RD	5.84	
76834	VALLE, BRIAN M	CUSTOMER REFUND: 80721-42074	60.91	
76835	VILLEGAS, CYNTHIA	CUSTOMER REFUND: 82853-22724	57.52	
76836	WEST END GUN CLUB	CUSTOMER REFUND: 89945-44380	1,642.54	
76837	WHEELER PAVING INC	CUSTOMER REFUND: 67441-46204	1,755.91	
76838	WRIGHT REAL PROPERTY MGMT	CUSTOMER REFUND: 70513-30324	38.74	
76839	ZHANG, JOYCE	CUSTOMER REFUND: 58017-39738	36.51	
76840	ALEX J SOTO	DJ FOR EMPLOYEE HOLIDAY SEMINAR	400.00	
76841	AMAZON	WATER QUALITY CHEMICALS SUPPLIES	78.95	
76841	AMAZON	WATER QUALITY CHEMICALS SUPPLIES	75.95	
76841	AMAZON	WATER QUALITY CHEMICALS SUPPLIES	256.60	
76841	AMAZON	SHOP SUPPLIES	146.60	
76841	AMAZON	SHOP SUPPLIES	13.99	
76841	AMAZON	SHOP SUPPLIES	320.35	
76841	AMAZON	SHOP SUPPLIES	327.80	
76841	AMAZON	SHOP SUPPLIES	435.84	
76841	AMAZON	SHOP SUPPLIES	29.12	
76841	AMAZON	OFFICE SUPPLIES	55.16	
76841	AMAZON	OFFICE SUPPLIES	371.27	
76841	AMAZON	OFFICE SUPPLIES	197.65	
76841	AMAZON	OFFICE SUPPLIES	23.89	
76841	AMAZON	OFFICE SUPPLIES	98.27	
76841	AMAZON	OFFICE SUPPLIES	175.85	
76841	AMAZON	OFFICE SUPPLIES	55.64	
76841	AMAZON	OFFICE SUPPLIES	42.86	
76841	AMAZON	OFFICE SUPPLIES	288.76	
76841	AMAZON	OFFICE SUPPLIES	69.47	
76841	AMAZON	OFFICE SUPPLIES	18.15	
76841	AMAZON	OFFICE SUPPLIES	144.38	
76841	AMAZON	OFFICE SUPPLIES	11.95	
76841	AMAZON	OFFICE SUPPLIES	132.39	
76841	AMAZON	OFFICE SUPPLIES	30.12	
76841	AMAZON	OFFICE SUPPLIES	295.92	
76841	AMAZON	OFFICE SUPPLIES	13.94	
76841	AMAZON	OFFICE SUPPLIES	109.05	
76841	AMAZON	OFFICE SUPPLIES	115.52	
76841	AMAZON	OFFICE SUPPLIES	0.74	
76841	AMAZON	FURNITURE/EQUIPMENT	323.22	
76841	AMAZON	FURNITURE/EQUIPMENT	164.90	
76841	AMAZON	VEHICLE MAINTENANCE	304.36	
76841	AMAZON	VEHICLE MAINTENANCE-CREDIT	(152.18)	
76841	AMAZON	VEHICLE MAINTENANCE	73.98	
76841	AMAZON	VEHICLE MAINTENANCE	137.58	
76841	AMAZON	COMPUTER SUPPLIES	9,234.18	
76841	AMAZON	COMPUTER SUPPLIES	1,127.80	
76841	AMAZON	COMPUTER SUPPLIES	1,646.46	
76843	AT&T	TELEMETRY LINE	67.47	
76843	AT&T	OFFICE MAIN LINE	286.70	
76844	AT&T INTERNET	INTERNET FEES	78.80	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
76845	AT&T LONG DISTANCE	LONG DISTANCE OFFICE/WTP	50.34	
76845	AT&T LONG DISTANCE	LONG DISTANCE OFFICE/WTP	60.94	
76846	BAE SYSTEMS APPLIED INTELLIGENCE	MAIL SERVICES OCTOBER 2019	2,626.81	
76847	CHINO BASIN WATERMASTER	Chino Basin Watermaster	13,537.93	
76848	CHR SERVICES	HR TRAINING	1,560.00	
76850	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE AGREEMENT	254.46	
76850	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE AGREEMENT	309.19	
76851	FLEET SERVICES INC	VEHICLE MAINTENANCE	72.96	
76852	FMB TRUCK OUTFITTERS, INC.	VEHICLE MAINTENANCE	13.95	
76853	GRAINGER INC	WTP REP/MAINT	266.49	
76854	HARDY & HARPER	PARKING STRIPING CUSTOMER SERVICE TRAILER		1,932.00
76855	HOME DEPOT	FBR REPAIRS/MAINTENANCE	481.51	
76855	HOME DEPOT	FBR REPAIRS/MAINTENANCE	423.08	
76855	HOME DEPOT	WTP REPAIRS/MAINTENANCE	487.40	
76855	HOME DEPOT	REPAIRS/MAINTENANCE DOMESTIC MAINS	281.23	
76855	HOME DEPOT	REPAIRS/MAINTENANCE FIRE HYDRANTS	161.58	
76856	JOHNSON'S HARDWARE INC	PRODUCTION REPAIR/MAINTENANCE	19.11	
76856	JOHNSON'S HARDWARE INC	PRODUCTION REPAIR/MAINTENANCE	29.66	
76856	JOHNSON'S HARDWARE INC	PRODUCTION REPAIR/MAINTENANCE	91.50	
76856	JOHNSON'S HARDWARE INC	PRODUCTION REPAIR/MAINTENANCE	34.46	
76856	JOHNSON'S HARDWARE INC	PRODUCTION REPAIR/MAINTENANCE	20.45	
76856	JOHNSON'S HARDWARE INC	PRODUCTION REPAIR/MAINTENANCE	54.93	
76856	JOHNSON'S HARDWARE INC	PRODUCTION REPAIR/MAINTENANCE	30.78	
76856	JOHNSON'S HARDWARE INC	PRODUCTION REPAIR/MAINTENANCE	7.53	
76856	JOHNSON'S HARDWARE INC	W.Q REPAIR/MAINTENANCE	33.35	
76856	JOHNSON'S HARDWARE INC	FBR REPAIR/MAINTENANCE	24.57	
76856	JOHNSON'S HARDWARE INC	FBR REPAIR/MAINTENANCE	34.80	
76856	JOHNSON'S HARDWARE INC	FBR REPAIR/MAINTENANCE	59.94	
76856	JOHNSON'S HARDWARE INC	FBR REPAIR/MAINTENANCE	18.31	
76856	JOHNSON'S HARDWARE INC	FBR REPAIR/MAINTENANCE	26.66	
76856	JOHNSON'S HARDWARE INC	FBR REPAIR/MAINTENANCE	124.30	
76856	JOHNSON'S HARDWARE INC	FBR REPAIR/MAINTENANCE	8.60	
76856	JOHNSON'S HARDWARE INC	FBR REPAIR/MAINTENANCE	34.20	
76856	JOHNSON'S HARDWARE INC	WTP REPAIR/MAINTENANCE	123.80	
76856	JOHNSON'S HARDWARE INC	WTP REPAIRS/MAINTENANCE	46.52	
76856	JOHNSON'S HARDWARE INC	T&D REPAIR/MAINTENANCE	55.92	
76856	JOHNSON'S HARDWARE INC	SHOP SUPPLIES	19.77	
76856	JOHNSON'S HARDWARE INC	SHOP SUPPLIES	25.81	
76857	KNOWLAND CONSTRUCTION SERVICES INC	CUSTOMER SERVICE FOYER INSPECTION SERVICE		3,920.00
76857	KNOWLAND CONSTRUCTION SERVICES INC	CUSTOMER SERVICE FOYER INSPECTION SERVICE		7,056.00
76858	LOWES	FBR REPAIRS/MAINTENANCE	446.07	
76859	OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	HR SERVICES	417.00	
76859	OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	HR SERVICES	520.00	
76859	OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	HR SERVICES	834.00	
76860	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE UNIT#104	289.05	
76860	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE UNIT#104-CORE CREDIT	(44.00)	
76861	ROYAL INDUSTRIAL SOLUTIONS	FBR REPAIR/MAINTENANCE	275.94	
76862	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	8.00	
76862	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	8.00	
76863	SO CAL LOCKSMITH / MARY K DUNSMORE	WTP REPAIRS/MAINTENANCE	34.31	
76865	THERMO ELECTRON NORTH AMERICA LLC	FBR MAINTENANCE	768.45	
76865	THERMO ELECTRON NORTH AMERICA LLC	FBR MAINTENANCE	1,369.88	
76865	THERMO ELECTRON NORTH AMERICA LLC	FBR MAINTENANCE	2,316.68	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
76866	TYLER TECHNOLOGIES INC	COMPUTER SOFTWARE		4,828.88
76866	TYLER TECHNOLOGIES INC	COMPUTER SOFTWARE		875.00
76867	UNITED STATES POSTAL SERVICE	REPLENISH POSTAGE METER	500.00	
76868	USA BLUEBOOK	WTP REPAIR/MAINTENANCE	490.54	
76868	USA BLUEBOOK	METERS-SHOP SUPPLIES	287.15	
76868	USA BLUEBOOK	AMR PROGRAM	24.54	
76868	USA BLUEBOOK	AMR PROGRAM	519.02	
76868	USA BLUEBOOK	AMR PROGRAM	3,668.68	
76869	YO FIRE	FBR SUPPLIES	12.71	
76869	YO FIRE	FBR SUPPLIES	90.73	
76869	YO FIRE	FBR SUPPLIES	37.24	
76869	YO FIRE	FBR SUPPLIES	27.05	
76869	YO FIRE	T&D RDOMESTIC MAINS	188.56	
76870	AQUA-METRIC SALES CO	INVENTORY	21,312.40	
76870	AQUA-METRIC SALES CO	INVENTORY	3,338.20	
76870	AQUA-METRIC SALES CO	METERS & AMRS PROGRAM	2,864.23	
76870	AQUA-METRIC SALES CO	METERS MXU'S	11,152.13	
76870	AQUA-METRIC SALES CO	METERS AMR'S	98.05	
76870	AQUA-METRIC SALES CO	METERS AMR'S	14,532.20	
76871	ASBCSD	DINNER MEETING-RICKEY	34.00	
76872	AT&T	WTP FIRE SERVICE	454.09	
76872	AT&T	CIRCUIT LINES	881.82	
76872	AT&T	CIRCUIT LINES	861.52	
76872	AT&T	OFFICE PHONES	842.10	
76872	AT&T	OFFICE MAIN LINE	2,593.32	
76872	AT&T	SOUTH SYSTEM OPERATIONS BLDG	656.72	
76873	AT&T MOBILITY	CELL PHONES	23.34	
76874	BABCOCK LABORATORIES, INC.	LAB FEES	1,130.00	
76875	BOOT BARN INC	SAFETY BOOTS JANET HARMAN	200.00	
76876	CALTEC CORP.	CONTRACTOR LABOR		121,435.12
76877	CHAMPION FIRE SYSTEMS, INC.	FIRE ALARM SYSTEM ANNUAL TEST		2,250.00
76878	CITY OF SAN BERNARDINO	LYTLE CREEK STREAMFLOW-NOVEMBER 2019	18,013.30	
76879	D & H WATER SYSTEMS, INC.	FBR CHLORINATION EQUIPMENT	499.59	
76880	DIGITAL IMAGE SOLUTIONS, LLC	COPIER MAINTENANCE	13.64	
76881	EBIX, INC.	HOPE HEALTH NEWSLETTERS	378.00	
76882	EL-CO CONTRACTORS INC	CONTRACTOR LABOR		352,172.60
76882	EL-CO CONTRACTORS INC	CONTRACTOR LABOR		118,345.30
76883	EMPLOYEE RELATIONS	HR RECRUITMENT	731.50	
76884	GRAINGER INC	FBR SUPPLIES	327.77	
76885	HAAKER EQUIPMENT COMPANY	EQUIPMENT REPAIR/MAINTENANCE	255.12	
76886	IEEAC	2020 MEMBERSHIP FEE	50.00	
76887	INLAND EMPIRE UTILITIES AGENCY	WATER-OCTOBER	3,140.80	
76887	INLAND EMPIRE UTILITIES AGENCY	WATER-OCTOBER	76,024.00	
76887	INLAND EMPIRE UTILITIES AGENCY	WATER-OCTOBER	88,451.00	
76888	LIEBERT CASSIDY WHITMORE	HR TRAINING	1,800.00	
76889	MELTWATER NEWS US INC	CONSULTANTS-SOCIAL MEDIA MONITORING	5,000.00	
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		24,195.51
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		592.00
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		8,268.39
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		505.21
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		1,680.00
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		6,010.00
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		330.00

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		4,948.73
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		3,948.46
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		4,176.58
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		3,728.45
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		7,249.03
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		1,286.59
76890	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		2,882.83
76891	NAVARRO, ANGELA	CONFERENCE REIMBURSEMENT	71.42	
76892	OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	HR SERVICES	417.00	
76892	OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	HR SERVICES	417.00	
76893	OLGUIN, RUDY	MEALS FOR CREW AFTER HOURS REIMBURSEMENT	172.35	
76894	PATTON SALES CORP	VEHICLE MAINTENANCE	66.90	
76895	RAY, CLIFFORD	T2 EXAM REIMBURSEMENT	65.00	
76896	RUHNAU CLARKE ARCHITECTS	ENGINEERING SERVICES		459.00
76896	RUHNAU CLARKE ARCHITECTS	ENGINEERING SERVICES		39.15
76897	SC COMMERCIAL LLC	UNLEADED FUEL	9,935.23	
76899	SO CALIFORNIA EDISON	BLF ELECTRIC	127.95	
76900	STATE WATER RESOURCES CONTROL BOARD	T2 CERTIFICATE-CLIFFORD RAY	60.00	
76901	STATE WATER RESOURCES CONTROL BOARD	WATER SYSTEM ANNUAL FEES	53,471.93	
76902	STATE WATER RESOURCES CONTROL BOARD	T2 CERTIFICATE-AARON HILLMAN	60.00	
76903	TERRYBERRY	SAFETY RECOGNITION SUPPLIES	519.88	
76903	TERRYBERRY	RECOGNITION SUPPLIES	130.05	
76904	TIME WARNER CABLE	CABLE SERVICE	115.92	
76905	TOTAL PLAN OF THE INLAND EMPIRE	QUIET ROOM FURNITURE		2,442.69
76906	USA BLUEBOOK	CHEMICALS	59.27	
76906	USA BLUEBOOK	CHEMICALS	74.48	
76906	USA BLUEBOOK	CHEMICALS	248.03	
76907	VERIZON WIRELESS PHONES	CELL PHONE	53.68	
76908	WIENHOFF DRUG TESTING	MEMBERSHIP FEE	525.00	
76909	YO FIRE	INVENTORY	19,323.09	
76909	YO FIRE	INVENTORY	324.54	
76911	AT&T	WTP TELEMETRY	10.00	
76911	AT&T	WTP TELEMETRY	82.79	
76912	AT&T INTERNET	INTERNET SERVICE	78.80	
76913	CITY OF SAN BERNARDINO	BLF WATER	36.30	
76914	COLTON PUBLIC UTILITIES	WELL 18A ELECTRIC	339.30	
76915	FAST SERVICE	CUSTOMER SERVICES	287.00	
76916	GARDA CL WEST INC	GARDA - PROFESSIONAL TRANSPORTATION	555.75	
76917	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES-JUNE 2019	10,320.00	
76917	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES-JULY 2019	5,220.00	
76917	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES-AUGUST 2019	8,156.00	
76917	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES-SEPTEMBER 2019	9,390.00	
76917	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES-OCTOBER 2019	1,760.00	
76918	PACK N MAIL	CUSTOMER SERVICES	163.00	
76919	RIALTO WATER SERVICES	Water bill for well 16 11-15-19	30.42	
76919	RIALTO WATER SERVICES	Water bill for Well 16 12-17-19	30.42	
76919	RIALTO WATER SERVICES	Water bill for HQ 11-20-19	147.27	
76920	SO CALIFORNIA EDISON	EDISON BILL FOR MULTIPLE SITES	17,874.87	
76920	SO CALIFORNIA EDISON	EDISON BILL FOR MULTIPLE SITES	3,889.60	
76920	SO CALIFORNIA EDISON	EDISON BILL FOR MULTIPLE SITES	12,307.52	
76920	SO CALIFORNIA EDISON	Edison bill for the South Shop 12-11-19	79.72	
76920	SO CALIFORNIA EDISON	Edison bill for Well 22 12-14-19	10.77	
76920	SO CALIFORNIA EDISON	Edison bill for Well 17 & 5-2 Booster 12-13-19	236.41	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
76920	SO CALIFORNIA EDISON	Edison bill for Well 17 & 5-2 Booster 12-13-19	3.26	
76920	SO CALIFORNIA EDISON	EDISON BILL FOR MULTIPLE SITES	9,902.71	
76920	SO CALIFORNIA EDISON	Edison bill for Well 17 & 5-2 Booster 12-13-19	1,915.60	
76920	SO CALIFORNIA EDISON	EDISON BILL FOR MULTIPLE SITES	605.81	
76920	SO CALIFORNIA EDISON	WELL#11 ELECTRIC	44.24	
76920	SO CALIFORNIA EDISON	Edison Bill for Well 6 12-13-19	14,418.54	
76920	SO CALIFORNIA EDISON	EDISON BILL FOR MULTIPLE SITES	5,191.87	
76920	SO CALIFORNIA EDISON	EDISON BILL FOR MULTIPLE SITES	96.31	
76920	SO CALIFORNIA EDISON	WTP ELECTRIC BILL	40,047.49	
76921	TAFOYA & GARCIA LLP	LEGAL FEES--NOVEMBER 2019	10,045.70	
76922	THE GAS COMPANY	OFFICE GAS BILL	246.76	
76923	VERIZON WIRELESS PHONES	CELL PHONES/IPADS	4,307.33	
76923	VERIZON WIRELESS PHONES	CELL PHONES/IPADS	1,117.53	
76923	VERIZON WIRELESS PHONES	CELL PHONES/IPADS	700.31	
DFT0000255	BANK OF AMERICA-1405	ADMIN/MEALS & EXPENSES	557.90	
DFT0000255	BANK OF AMERICA-1405	TRAVEL-ESCALERA	758.95	
DFT0000255	BANK OF AMERICA-1405	MEALS/CONFERENCE	1,239.39	
DFT0000255	BANK OF AMERICA-1405	TRAVEL-MANSELL	309.22	
DFT0000255	BANK OF AMERICA-1405	TABLE CLOTH CLEANING SERVICE	33.60	
DFT0000255	BANK OF AMERICA-1405	TRAVEL-TAYLOR	220.54	
DFT0000255	BANK OF AMERICA-1405	TRAVEL-TAYLOR	309.22	
DFT0000255	BANK OF AMERICA-1405	TRAVEL-CROWTHER	309.22	
DFT0000255	BANK OF AMERICA-1405	TRAVEL-BROSOWSKE	309.81	
DFT0000256	BANK OF AMERICA-1676	CSMFO CONFERENCE-RICKEY	585.00	
DFT0000256	BANK OF AMERICA-1676	TRAVEL/MEALS-RICKEY	447.42	
DFT0000256	BANK OF AMERICA-1676	HOTEL RESERVATION-RICKEY	285.48	
DFT0000256	BANK OF AMERICA-1676	OFFICE SUPPLIES	234.28	
DFT0000256	BANK OF AMERICA-1676	VEHICLE MAINTENANCE	19.99	
DFT0000256	BANK OF AMERICA-1676	ANNUAL CARD FEE	25.00	
DFT0000257	BANK OF AMERICA-2136	VEHICLE MAINTENANCE	265.00	
DFT0000258	BANK OF AMERICA-3810	COSTCO-DUE TO WVWD	65.53	
DFT0000258	BANK OF AMERICA-3810	MISCELLANEOUS OFFICE SUPPLIES	100.17	
DFT0000258	BANK OF AMERICA-3810	OFFICE SUPPLIES	183.14	
DFT0000258	BANK OF AMERICA-3810	POSTAGE	35.15	
DFT0000258	BANK OF AMERICA-3810	WELLNESS PROGRAM	559.50	
DFT0000258	BANK OF AMERICA-3810	HR TRAINING	436.82	
DFT0000258	BANK OF AMERICA-3810	TRAINING-RAMIREZ	35.00	
DFT0000258	BANK OF AMERICA-3810	TRAINING-BECKER	35.00	
DFT0000258	BANK OF AMERICA-3810	NEOGOV CONFERENCE-RAMIREZ	1,125.00	
DFT0000258	BANK OF AMERICA-3810	NEOGOV CONFERENCE-MARTINEZ	1,125.00	
DFT0000258	BANK OF AMERICA-3810	HR DUES/SUBSCRIPTIONS	228.00	
DFT0000258	BANK OF AMERICA-3810	TRAVEL/MEALS/CONVENTION-RAMIREZ	156.76	
DFT0000258	BANK OF AMERICA-3810	AIRFARE-MARTINEZ	227.96	
DFT0000258	BANK OF AMERICA-3810	TRAVEL/MEALS/CONVENTION-BECKER	105.63	
DFT0000258	BANK OF AMERICA-3810	SAFETY COMMITTEE	175.00	
DFT0000258	BANK OF AMERICA-3810	HR SAFETY LUNCH SUPPLIES	14.11	
DFT0000258	BANK OF AMERICA-3810	SAFETY LUNCHEON-WABA GRILL	1,151.09	
DFT0000258	BANK OF AMERICA-3810	SAFETY RECOGNITION	760.38	
DFT0000259	BANK OF AMERICA-8005	COSTCO-DUE TO WVWD	221.72	
DFT0000259	BANK OF AMERICA-8005	Pressure Booster System for Residence near 3-1 Res	1,229.00	
DFT0000259	BANK OF AMERICA-8005	CA-NV TRAINING CANCELLATION-GILBERT	(395.00)	
DFT0000259	BANK OF AMERICA-8005	TRAINING-LANCE DRAKE	881.88	
DFT0000259	BANK OF AMERICA-8005	TRAINING-BRIAN GRUEBERT	299.99	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
DECEMBER 2019

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
DFT0000259	BANK OF AMERICA-8005	TRAINING CARLOS SALCEDO	881.87	
DFT0000259	BANK OF AMERICA-8005	WTP REPAIRS/MAINTENANCE	394.05	
DFT0000259	BANK OF AMERICA-8005	TRAINING-JAROLD HILL	399.99	
DFT0000259	BANK OF AMERICA-8005	MAXIMO CONFERENCE-RALPH NAVARRO	595.00	
DFT0000259	BANK OF AMERICA-8005	MAXIMO CONFERENCE-KENNY HERNANDEZ	595.00	
DFT0000259	BANK OF AMERICA-8005	MAXIMO CONFERENCE-KENNY HERNANDEZ	425.52	
DFT0000259	BANK OF AMERICA-8005	MAXIMO CONFERENCE-RALPH NAVARRO	425.52	
DFT0000259	BANK OF AMERICA-8005	MAXIMO CONFERENCE-KENNY HERNANDEZ	223.96	
DFT0000259	BANK OF AMERICA-8005	MAXIMO CONFERENCE-RALPH NAVARRO	223.96	
DFT0000259	BANK OF AMERICA-8005	CUSTOMER SERVICE BANK CARD EXPENSE	620.10	
DFT0000259	BANK OF AMERICA-8005	CUSTOMER SERVICE BANK CARD EXPENSE	305.95	
DFT0000259	BANK OF AMERICA-8005	OFFICE SUPPLIES	486.01	
DFT0000259	BANK OF AMERICA-8005	OFFICE SUPPLIES	238.51	
DFT0000259	BANK OF AMERICA-8005	OFFICE SUPPLIES	50.75	
DFT0000259	BANK OF AMERICA-8005	TOLL ROAD FEES	6.33	
DFT0000259	BANK OF AMERICA-8005	TOLL ROAD FEES	7.97	
DFT0000259	BANK OF AMERICA-8005	TRAINING-DANIEL GUERRA	549.00	
DFT0000259	BANK OF AMERICA-8005	TRAINING-ANGELA NAVARRO	499.00	
DFT0000259	BANK OF AMERICA-8005	TRAINING-ROSA GUTIERREZ	2,190.00	
DFT0000259	BANK OF AMERICA-8005	TRAINING-BERTHA PEREZ	2,190.00	
DFT0000259	BANK OF AMERICA-8005	TRAINING-TELAT	199.00	
DFT0000259	BANK OF AMERICA-8005	TRAVEL/MEALS	142.01	
DFT0000259	BANK OF AMERICA-8005	OUTREACH PROGRAM	200.00	
DFT0000259	BANK OF AMERICA-8005	OUTREACH PROGRAM	50.00	
DFT0000259	BANK OF AMERICA-8005	OUTREACH PROGRAM	781.07	
DFT0000260	BANK OF AMERICA-8839	TRAVEL-MARTINEZ	150.71	
DFT0000260	BANK OF AMERICA-8839	QUIET ROOM SUPPLIES		25.73
DFT0000261	BANK OF AMERICA-9415	ANNUAL CARD FEE	25.00	
DFT0000262	BANK OF AMERICA-9697	ANNUAL CARD FEE	25.00	
DFT0000262	BANK OF AMERICA-9697	MEALS/TRAVEL EXPENSES-CROWTHER	964.35	
		SUBTOTALS	1,277,827.25	692,284.13
		<b>GRAND TOTAL</b>		<b>1,970,111.38</b>

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
JANUARY 2020

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4310	HASA INC.	WELL 30 CHEMICALS-WELLS	112.72	
4310	HASA INC.	WELL 24 CHEMICALS-WELLS	143.72	
4310	HASA INC.	WELL 4 CHEMICALS-WELLS	105.67	
4310	HASA INC.	WELL 8 CHEMICALS-WELLS	305.75	
4310	HASA INC.	WELL 54 CHEMICALS-WELLS	349.43	
4310	HASA INC.	WELL 24 CHEMICALS-WELLS	150.76	
4310	HASA INC.	WELL 30 CHEMICALS-WELLS	77.49	
4310	HASA INC.	WELL 24 CHEMICALS-WELLS	145.12	
4310	HASA INC.	WELL 24 CHEMICALS-WELLS	162.03	
4310	HASA INC.	WELL 54 CHEMICALS-WELLS	253.62	
4310	HASA INC.	WELL 42 CHEMICALS-PECHLORATE	260.66	
4310	HASA INC.	WELL 42 CHEMICALS-PECHLORATE	239.53	
4310	HASA INC.	WELL 42 CHEMICALS-PECHLORATE	123.99	
4311	AIR & HOSE SOURCE INC	EQUIPMENT REPAIR/MAINTENANCE	49.33	
4313	BRENNTAG PACIFIC INC	FBR CHEMICALS	12,417.97	
4314	CED CREDIT OFFICE	DOMESTIC MAINS-REPAIR/MAINTENANCE	491.62	
4315	CRB SECURITY SOLUTIONS	ACCESS SECURITY ROEMER UPGRADE	4,893.62	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	172.50	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	69.00	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	69.00	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	34.50	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	34.50	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	448.50	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	204.50	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	827.50	
4315	CRB SECURITY SOLUTIONS	ALARMS THROUGHT THE DISTRICT	209.00	
4316	DRAKE, LANCE W	T4 CERTIFICATION-DRAKE	105.00	
4317	ELITE ROAD SERVICE & TIRE INC	TIRES FOR BACKHOE 420-E	757.88	
4318	ENGINEERING RESOURCES INC	ENGINEERING SERVICES		1,200.00
4318	ENGINEERING RESOURCES INC	ENGINEERING SERVICES		1,505.00
4319	FASTENAL COMPANY	SAFETY SUPPLIES	269.41	
4319	FASTENAL COMPANY	FASTENAL	94.94	
4319	FASTENAL COMPANY	SHOP SUPPLIES	372.85	
4319	FASTENAL COMPANY	SHOP SUPPLIES	14.91	
4319	FASTENAL COMPANY	EQUIPMENT REPAIR/MAINTENANCE	426.05	
4320	HASA INC.	BLF CHEMICALS	1,888.03	
4320	HASA INC.	WELLS CHEMICALS	214.16	
4320	HASA INC.	WELLS CHEMICALS	301.52	
4320	HASA INC.	WELLS CHEMICALS	183.17	
4320	HASA INC.	WELLS CHEMICALS	491.31	
4320	HASA INC.	BLF CHEMICALS	683.36	
4320	HASA INC.	WELLS CHEMICALS	126.81	
4320	HASA INC.	WELLS CHEMICALS	84.54	
4320	HASA INC.	PECHLORATE CHEMICALS	281.80	
4320	HASA INC.	PECHLORATE CHEMICALS	84.54	
4320	HASA INC.	WTP CHEMICALS	694.83	
4320	HASA INC.	WTP CHEMICALS	3,037.48	
4320	HASA INC.	ARSENIC CHEMICALS	366.33	
4320	HASA INC.	WTP CHEMICALS	3,037.48	
4320	HASA INC.	WTP CHEMICALS	2,817.96	
4321	HERCULES INDUSTRIES	PADLOCKS FOR WATER QUALITY	909.92	
4322	INFOSEND INC	POSTAGE & BILLS PRINTING-NOVEMBER 2019	2,720.86	
4322	INFOSEND INC	POSTAGE & BILLS PRINTING-NOVEMBER 2019	8,159.28	



**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
JANUARY 2020

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4323	LOS ANGELES COUNTY PUBLIC SAFETY	CONSULTANTS-EMERGENCY RESPONSE PLAN	7,500.00	
4324	MCMASTER-CARR SUPPLY COMPANY	FBR REPAIRS/MAINTENANCE	200.40	
4324	MCMASTER-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	343.59	
4324	MCMASTER-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	56.91	
4324	MCMASTER-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	367.67	
4324	MCMASTER-CARR SUPPLY COMPANY	FBR REPAIR/MAINTENANCE	474.42	
4325	RAINTEK ENTERPRISES INC	CONSULTANTS		7,095.00
4326	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	125.00	
4326	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	125.00	
4326	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	125.00	
4326	RAMCO RECYCLED AGGREGATE MATERIALS	DISPOSAL FEES	625.00	
4327	RED WING BUSINESS ADVANTAGE ACCOUNT	SAFETY BOOTS-CARILLO/HERNANDEZ	193.94	
4327	RED WING BUSINESS ADVANTAGE ACCOUNT	SAFETY BOOTS-CARILLO/HERNANDEZ	174.94	
4328	SB VALLEY MUNICIPAL	STATE WATER PROJECT SEASONAL ORDER	525,000.00	
4329	VULCAN MATERIALS COMPANY	SHOP SUPPLIES	1,490.64	
4330	YOUNG, CLIFFORD	CALPERS LONG TERM CARE-JANUARY	527.91	
4331	ADVANTAGE BUSINESS FORMS INC	OFFICE SUPPLIES	107.75	
4331	ADVANTAGE BUSINESS FORMS INC	OFFICE SUPPLIES	86.20	
4331	ADVANTAGE BUSINESS FORMS INC	OFFICE SUPPLIES	48.49	
4332	ARAIZA, ANTHONY W	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	1,300.20	
4333	ARAIZA, DIANA	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	1,300.20	
4334	ASHWORTH, JOHN C	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	447.30	
4335	ASHWORTH, MARIADA L	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	18.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	20.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	20.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	20.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	182.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	10.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	18.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	249.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	199.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	257.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	25.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	20.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	25.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	47.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	40.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	40.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	87.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	47.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	94.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	25.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	20.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	20.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	45.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
 JANUARY 2020

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	6.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	6.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	40.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	12.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	6.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	94.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	87.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	182.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	128.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	33.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	15.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	13.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FXB	249.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FXB	259.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	169.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	35.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	35.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	295.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	165.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	140.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	35.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	169.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	26.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	169.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	167.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	35.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	73.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	WTP REPAIR/MAINTENANCE	30.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	18.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	497.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	25.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	20.75	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	262.50	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	25.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4336	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	15.00	
4339	CURTIS, DEVI A	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	568.80	
4340	CURTIS, MITCHELL A	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	568.80	

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
JANUARY 2020

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4341	DIAMOND ENVIRONMENTAL SERVICES LLC	PORTABLE RESTROOM RENTAL	108.21	
4342	THE FIELLO GROUP LLC	DISTRICT REPAIR/MAINTENANCE	16.47	
4343	GETZ, BETTY	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4344	HANNA, DIANA G	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4345	HANNA, DONALD R	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4346	LANE, JAN	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4347	LOS ANGELES COUNTY PUBLIC SAFETY	CONSULTANTS	9,500.00	
4348	OFFICE SOLUTIONS BUSINESS PRODUCTS	OFFICE SUPPLIES	499.74	
4349	PRUITT, BARBARA J	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4350	RAMCO RECYCLED AGGREGATE MATERIALS	SHOP SUPPLIES	60.97	
4350	RAMCO RECYCLED AGGREGATE MATERIALS	SHOP SUPPLIES	54.05	
4351	SALLENDER, PAULETTE	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4352	SANDER, THOMAS O	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4353	JACK L SHARP SR	DISTRICT REPAIR/MAINTENANCE	185.00	
4354	SIKORSKI, KENNETH	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
4355	SPIK, LINDA M	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	568.80	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.18	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.92	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.29	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.35	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.41	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.54	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.73	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.83	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.73	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.41	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.83	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.92	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.54	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.18	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.35	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.29	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.92	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.83	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.35	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.41	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.54	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.73	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.18	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.29	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.18	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.29	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.41	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.92	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.83	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	5.73	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.35	
4356	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION DEPARTMENT	4.54	
4356	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY DEPARTMENT	4.28	
4356	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY DEPARTMENT	5.34	
4356	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY DEPARTMENT	5.34	



**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
 JANUARY 2020

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.48	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.50	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.50	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.51	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.38	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.48	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.50	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.50	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.51	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.38	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.30	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.51	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.30	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.50	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.48	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.38	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.50	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.30	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.50	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.48	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.38	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	5.50	
4356	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE DEPARTMENT	4.39	
4356	UNIFIRST CORPORATION	UNIFORMS-ASSET MANAGEMENT DEPARTMENT	5.30	
4356	UNIFIRST CORPORATION	UNIFORMS-ASSET MANAGEMENT DEPARTMENT	5.30	
4356	UNIFIRST CORPORATION	UNIFORMS-ASSET MANAGEMENT DEPARTMENT	5.30	
4356	UNIFIRST CORPORATION	UNIFORMS-ASSET MANAGEMENT DEPARTMENT	5.30	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	4.20	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.23	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.29	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.42	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.44	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.48	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	4.20	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.23	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.29	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.48	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.44	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.42	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.48	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.44	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.42	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.29	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.23	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	4.20	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	4.20	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.23	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.29	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.42	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.48	
4356	UNIFIRST CORPORATION	UNIFORMS-METERS DEPARTMENT	5.44	
4356	UNIFIRST CORPORATION	JANITORIAL SERVICES	236.48	



**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
 JANUARY 2020

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
4374	SAFETY COMPLIANCE COMPANY	SAFETY TRAINING	225.00	
4374	SAFETY COMPLIANCE COMPANY	SAFETY TRAINING	225.00	
4374	SAFETY COMPLIANCE COMPANY	SAFETY TRAINING	200.00	
4375	SAMBA HOLDINGS INC	HR SERVICES	103.75	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,030.13	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,348.38	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,289.75	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	804.00	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,072.00	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,340.00	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,354.07	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	951.57	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,340.00	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,365.13	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,063.63	
76924	AEROTEK INC	CUSTOMER SERVICE OUTSIDE LABOR-GONZALEZ	1,028.62	
76925	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	14,628.97	
76925	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	34,892.51	
76925	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	25,942.50	
76925	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	21,246.44	
76925	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	36,712.83	
76925	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	6,990.00	
76925	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	25,875.00	
76926	ALL PRO ENTERPRISES INC.	JANITORIAL SERVICES FOR DEC 2019	3,156.01	
76927	ANDREW GEORGE	CUSTOMER REFUND	80.08	
76928	AT&T	WTP FIRE SERVICE	463.80	
76928	AT&T	TELEMETRY LINE	67.07	
76928	AT&T	CIRCUIT LINES	860.73	
76928	AT&T	CIRCUIT LINES	881.82	
76928	AT&T	OFFICE	878.13	
76928	AT&T	OFFICE MAIN LINE	1,247.57	
76928	AT&T	SO SYSTEM OPERATIONS BLDG	667.69	
76929	BARTEL ASSOCIATES, LLC	ACTUARIAL CONSULTING SERVICES	5,645.00	
76930	BURRTEC WASTE INDUSTRIES INC	WTP DISPOSAL FEES	242.91	
76931	CALTEC CORP.	CONTRACTOR LABOR		50,157.40
76931	CALTEC CORP.	CONTRACTOR LABOR		5,327.55
76931	CALTEC CORP.	CONTRACTOR LABOR		30,768.64
76932	CEMEX INC	SHOP SUPPLIES	126.23	
76932	CEMEX INC	SHOP SUPPLIES	127.27	
76932	CEMEX INC	SHOP SUPPLIES	126.41	
76933	CINTAS CORPORATION	JANITORIAL SERVICES	146.88	
76934	CITY OF FONTANA	UTILITY EXCAVATION PERMIT	249.00	
76936	COLTON TRUCK TERMINAL GARAGE	VEHICLE MAINTENANCE	249.76	
76937	CONVERGEONE, INC	IT PHONE SYSTEM UPGRADE	5,303.00	
76937	CONVERGEONE, INC	IT HARDWARE FOR PHONE UPGRADE		2,551.45
76937	CONVERGEONE, INC	IT HARDWARE FOR PHONE UPGRADE		1,900.90
76937	CONVERGEONE, INC	IT HARDWARE FOR PHONE UPGRADE		5,783.84
76937	CONVERGEONE, INC	IT HARDWARE FOR PHONE UPGRADE		271.56
76938	COUNTY OF SAN BERNARDINO	BACKFLOW CERTIFICATION-OLIVAREZ	135.00	
76939	COUNTY OF SAN BERNARDINO	ENCROACHMENT PERMIT		410.00
76940	FMB TRUCK OUTFITTERS, INC.	EQUIPMENT REPAIR/MAINTENANCE	210.72	
76941	GERARDO C BARAJAS	TURF REPLACEMENT REBATE	3,921.00	
76942	GM SAGER CONSTRUCTION CO. INC.	CONTRACTOR LABOR		16,193.36

**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
JANUARY 2020

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
76942	GM SAGER CONSTRUCTION CO. INC.	CONTRACTOR LABOR		51,513.75
76943	GRAINGER INC	PRODUCTION REPAIR/MAINTENANCE	107.42	
76944	HAAKER EQUIPMENT COMPANY	EQUIPMENT MAINTENANCE	262.17	
76945	IFLOW ENERGY SOLUTIONS INC	INVENTORY	7,398.76	
76946	INLAND WATER WORKS SUPPLY CO	BLF REPAIR/MAINTENANCE	2,559.73	
76947	KOURY ENGINEERING & TESTING INC	STREET PATCHING	875.00	
76949	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY	21.99	
76949	MUTUAL OF OMAHA INSURANCE COMPANY	LIFE INSURANCE	18.60	
76949	MUTUAL OF OMAHA INSURANCE COMPANY	AD&D	0.93	
76949	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY	40.71	
76949	MUTUAL OF OMAHA INSURANCE COMPANY	LIFE INSURANCE	25.00	
76949	MUTUAL OF OMAHA INSURANCE COMPANY	AD&D	1.25	
76949	MUTUAL OF OMAHA INSURANCE COMPANY	DEPENDENT LIFE	1.20	
76950	NETWORK	VEHICLES MAINTENANCE DEC 2019	2,852.53	
76951	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	67.57	
76951	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	191.79	
76952	PATTON SALES CORP	DOMESTIC MAINS REPAIR/MAINTENANCE	106.03	
76953	PG MECHANICAL	EQUIPMENT REPAIR/MAINTENANCE	380.00	
76953	PG MECHANICAL	VEHICLE MAINTENANCE	188.00	
76954	RIALTO FIRE DEPARTMENT	FIRE PERMIT FEE	416.00	
76955	RIALTO WATER SERVICES	OFFICE WATER SERVICE	125.65	
76956	RICHARD MACIAS	CUSTOMER REFUND	52.87	
76957	ROTOLO CHEVROLET	VEHICLE MAINTENANCE UNIT# 238	49.86	
76958	RUHNAU CLARKE ARCHITECTS	ENGINEERING SERVICES		113.48
76958	RUHNAU CLARKE ARCHITECTS	ENGINEERING SERVICES		306.00
76960	SO CAL LOCKSMITH / MARY K DUNSMORE	NEW KEYPAD DOOR HANDLE FOR HR VAULT	753.66	
76961	SO CALIFORNIA EDISON	BLF ELECTRIC BILL	127.35	
76963	THE PUN GROUP	AUDIT SERVICES-2019	20,000.00	
76964	THOMAS D WILSON III	TURF REPLACEMENT REBATE	1,208.13	
76965	USA BLUEBOOK	WTP CHEMICALS	464.70	
76966	VERIZON CONNECT NWF INC	CONTRACTS/LICENSING DEC 2019	795.90	
76967	WILEY, MARK	AWWA WATER LOSS VALIDATION AUDIT	2,500.00	
76968	YO FIRE	INVENTORY ITEMS	4,827.01	
76968	YO FIRE	T&D DOMESTIC MAINS	173.83	
76969	CUCAMONGA VALLEY WATER DISTRICT	CASH HANDLING TRAINING	70.00	
76969	CUCAMONGA VALLEY WATER DISTRICT	CASH HANDLING TRAINING	70.00	
76969	CUCAMONGA VALLEY WATER DISTRICT	CASH HANDLING TRAINING	70.00	
76969	CUCAMONGA VALLEY WATER DISTRICT	CASH HANDLING TRAINING	70.00	
76969	CUCAMONGA VALLEY WATER DISTRICT	CASH HANDLING TRAINING	70.00	
76970	ALL PRO ENTERPRISES INC.	JANITORIAL SUPPLIES NOVEMBER 2019	766.07	
76971	BEHRENS AND ASSOCIATES INC	MONTHLY FEE FOR SOUND WALL WELL 54-EQUIP RENTAL	560.30	
76972	BERTHA PEREZ	PMI AND CHAPTER MEMBERSHIP	169.00	
76973	BOOT BARN INC	SAFETY BOOTS-AARON HILLMAN	200.00	
76973	BOOT BARN INC	SAFETY BOOTS-JESSE BECERRA	200.00	
76974	BURRTEC WASTE INDUSTRIES INC	DISPOSAL FEES	661.91	
76975	CALIFORNIA SPECIAL DIST ASSOC	CSDA - MEMBERSHIP FEE	7,615.00	
76976	CHARLENE SMITH	2018 REBATE REISSUE	128.03	
76977	CINTAS CORPORATION	JANITORIAL SERVICES	358.69	
76977	CINTAS CORPORATION	JANITORIAL SERVICES	146.88	
76978	CITY OF RIALTO	DECEMBER UTILITY USER TAX	45,935.06	
76978	CITY OF RIALTO	DECEMBER UTILITY USER TAX	(128.09)	
76979	CITY OF RIALTO-ALARM PROGRAM	PERMIT FEES	546.10	
76980	CSI SERVICES, INC	CLEANING OF RESERVOIRS 2-3 AND 2-4 EXTRA TIME	4,000.00	



**WEST VALLEY WATER DISTRICT**CASH DISBURSEMENT REPORT  
JANUARY 2020

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
76980	CSI SERVICES, INC	CLEANING OF TANK AT RESERVOIR 2-3 EXTRA TIME	7,120.00	
76981	DAKOTA COMMUNICATIONS LLC	CONSULTANTS	312.50	
76981	DAKOTA COMMUNICATIONS LLC	CONSULTANTS	1,312.50	
76981	DAKOTA COMMUNICATIONS LLC	CONSULTANTS	2,802.50	
76981	DAKOTA COMMUNICATIONS LLC	CONSULTANTS	787.50	
76981	DAKOTA COMMUNICATIONS LLC	CONSULTANTS	1,327.50	
76981	DAKOTA COMMUNICATIONS LLC	CONSULTANTS	2,031.25	
76982	EAST VALLEY WATER DISTRICT	SOLAR CHALLENGE SPONSORSHIP	2,500.00	
76983	FAST SERVICE	CUSTOMER SERVICES	326.00	
76984	FISH WINDOW CLEANING	WINDOW CLEANING	45.00	
76985	GUTIERREZ, ROSA	QUIET ROOM FURNITURE		429.91
76986	HARPER, HEIDI	NOTARY OATH/BOND RENEWAL FEES	136.46	
76987	JOHNSON CONTROLS FIRE PROTECTION LP	FBR REPAIR/MAINTENANCE	387.00	
76988	LIEBERT CASSIDY WHITMORE	LCW HR TRAINING FOR SUPERVISORS/MANAGERS	455.00	
76989	MACKAMUL, ROBERT	T3 CERTIFICATION	100.00	
76990	NED'S OIL SALES INC	SHOP SUPPLIES-METERS	74.26	
76990	NED'S OIL SALES INC	DISTRICT REPAIRS/MAINTENANCE	12.80	
76991	ORACLE AMERICA INC	CONTRACTS/LICENSING	529.50	
76992	PACE, JOYCE E	MEDICARE PART B REIMBURSEMENT OCT-DEC 2019	406.50	
76993	PACK N MAIL	CUSTOMER SERVICES	216.00	
76994	QUINN COMPANY	BACKHOE REPAIR/MAINTENANCE	209.32	
76995	RIALTO CHAMBER OF COMMERCE	RIALTO CHAMBERS OF COMMERCE DUES	300.00	
76996	RIALTO WATER SERVICES	RIALTO WATER SERVICES-WELL 16	73.75	
76998	SO CAL LOCKSMITH / MARY K DUNSMORE	DISTRICT REPAIR/MAINTENANCE	12.84	
76998	SO CAL LOCKSMITH / MARY K DUNSMORE	DISTRICT REPAIR/MAINTENANCE	112.84	
76999	SPINITAR	CONTRACTS/LICENSING	445.00	
77000	STATE WATER RESOURCES CONTROL BOARD	CSWRCB - Wayer System Annual Fee Invoice-BLF	9,054.58	
77001	TIME WARNER CABLE	CABLE/INTERNET BILL	115.92	
77002	TYLER TECHNOLOGIES INC	COMPUTER SOFTWARE		18,085.24
77003	UNITED STATES POSTAL SERVICE	POSTAGE-OUTGOING MAIL	500.00	
77004	USA BLUEBOOK	CHEMICALS	166.87	
77005	VERIZON WIRELESS PHONES	CELL PHONE	53.68	
77006	YO FIRE	DOMESTIC MAINS REPAIRS/MAINTENANCE	398.68	
77006	YO FIRE	DOMESTIC MAINS REPAIRS/MAINTENANCE	322.97	
77006	YO FIRE	SHOP SUPPLIES	183.18	
77007	AQUA-METRIC SALES CO	INVENTORY	17,957.35	
77007	AQUA-METRIC SALES CO	METERS/MXU'S	221.43	
77007	AQUA-METRIC SALES CO	METERS/MXU'S	3,901.03	
77007	AQUA-METRIC SALES CO	METERS/MXU'S	689.60	
77008	AT&T LONG DISTANCE	LONG DISTANCE SERVICE	37.99	
77008	AT&T LONG DISTANCE	LONG DISTANCE SERVICE	60.83	
77009	BERTHA PEREZ	DISTRIBUTION 2 LICENSE	399.99	
77010	BOOT BARN INC	BOOTS FOR JULIANA ZAVALA/LUIS GOMEZ	200.00	
77010	BOOT BARN INC	BOOTS FOR JULIANA ZAVALA/LUIS GOMEZ	119.05	
77011	CHAMPION FIRE SYSTEMS, INC.	FIRE ALARM REPAIR	2,292.00	
77012	CINTAS CORPORATION	JANITORIAL SERVICES	358.69	
77013	CITY OF SAN BERNARDINO	Lytle Creek Stream Flow Dec 2019	15,761.48	
77015	COLTON PUBLIC UTILITIES	WELL 18A ELETRIC	336.10	
77016	ESCALERA, CRYSTAL	CSDA CONFERENCE-MONTEREY	83.05	
77017	FLEET SERVICES INC	VEHICLE MAINTENANCE	23.54	
77018	HOME DEPOT	FBR SUPPLIES	132.66	
77018	HOME DEPOT	FBR SUPPLIES	183.54	
77018	HOME DEPOT	FBR SUPPLIES	413.39	

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
 JANUARY 2020

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
77018	HOME DEPOT	FBR REPAIR/MAINTENANCE	31.19	
77018	HOME DEPOT	FBR REPAIR/MAINTENANCE	337.56	
77018	HOME DEPOT	REPAIR/MAINTENANCE DOMESTIC MAINS	383.04	
77018	HOME DEPOT	REPAIR/MAINTENANCE FIRE HYDRANTS	78.06	
77018	HOME DEPOT	SHOP SUPPLIES	204.41	
77019	INLAND EMPIRE UTILITIES AGENCY	UNTREATED WATER	87,720.00	
77019	INLAND EMPIRE UTILITIES AGENCY	UNTREATED WATER	3,140.80	
77020	INLAND WATER WORKS SUPPLY CO	FBR REPAIR/MAINTENANCE	349.75	
77021	JOHNSON CONTROLS FIRE PROTECTION LP	FBR REPAIR/MAINTENANCE	741.00	
77022	KNOWLAND CONSTRUCTION SERVICES INC	CONTRACTOR LABOR		4,312.00
77023	KONICA MINOLTA BUSINESS SOLUTIONS USA INC	COPIERS MAINTENANCE	48.75	
77025	LOWES	FBR CHLORINATION EQUIPMENT	211.08	
77025	LOWES	FBR REPAIR/MAINTENANCE	425.50	
77026	MICHAEL BAKER INTERNATIONAL, INC	ENGINEERING SERVICES		4,738.19
77027	NED'S OIL SALES INC	PRODUCTION SUPPLIES	6.97	
77028	OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	HR SERVICES	103.00	
77028	OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	HR SERVICES	417.00	
77029	OLDCASTLE INFRASTRUCTURE INC	INVENTORY -METER BOXES	3,963.78	
77029	OLDCASTLE INFRASTRUCTURE INC	INVENTORY -METER BOXES	7,817.82	
77029	OLDCASTLE INFRASTRUCTURE INC	INVENTORY -METER BOXES	6,385.27	
77029	OLDCASTLE INFRASTRUCTURE INC	INVENTORY -METER BOXES	4,040.63	
77029	OLDCASTLE INFRASTRUCTURE INC	INVENTORY -METER BOXES	84.34	
77030	SB COUNTY FLOOD CONTROL DISTRICT	GWTS - Flood Control Agreement No. 16-256 - 2019	3,785.20	
77031	SC COMMERCIAL LLC	WTP REPAIR/MAINTENANCE	460.83	
77032	SO CAL LOCKSMITH / MARY K DUNSMORE	DISTRICT REPAIR/MAINTENANCE	109.63	
77033	SO CALIFORNIA EDISON	ELECTRIC BILL VARIOUS SITES	43,499.03	
77033	SO CALIFORNIA EDISON	ELECTRIC BILL VARIOUS SITES	34,069.28	
77033	SO CALIFORNIA EDISON	S END SHOP ELECTRIC	84.97	
77033	SO CALIFORNIA EDISON	ELECTRIC BILL VARIOUS SITES	47.70	
77033	SO CALIFORNIA EDISON	ELECTRIC BILL VARIOUS SITES	1,089.44	
77033	SO CALIFORNIA EDISON	ELECTRIC BILL VARIOUS SITES	23,615.96	
77033	SO CALIFORNIA EDISON	ELECTRIC BILL VARIOUS SITES	10,615.94	
77033	SO CALIFORNIA EDISON	ELECTRIC BILL VARIOUS SITES	87.86	
77033	SO CALIFORNIA EDISON	WTP ELECTRIC BILL	29,306.27	
77033	SO CALIFORNIA EDISON	ELECTRIC BILL VARIOUS SITES	4,391.12	
77034	TOTALFUNDS	POSTAGE METER	39.00	
77035	US BANK	Water Revenue Refunding Bonds	2,000.00	
77036	VERIZON WIRELESS PHONES	SERVICE FOR CELL PHONES/IPADS	4,369.39	
77036	VERIZON WIRELESS PHONES	SERVICE FOR CELL PHONES/IPADS	330.39	
77036	VERIZON WIRELESS PHONES	SERVICE FOR CELL PHONES/IPADS	700.31	
77037	WATER WAYS IRRIGATION ENGINEERS, INC	400 HP MOTOR-BASELINE FEEDER	32,060.59	
77038	AMERICAN PAYROLL ASSOCIATION	RENEW APA MEMBERSHIP FOR 1 YEAR G BERTOLINE	358.00	
77039	EMPLOYEE RELATIONS	HR RECRUITMENT	512.60	
77040	EMPLOYMENT DEVELOPMENT DEPT	UNEMPLOMENT	500.15	
77041	ESCALERA, CRYSTAL	EMPLOYEE ASSISTANCE LOAN TUITION REIMBURSEMENT	3,622.76	
77042	FONTANA HERALD NEWS	ADVERTISING	3,425.00	
77043	GRAINGER INC	SHOP SUPPLIES	635.94	
77044	HOME DEPOT	HOME DPOT ADJUSTABLE TAPERED	99.00	
77044	HOME DEPOT	SHOP SUPPLIES METERS	27.70	
77044	HOME DEPOT	SHOP SUPPLIES-METERS	161.46	
77044	HOME DEPOT	SHOP SUPPLIES-METERS	166.39	
77045	LOWES	WTP CHLORINATION EQUIPMENT	465.56	
77046	MILLER SPATIAL SERVICES LLC	GIS SERVICES		4,950.00

**WEST VALLEY WATER DISTRICT**

CASH DISBURSEMENT REPORT  
 JANUARY 2020

<b>EFT/Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>O &amp; M Amount</b>	<b>CIP Amount</b>
77047	OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	HR SERVICES	937.00	
77048	RIALTO WATER SERVICES	WTP SEWER/WASTEWATER-DECEMBER	75.10	
77048	RIALTO WATER SERVICES	WTP SEWER/WASTE WATER-OCTOBER	73.99	
77048	RIALTO WATER SERVICES	WTP SEWER/WASTE WATER-NOVEMBER	73.99	
77049	SB COUNTY FIRE PROTECTION DISTRICT	HAZARDOUS MATERIALS PERMIT	420.00	
77050	SO CALIFORNIA EDISON	ELECTRIC BILL FOR WELL 22	11.89	
77050	SO CALIFORNIA EDISON	ELECTRIC BILL FOR WELL 17 AND 5-2 BOOSTER	249.49	
77050	SO CALIFORNIA EDISON	ELECTRIC BILL FOR WELL 17 AND 5-2 BOOSTER	216.94	
77050	SO CALIFORNIA EDISON	ELECTRIC BILL FOR WELL 17 AND 5-2 BOOSTER	15.08	
77050	SO CALIFORNIA EDISON	ELECTRIC BELL FOR WELL 11X	92.40	
77051	SOUTHERN CALIFORNIA EDISON	ELECTRIC POLES REMOVED		3,208.11
77051	SOUTHERN CALIFORNIA EDISON	ELECTRIC POLES REMOVED		13,290.08
77051	SOUTHERN CALIFORNIA EDISON	ELECTRIC POLES REMOVED		77.04
77052	THE GAS COMPANY	WTP GAS-DECEMBER	116.36	
77052	THE GAS COMPANY	WTP GAS-NOVEMBER	72.33	
77052	THE GAS COMPANY	OFFICE GAS-DECEMBER	504.65	
77053	YO FIRE	INVENTORY	209.06	
77053	YO FIRE	INVENTORY	2,145.42	
77053	YO FIRE	INVENTORY	4,827.03	
SUBTOTALS			1,386,541.05	317,805.46
<b>GRAND TOTAL</b>			<b>1,704,346.51</b>	



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** WVWD MONTHLY FINANCIAL REPORTS AS OF DECEMBER 2019 AND  
JANUARY 2020

---

**BACKGROUND:**

The Board of Directors requested the Monthly Financial Status Report to be presented to the Finance Committee for review and discussion before presenting these reports to the Board of Directors. The reports are being produced from the District's Financial System (System of Records) and will be presented on a monthly basis.

**DISCUSSION:**

The Monthly Financial Status Reports summarizes the District's revenue categories as well as expenditures for all Departments. The original total budget includes the adopted budget. Current total budget includes the adopted budget plus any budget amendments or adjustments made during the year. Period activity column represents activity for the reporting periods. Fiscal activity column represents the year to date activity or transactions that have been recorded in the general ledger from the beginning of the fiscal year July 1 through January 31. The encumbrance column represents funds encumbered with a purchase order that's not spent but committed. The percent column represents the percentage of the current budget that has been received (Revenue) or utilized (Expenditure).

**FISCAL IMPACT:**

None.

**STAFF RECOMMENDATION:**

That the WVWD Board of Director's receive and file the Monthly Financial Status Reports.

Respectfully Submitted,

Clarence C. Mansell Jr.

---

Clarence Mansell Jr, General Manager

sm

**ATTACHMENT(S):**

1. 2019 December Monthly Financial Report
2. 2020 January Monthly Financial Report



West Valley Water District, CA

## Budget Report Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Revenue</b>							
4000 - Water consumption sales	17,077,918.00	17,077,918.00	1,133,650.35	9,930,891.62	0.00	-7,147,026.38	58.15 %
4010 - Water service charges	6,999,071.00	6,999,071.00	536,421.69	3,541,551.53	0.00	-3,457,519.47	50.60 %
4020 - Other operating revenue	3,683,235.00	3,683,235.00	98,711.66	1,360,550.90	0.00	-2,322,684.10	36.94 %
4030 - Property Taxes	1,970,000.00	1,970,000.00	0.00	163,917.61	0.00	-1,806,082.39	8.32 %
4040 - Interest & Investment Earnings	375,000.00	375,000.00	0.00	360,677.83	0.00	-14,322.17	96.18 %
4050 - Rental Revenue	30,000.00	30,000.00	1,642.58	16,039.28	0.00	-13,960.72	53.46 %
4060 - Grants and Reimbursements	0.00	0.00	1,477.36	56,808.89	0.00	56,808.89	0.00 %
4080 - Other Non-Operating Revenue	11,800.00	11,800.00	0.00	5,727.27	0.00	-6,072.73	48.54 %
<b>Revenue Total:</b>	<b>30,147,024.00</b>	<b>30,147,024.00</b>	<b>1,771,903.64</b>	<b>15,436,164.93</b>	<b>0.00</b>	<b>-14,710,859.07</b>	<b>51.20 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>							
5110 - Source Of Supply	1,682,292.00	1,682,292.00	343,859.89	538,270.70	0.00	1,144,021.30	32.00 %
5210 - Production	3,227,110.00	3,227,110.00	305,149.61	1,369,929.31	65,218.20	1,791,962.49	44.47 %
5310 - Water Quality	667,679.00	667,679.00	37,875.28	228,419.80	13,916.51	425,342.69	36.30 %
5320 - Water Treatment - Perchlorate	601,600.00	601,600.00	13,710.99	100,266.86	4,077.26	497,255.88	17.34 %
5350 - Water Treatment - FBR/FXB	2,314,210.00	2,314,210.00	131,892.51	729,676.35	332,351.30	1,252,182.35	45.89 %
5390 - Water Treatment - Roemer/Arsenic	1,840,730.00	1,840,730.00	125,631.36	735,897.48	291,434.75	813,397.77	55.81 %
5410 - Maintenance - T & D	2,427,170.00	2,427,170.00	96,509.25	977,171.89	218,844.60	1,231,153.51	49.28 %
5420 - Asset Management	422,570.00	422,570.00	36,337.41	198,978.57	174.94	223,416.49	47.13 %
5510 - Customer Service	847,550.00	847,550.00	57,531.62	404,864.95	4,726.40	437,958.65	48.33 %
5520 - Meter Reading	1,160,926.00	1,160,926.00	76,698.51	394,092.86	22,373.11	744,460.03	35.87 %
5530 - Billing	529,525.00	529,525.00	25,445.33	208,741.70	0.00	320,783.30	39.42 %
5610 - Administration	2,361,280.00	2,361,280.00	287,933.02	1,005,615.66	13,669.95	1,341,994.39	43.17 %
5615 - General Operations	2,734,890.00	2,734,890.00	125,472.75	980,373.97	68,748.66	1,685,767.37	38.36 %
5620 - Accounting	777,983.00	777,983.00	48,456.29	320,627.21	0.00	457,355.79	41.21 %
5630 - Engineering	-12,308.00	-12,308.00	121,414.31	635,810.49	0.00	-648,118.49	-5,165.83 %
5640 - Business Systems	1,225,074.00	1,225,074.00	104,579.84	448,749.94	32,620.04	743,704.02	39.29 %
5645 - GIS	150,200.00	150,200.00	199.00	1,454.96	0.00	148,745.04	0.97 %
5650 - Board Of Directors	226,350.00	226,350.00	23,734.81	106,662.12	0.00	119,687.88	47.12 %
5660 - Human Resources/Risk Management	809,684.00	809,684.00	70,904.76	278,697.83	5,355.00	525,631.17	35.08 %
5680 - Purchasing	462,390.00	462,390.00	31,623.10	163,924.46	615.76	297,849.78	35.58 %
5710 - Public Affairs	1,115,252.00	1,115,252.00	62,737.83	667,510.51	11,183.44	436,558.05	60.86 %
5720 - Grants & Rebates	146,000.00	146,000.00	179.97	3,427.50	0.00	142,572.50	2.35 %
5730 - Water Resources Management	340,060.00	340,060.00	0.00	22,209.00	77,791.00	240,060.00	29.41 %
5740 - HydroSTEM	99,650.00	99,650.00	0.00	1,500.00	0.00	98,150.00	1.51 %
6200 - Interest Expense	974,350.00	974,350.00	0.00	226,390.53	0.00	747,959.47	23.24 %
6800 - Other Non-Operating Expense	0.00	0.00	0.00	162,000.00	0.00	-162,000.00	0.00 %
<b>Expense Total:</b>	<b>27,132,217.00</b>	<b>27,132,217.00</b>	<b>2,127,877.44</b>	<b>10,911,264.65</b>	<b>1,163,100.92</b>	<b>15,057,851.43</b>	<b>44.50 %</b>
<b>Report Surplus (Deficit):</b>	<b>3,014,807.00</b>	<b>3,014,807.00</b>	<b>-355,973.80</b>	<b>4,524,900.28</b>	<b>-1,163,100.92</b>	<b>346,992.36</b>	<b>111.51 %</b>

Budget Report

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
100 - Water Operations Fund	3,014,807.00	3,014,807.00	-355,973.80	4,524,900.28	-1,163,100.92	346,992.36
Report Surplus (Deficit):	3,014,807.00	3,014,807.00	-355,973.80	4,524,900.28	-1,163,100.92	346,992.36





West Valley Water District, CA

## Budget Report Group Summary

For Fiscal: 2019-2020 Period Ending: 01/31/2020

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Revenue</b>							
4000 - Water consumption sales	17,077,918.00	17,077,918.00	1,241,466.32	11,172,357.94	0.00	-5,905,560.06	65.42 %
4010 - Water service charges	6,999,071.00	6,999,071.00	862,994.26	4,404,545.79	0.00	-2,594,525.21	62.93 %
4020 - Other operating revenue	3,683,235.00	3,683,235.00	63,433.40	1,423,984.30	0.00	-2,259,250.70	38.66 %
4030 - Property Taxes	1,970,000.00	1,970,000.00	32,473.66	196,391.27	0.00	-1,773,608.73	9.97 %
4040 - Interest & Investment Earnings	375,000.00	375,000.00	0.00	360,677.83	0.00	-14,322.17	96.18 %
4050 - Rental Revenue	30,000.00	30,000.00	4,116.10	20,155.38	0.00	-9,844.62	67.18 %
4060 - Grants and Reimbursements	0.00	0.00	9,171.46	65,980.35	0.00	65,980.35	0.00 %
4080 - Other Non-Operating Revenue	11,800.00	11,800.00	0.00	5,727.27	0.00	-6,072.73	48.54 %
<b>Revenue Total:</b>	<b>30,147,024.00</b>	<b>30,147,024.00</b>	<b>2,213,655.20</b>	<b>17,649,820.13</b>	<b>0.00</b>	<b>-12,497,203.87</b>	<b>58.55 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 01/31/2020

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>							
5110 - Source Of Supply	1,682,292.00	1,682,292.00	631,622.28	1,169,892.98	0.00	512,399.02	69.54 %
5210 - Production	3,227,110.00	3,227,110.00	250,800.64	1,620,729.95	58,978.53	1,547,401.52	52.05 %
5310 - Water Quality	667,679.00	667,679.00	48,145.72	276,565.52	18,618.60	372,494.88	44.21 %
5320 - Water Treatment - Perchlorate	601,600.00	601,600.00	2,145.49	102,412.35	3,868.24	495,319.41	17.67 %
5350 - Water Treatment - FBR/FXB	2,314,210.00	2,314,210.00	122,603.69	852,280.04	328,349.88	1,133,580.08	51.02 %
5390 - Water Treatment - Roemer/Arsenic	1,840,730.00	1,840,730.00	134,896.90	870,794.38	269,002.10	700,933.52	61.92 %
5410 - Maintenance - T & D	2,427,170.00	2,427,170.00	182,749.68	1,159,921.57	189,266.97	1,077,981.46	55.59 %
5420 - Asset Management	422,570.00	422,570.00	43,382.95	242,361.52	103.65	180,104.83	57.38 %
5510 - Customer Service	847,550.00	847,550.00	89,038.52	493,903.47	6,948.50	346,698.03	59.09 %
5520 - Meter Reading	1,160,926.00	1,160,926.00	66,753.27	460,846.13	19,569.36	680,510.51	41.38 %
5530 - Billing	529,525.00	529,525.00	59,961.85	268,703.55	0.00	260,821.45	50.74 %
5610 - Administration	2,361,280.00	2,361,280.00	116,432.73	1,122,048.39	19,675.92	1,219,555.69	48.35 %
5615 - General Operations	2,734,890.00	2,734,890.00	72,270.34	1,052,644.31	81,070.26	1,601,175.43	41.45 %
5620 - Accounting	777,983.00	777,983.00	97,122.33	417,749.54	0.00	360,233.46	53.70 %
5630 - Engineering	-12,308.00	-12,308.00	183,437.92	819,248.41	1,939.76	-833,496.17	-6,671.99 %
5640 - Business Systems	1,225,074.00	1,225,074.00	73,247.29	521,997.23	50,964.65	652,112.12	46.77 %
5645 - GIS	150,200.00	150,200.00	0.00	1,454.96	0.00	148,745.04	0.97 %
5650 - Board Of Directors	226,350.00	226,350.00	13,396.66	120,058.78	0.00	106,291.22	53.04 %
5660 - Human Resources/Risk Management	809,684.00	809,684.00	75,241.09	353,938.92	5,414.80	450,330.28	44.38 %
5680 - Purchasing	462,390.00	462,390.00	45,085.76	209,010.22	811.41	252,568.37	45.38 %
5710 - Public Affairs	1,115,252.00	1,115,252.00	119,668.00	787,178.51	17,401.33	310,672.16	72.14 %
5720 - Grants & Rebates	146,000.00	146,000.00	5,379.13	8,806.63	0.00	137,193.37	6.03 %
5730 - Water Resources Management	340,060.00	340,060.00	2,500.00	24,709.00	77,791.00	237,560.00	30.14 %
5740 - HydroSTEM	99,650.00	99,650.00	0.00	1,500.00	0.00	98,150.00	1.51 %
6200 - Interest Expense	974,350.00	974,350.00	0.00	226,390.53	0.00	747,959.47	23.24 %
6800 - Other Non-Operating Expense	0.00	0.00	0.00	162,000.00	0.00	-162,000.00	0.00 %
<b>Expense Total:</b>	<b>27,132,217.00</b>	<b>27,132,217.00</b>	<b>2,435,882.24</b>	<b>13,347,146.89</b>	<b>1,149,774.96</b>	<b>12,635,295.15</b>	<b>53.43 %</b>
<b>Report Surplus (Deficit):</b>	<b>3,014,807.00</b>	<b>3,014,807.00</b>	<b>-222,227.04</b>	<b>4,302,673.24</b>	<b>-1,149,774.96</b>	<b>138,091.28</b>	<b>104.58 %</b>

Budget Report

For Fiscal: 2019-2020 Period Ending: 01/31/2020

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
100 - Water Operations Fund	3,014,807.00	3,014,807.00	-222,227.04	4,302,673.24	-1,149,774.96	138,091.28
Report Surplus (Deficit):	3,014,807.00	3,014,807.00	-222,227.04	4,302,673.24	-1,149,774.96	138,091.28



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** JANUARY 2020 PURCHASE ORDER REPORT

---

**BACKGROUND:**

The West Valley Water District (“District”) generated four hundred and seven (407) Purchase Orders (“PO”) in the month of January 2020 to various vendors that provide supplies and services to the District. The total amount issued to PO’s for the month of January 2020 was **\$2,333,804.14**. A table listing all PO’s for January 2020 is shown in **Exhibit A**.

**FISCAL IMPACT:**

There is no fiscal impact for producing the January 2020 Purchase Order Report.

**STAFF RECOMMENDATION:**

Receive and file the January 2020 Purchase Order Report.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Clarence C. Mansell Jr." is positioned above a horizontal line.

Clarence Mansell Jr, General Manager

CM;ar

**ATTACHMENT(S):**

1. January 2020 Purchase Order Report

# Exhibit A



West Valley Water District, CA

# Purchase Order Summary Report

## Purchase Order Detail

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0565	CASH HANDLING TRAINING 00794 - CUCAMONGA VALLEY WATER DISTRICT	Completed West Valley Water District	1/2/2020 1/16/2020	0.00	350.00
20-0566	AMAZON PURCHASE 01450 - AMAZON	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	272.16
20-0567	POSTAGE METER 00380 - TOTALFUNDS	Completed West Valley Water District	1/2/2020 1/16/2020	0.00	39.00
20-0568	LABWORK 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	450.00
20-0569	Temporary Asphalt 00245 - VULCAN MATERIALS COMPANY	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	1,515.06
20-0570	Kyle Crowther - Credit Card Charges 01774 - BANK OF AMERICA-9697	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	3,395.51
20-0571	Crystal Escalera - Credit Card Charges 01590 - BANK OF AMERICA-1405	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	2,905.92
20-0572	Compaction Test For Valley and Spruce 01831 - KOURY ENGINEERING & TESTING INC	Completed West Valley Water District	1/2/2020 1/16/2020	0.00	840.00
20-0573	Varner & Brandt - Legal Bills BOD Approved 11-21-1 01612 - VARNER & BRANDT	Voided West Valley Water District	1/2/2020 1/16/2020	0.00	7,794.68
20-0574	Hasa 01641 - HASA INC.	Voided West Valley Water District	1/2/2020 1/16/2020	0.00	3,037.48
20-0575	Lab Tests 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/2/2020 1/16/2020	0.00	527.75
20-0576	USA BLUE BOOK 00360 - USA BLUEBOOK	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	3,137.84
20-0577	Lab Tests 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/2/2020 1/16/2020	0.00	974.75
20-0578	PXM 2260MA65405 Power Meter 00016 - CED CREDIT OFFICE	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	2,909.25
20-0580	LABWORK 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/2/2020 1/16/2020	0.00	323.50
20-0581	LABWORK 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	488.25
20-0582	AIR HOSE 00328 - AIR & HOSE SOURCE INC	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	49.33
20-0583	DOM MAINS 00016 - CED CREDIT OFFICE	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	491.62

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0584	COLTON TRUCK 01584 - COLTON TRUCK TERMINAL GARAGE	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	249.76
20-0585	FMB TRUCK 01492 - FMB TRUCK OUTFITTERS, INC.	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	210.72
20-0586	FMB TRUCK 01492 - FMB TRUCK OUTFITTERS, INC.	Outstanding West Valley Water District	1/3/2020 1/17/2020	0.00	13.95
20-0587	FASTENAL 01421 - FASTENAL COMPANY	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	94.94
20-0588	FASTENAL 01421 - FASTENAL COMPANY	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	269.41
20-0589	FASTENAL 01421 - FASTENAL COMPANY	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	426.05
20-0590	FASTENAL 01421 - FASTENAL COMPANY	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	372.85
20-0591	HOME DEPOT 00386 - HOME DEPOT	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	78.06
20-0592	HOME DEPOT 00386 - HOME DEPOT	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	383.04
20-0593	JOHNSONS 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/3/2020 1/17/2020	0.00	42.64
20-0594	JOHNSONS 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/3/2020 1/17/2020	0.00	57.24
20-0595	JOHNSONS 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/3/2020 1/17/2020	0.00	52.33
20-0596	MCMASTER 01567 - MCMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/3/2020 1/17/2020	0.00	369.56
20-0597	MCMASTER 01567 - MCMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/3/2020 1/17/2020	0.00	99.94
20-0598	MCMASTER 01567 - MCMASTER-CARR SUPPLY COMPANY	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	474.42
20-0600	MCMASTER 01567 - MCMASTER-CARR SUPPLY COMPANY	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	367.67
20-0601	JOHNSONS 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/3/2020 1/17/2020	0.00	6.00
20-0603	PG 01700 - PAUL FRANK GRAVESANDE	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	380.00
20-0604	PG 01700 - PAUL FRANK GRAVESANDE	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	188.00
20-0605	OREILLY 01125 - O'REILLY AUTO PARTS	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	67.57

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0606	LABWORK 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	469.50
20-0607	LABWORK 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	374.75
20-0608	LABWORK 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	476.50
20-0609	LABWORK 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	462.75
20-0610	RAMCO 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	125.00
20-0611	RAMCO 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	125.00
20-0612	RAMCO 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	125.00
20-0613	RAMCO 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	60.97
20-0614	RAMCO 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	54.05
20-0615	LANCE CERT 00929 - DRAKE, LANCE W	Completed West Valley Water District	1/3/2020 1/17/2020	0.00	105.00
20-0616	Spool For Maint 00748 - YO FIRE	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	173.83
20-0617	Oil Change truck 238 00583 - ROTOLO CHEVROLET	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	49.86
20-0618	UTILITY EXCAVATION PERMIT 00069 - CITY OF FONTANA	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	249.00
20-0619	O'REILLY AUTO PARTS 01125 - O'REILLY AUTO PARTS	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	191.79
20-0620	FLOWERS FOR EMPLOYEE 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/6/2020 1/20/2020	0.00	59.80
20-0621	EQUIPMENT MAINTENANCE 01654 - HAAKER EQUIPMENT COMPANY	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	262.17
20-0622	Restroom Chemical Supply 12/11/19 00337 - CINTAS CORPORATION	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	146.88
20-0624	Breakage/spoil disposal 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	625.00
20-0625	3/8 air hose reel 01421 - FASTENAL COMPANY	Outstanding West Valley Water District	1/6/2020 1/20/2020	0.00	501.52
20-0629	JOHNSONS 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	22.61



## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0630	P.O. BOX RENEWAL 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/6/2020 1/20/2020	0.00	268.00
20-0631	CHLORINE 01641 - HASA INC.	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	366.33
20-0632	POSTAGE 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/6/2020 1/20/2020	0.00	410.00
20-0633	LAB TESTS 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	398.00
20-0634	LAB TEST 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	431.00
20-0635	LAB TESTS 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/6/2020 1/20/2020	0.00	453.75
20-0636	LAB TESTS 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	423.00
20-0637	MAINTENANCE SUPPLIES 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	22.06
20-0638	PARTS FOR 420 E BACKHOE 01528 - QUINN COMPANY	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	209.32
20-0639	COSTCO ORDER 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	477.22
20-0640	YO FIRE 00748 - YO FIRE	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	183.18
20-0641	ENGRAVED ROWMARK CHANNING HAWKINS 01337 - THE FIELLO GROUP LLC	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	16.47
20-0642	CINTAS 00337 - CINTAS CORPORATION	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	358.69
20-0643	FBR TOOLS 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	484.86
20-0644	QUIET ROOM FURNITURE 01515 - GUTIERREZ, ROSA	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	429.91
20-0645	AMAZON DATE STAMP 01450 - AMAZON	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	17.50
20-0646	AMAZON OFFICE SUPPLIES 01450 - AMAZON	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	473.33
20-0647	MAINTENANCE PARTS 00748 - YO FIRE	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	322.97
20-0648	COPPER TUBING 00748 - YO FIRE	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	398.68
20-0649	MAINTENANCE SUPPLIES 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	32.65

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0650	WATER QUALITY SUPPLIES 00360 - USA BLUEBOOK	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	166.87
20-0651	VALVE REPAIR 00029 - INLAND WATER WORKS SUPPLY CO	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	349.75
20-0652	LAB TESTS 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	465.00
20-0653	SO CAL LOCK 01526 - SO CAL LOCKSMITH / MARY K DUNSMORE	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	34.31
20-0654	SO CAL LOCK 01526 - SO CAL LOCKSMITH / MARY K DUNSMORE	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	112.84
20-0655	SO CAL LOCK 01526 - SO CAL LOCKSMITH / MARY K DUNSMORE	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	12.84
20-0656	FASTENAL 01421 - FASTENAL COMPANY	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	62.04
20-0657	BURRTEC 00022 - BURRTEC WASTE INDUSTRIES INC	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	242.91
20-0658	SHARP 00065 - JACK L SHARP SR	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	185.00
20-0659	AWWA Water Loss Validation Audit 01671 - WILEY, MARK	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	2,500.00
20-0660	Emergency Response Plan 01649 - LOS ANGELES COUNTY PUBLIC SAFETY	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	7,500.00
20-0661	AM Implentation Services 01661 - RAINTEK ENTERPRISES INC	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	7,095.00
20-0662	Temporary Employee Services 01452 - AEROTEK INC	Completed West Valley Water District	1/7/2020 1/21/2020	0.00	13,987.28
20-0663	Zone 7 Pressure Regulation Valve and Main Improvem 00272 - ENGINEERING RESOURCES INC	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	21,400.00
20-0664	Bunker Hill Well Siting Evaluation 00085 - GEOSCIENCE SUPPORT SVCS INC	Outstanding West Valley Water District	1/7/2020 1/21/2020	0.00	22,974.00
20-0665	JOHNSON CONTROLS 01112 - JOHNSON CONTROLS FIRE PROTECTION LP	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	387.00
20-0666	RIALTO WATER 00047 - RIALTO WATER SERVICES	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	125.65
20-0667	CITY OF RIALTO 01367 - CITY OF RIALTO-ALARM PROGRAM	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	546.10
20-0668	COLTON TRUCK 01584 - COLTON TRUCK TERMINAL GARAGE	Outstanding West Valley Water District	1/8/2020 1/22/2020	0.00	249.76
20-0669	FISH WINDOW 00900 - FISH WINDOW CLEANING	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	45.00

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0670	SPINITAR 01218 - SPINITAR	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	445.00
20-0671	OFFICE SOLUTIONS 01233 - OFFICE SOLUTIONS BUSINESS PRODUCTS	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	499.74
20-0672	EDISON 00050 - SO CALIFORNIA EDISON	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	127.35
20-0673	WVWD VOUCHER 01625 - COUNTY OF SAN BERNARDINO	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	135.00
20-0674	AMAZON 01450 - AMAZON	Outstanding West Valley Water District	1/8/2020 1/22/2020	0.00	121.46
20-0675	ACTUARIAL CONSULTING SERVICES 01413 - BARTEL ASSOCIATES, LLC	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	5,645.00
20-0676	POSTAGE PRINTING 01052 - INFOSEND INC	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	10,880.14
20-0677	AUDIT SERVICES 01228 - THE PUN GROUP	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	20,000.00
20-0678	STATE WATER PROJECT SEASONAL ORDER 00077 - SB VALLEY MUNICIPAL	Completed West Valley Water District	1/6/2020 1/20/2020	0.00	525,000.00
20-0679	IT Phone System Upgrade 01151 - CONVERGEONE, INC	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	5,303.00
20-0680	AT&T 00039 - AT&T	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	67.07
20-0681	AT&T 00039 - AT&T	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	463.80
20-0682	AT&T 00039 - AT&T	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	878.13
20-0683	AT&T 00039 - AT&T	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	860.73
20-0684	AT&T 00039 - AT&T	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	881.82
20-0685	AT&T 00039 - AT&T	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	667.69
20-0686	AT&T 00039 - AT&T	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	1,247.57
20-0687	AMAZON 01450 - AMAZON	Outstanding West Valley Water District	1/8/2020 1/22/2020	0.00	198.96
20-0689	ENCROACHMENT PERMIT 00631 - COUNTY OF SAN BERNARDINO	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	410.00
20-0690	ABF 00053 - ADVANTAGE BUSINESS FORMS INC	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	242.44

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0691	JOHNSON CONTROLS 01112 - JOHNSON CONTROLS FIRE PROTECTION LP	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	741.00
20-0692	CINTAS 00337 - CINTAS CORPORATION	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	146.88
20-0693	IT HARDWARE FOR PHONE UPGRADE 01151 - CONVERGEONE, INC	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	10,503.33
20-0695	Stock Order Ball Valves Urgent 00748 - YO FIRE	Completed West Valley Water District	1/8/2020 1/22/2020	0.00	4,827.03
20-0696	RUGS AND TOWELS 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	236.48
20-0697	UNIFORMS ENGINEERING 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	8.50
20-0698	Uniforms Purchasing 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	11.25
20-0699	Production Uniforms 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	39.25
20-0700	Uniforms FBR 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	20.34
20-0701	Stock Order 1/9/20 00748 - YO FIRE	Outstanding West Valley Water District	1/8/2020 1/22/2020	0.00	22,557.21
20-0702	OPR Uniforms 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	15.30
20-0705	Uniforms Meters 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	31.06
20-0706	Uniforms Asset Mgmt 11/27/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	5.30
20-0707	Uniforms Engineering 12/11/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	8.50
20-0709	Production Uniforms 12/11/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	39.25
20-0710	Uniforms FBR 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	20.34
20-0711	OPR Uniforms 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	15.30
20-0713	Uniforms Maintenance 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	43.84
20-0714	Uniforms Meters 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	31.06
20-0715	Uniforms Asset Mgmt 11/27/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	5.30

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0716	Uniforms Engineering 12/11/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	8.50
20-0717	Uniforms Purchasing 12/11/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	11.25
20-0718	Production Uniforms 12/11/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	39.25
20-0719	Uniforms FBR 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	20.34
20-0720	OPR Uniforms 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	15.30
20-0721	Uniforms Quality 12/4/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/9/2020 1/23/2020	0.00	14.01
20-0722	Uniforms Maintenance 1/10/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	43.84
20-0723	Uniforms Meters 1/10/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	31.06
20-0724	Uniforms Asset Mgmt 1/10/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	5.30
20-0725	Uniforms Engineering 1/10/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	8.50
20-0726	Uniforms Purchasing 1/10/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	11.25
20-0727	Production Uniforms 1/10/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	39.25
20-0728	Uniforms FBR 1/10/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	20.34
20-0729	RUGS AND TOWELS 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	236.48
20-0730	OPR Uniforms 1/8/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	15.30
20-0731	Uniforms Quality 1/8/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	14.01
20-0732	Uniforms Maintenance 1/18/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	43.84
20-0733	Uniforms Meters 1/8/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	31.06
20-0734	Uniforms Asset Mgmt 1/8/20 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	5.30
20-0735	RAGS AND TOWELS 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	95.16

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0736	RAGS AND TOWELS 12/10/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	95.16
20-0737	RAGS AND TOWELS 12/17/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	95.16
20-0738	RAGS AND TOWELS 12/24/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	95.16
20-0739	RAGS AND TOWELS 12/18/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	236.48
20-0740	RAGS AND TOWELS 12/11/19 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	227.75
20-0741	PENCIL SHARPENER 01450 - AMAZON	Outstanding West Valley Water District	1/10/2020 1/24/2020	0.00	30.37
20-0742	RUDYS PHONE 00344 - VERIZON WIRELESS PHONES	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	160.99
20-0743	CLASSSSIC RESTROOM 00936 - DIAMOND ENVIRONMENTAL SERVICES LLC	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	108.21
20-0744	BOOTS FOR A HILLMAN 01644 - BOOT BARN INC	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	200.00
20-0745	BOOTS FOR JESSE 01644 - BOOT BARN INC	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	200.00
20-0746	BOOTS FOR LUIS 01644 - BOOT BARN INC	Completed West Valley Water District	1/7/2020 1/24/2020	0.00	319.05
20-0747	PMI AND CHAPTER MEMBERSHIP 02016 - BERTHA PEREZ	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	169.00
20-0748	FBR DAF 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/10/2020 1/24/2020	0.00	72.99
20-0749	District Trash Service December 2019 00022 - BURRTEC WASTE INDUSTRIES INC	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	661.91
20-0750	Enterprise Lease Vehicles December 2019 00926 - ENTERPRISE FLEET MANAGEMENT INC	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	5,712.98
20-0751	Janitorial Supplies Nov 2019 00931 - ALL PRO ENTERPRISES INC.	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	766.07
20-0752	ABPA Training 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	85.00
20-0754	Submeter parts for FBR 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	712.56
20-0755	Interior Inspection of R3A-1 01162 - RSH CONSTRUCTION SERVICES	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	2,000.00
20-0756	Elko Light Bulbs LED 100 00150 - ROYAL INDUSTRIAL SOLUTIONS	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	1,262.83

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0758	BUSINESS CARDS 00053 - ADVANTAGE BUSINESS FORMS INC	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	321.10
20-0759	RIALTO CHAMBERS OF COMMERCE DUES 00071 - RIALTO CHAMBER OF COMMERCE	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	300.00
20-0760	U.S.A. MARKING PAINT 01421 - FASTENAL COMPANY	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	65.52
20-0761	RIALTO WATER SERVICES 00047 - RIALTO WATER SERVICES	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	73.75
20-0762	CABLE/INTERNET BILL 00752 - TIME WARNER CABLE	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	115.92
20-0763	TOOLS FOR PLANT SHOP 01567 - MCMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	494.06
20-0764	BIN BOX FOR PARTS 01567 - MCMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	170.01
20-0765	WORK SHED 01567 - MCMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	170.01
20-0766	SHOP FOR FILTER 01567 - MCMASTER-CARR SUPPLY COMPANY	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	150.98
20-0767	LABELING DIVIDER BOXES 01567 - MCMASTER-CARR SUPPLY COMPANY	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	463.40
20-0768	PROGRAM KEY PAD 01526 - SO CAL LOCKSMITH / MARY K DUNSMORE	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	109.63
20-0769	PHYSICAL 01725 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	103.00
20-0770	DRIVER MONITOR 00883 - SAMBA HOLDINGS INC	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	103.75
20-0771	SAFETY MEETING 00862 - SAFETY COMPLIANCE COMPANY	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	200.00
20-0772	SAFETY MEETING 00862 - SAFETY COMPLIANCE COMPANY	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	225.00
20-0773	SAFETY MEETING 00862 - SAFETY COMPLIANCE COMPANY	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	225.00
20-0774	SAFETY MEETING 00862 - SAFETY COMPLIANCE COMPANY	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	200.00
20-0775	SAFETY MEETING 00862 - SAFETY COMPLIANCE COMPANY	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	225.00
20-0776	PHYSICAL 01725 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	417.00
20-0777	BINS IN TOOL ROOM 01567 - MCMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	195.77

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0778	JANITORIAL SUPPLIES 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	95.16
20-0779	JANITORIAL SUPPLIES 01175 - UNIFIRST CORPORATION	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	95.16
20-0780	LCW TRAINING 01439 - LIEBERT CASSIDY WHITMORE	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	455.00
20-0781	LAB TEST 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	494.00
20-0782	Oracle Primavera P6 Professional 02011 - ORACLE AMERICA INC	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	529.50
20-0783	ROEMER G.A.C. VESSELS LAB TEST 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/14/2020 1/28/2020	0.00	497.47
20-0784	TOOLS FOR JESSE 00037 - NED'S OIL SALES INC	Completed West Valley Water District	1/10/2020 1/24/2020	0.00	74.26
20-0786	AT&T 00247 - AT&T LONG DISTANCE	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	98.82
20-0787	LABWORK 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/2/2020 1/16/2020	0.00	227.75
20-0788	DISBURSEMENT VOUCHER 00261 - UNITED STATES POSTAL SERVICE	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	500.00
20-0789	Professional Services 02018 - DAKOTA COMMUNICATIONS LLC	Completed West Valley Water District	1/15/2020 1/29/2020	0.00	4,146.25
20-0790	Professional Services 02018 - DAKOTA COMMUNICATIONS LLC	Completed West Valley Water District	1/15/2020 1/29/2020	0.00	4,427.50
20-0791	2020 Conservation Calendar 01311 - MINUTEMAN PRESS OF RANCHO CUCAMONGA	Outstanding West Valley Water District	1/15/2020 1/29/2020	0.00	4,252.89
20-0792	OPR Electric Bill 00050 - SO CALIFORNIA EDISON	Completed West Valley Water District	1/14/2020 1/28/2020	0.00	29,306.27
20-0793	Elster Amco SM700S w/Sensus Touch Couple & Addapt 01722 - HONEYWELL	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	21,673.91
20-0794	3/4" Elster Amco SM700S w/Sensus Tch Cplr & Adptr 01722 - HONEYWELL	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	24,793.28
20-0795	Southern California Edison 00050 - SO CALIFORNIA EDISON	Completed West Valley Water District	1/15/2020 1/29/2020	0.00	117,416.33
20-0796	CSDA - RMS Regular Member 00161 - CALIFORNIA SPECIAL DIST ASSOC	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	7,615.00
20-0797	IEUA - Meter Unit Charge & Untreated Water 01739 - INLAND EMPIRE UTILITIES AGENCY	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	90,860.80
20-0798	CSWRCB - Wayer System Annual Fee Invoice 00075 - STATE WATER RESOURCES CONTROL BOARD	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	9,054.58



## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0799	Verizon 9844803347 00344 - VERIZON WIRELESS PHONES	Completed West Valley Water District	1/13/2020 1/27/2020	0.00	5,400.09
20-0800	AT&T Monthly Statement 90987569708463 00039 - AT&T	Outstanding West Valley Water District	1/13/2020 1/27/2020	0.00	1,088.83
20-0801	Emergency Managment Consulting Services 01649 - LOS ANGELES COUNTY PUBLIC SAFETY	Completed West Valley Water District	1/16/2020 1/30/2020	0.00	9,500.00
20-0802	MONTHLY FEE FOR SOUND WALL WELL 54 01442 - BEHRENS AND ASSOCIATES INC	Completed West Valley Water District	1/16/2020 1/30/2020	0.00	560.30
20-0803	East Valley Water District Solar Challenge 00747 - EAST VALLEY WATER DISTRICT	Completed West Valley Water District	1/16/2020 1/30/2020	0.00	2,500.00
20-0804	CLEANING OF TANK AT RESERVOICE 2-3 EXTRA TIME 01569 - CSI SERVICES, INC	Completed West Valley Water District	1/16/2020 1/30/2020	0.00	7,120.00
20-0805	CLEANING OF RESERVOIRS 2-3 AND 2-4 EXTRA TIME 01569 - CSI SERVICES, INC	Completed West Valley Water District	1/16/2020 1/30/2020	0.00	4,000.00
20-0806	Comb Binding Machine for Administration Area 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/16/2020 1/30/2020	0.00	1,178.20
20-0807	AMERICAN WATER COLLEGE 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/17/2020 1/31/2020	0.00	299.99
20-0808	PIZZA 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/15/2020 1/29/2020	0.00	56.68
20-0809	EDISON 00050 - SO CALIFORNIA EDISON	Completed West Valley Water District	1/16/2020 1/30/2020	0.00	84.97
20-0810	COLTON PUBLIC UTILITIES ELETRIC 01621 - COLTON PUBLIC UTILITIES	Completed West Valley Water District	1/16/2020 1/30/2020	0.00	336.10
20-0811	WEEKLY FILTER BUILDING 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/15/2020 1/29/2020	0.00	429.25
20-0812	Online Biller - Dec 2019 01052 - INFOSEND INC	Completed West Valley Water District	1/17/2020 1/31/2020	0.00	1,797.33
20-0813	COSTCO OFFICE SUPPLIES 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/17/2020 1/31/2020	0.00	463.61
20-0814	ARMOR GUARD 01594 - FLEET SERVICES INC	Completed West Valley Water District	1/17/2020 1/31/2020	0.00	23.54
20-0815	BOTTLED WATER 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/17/2020 1/31/2020	0.00	485.99
20-0816	OFFICE SUPPLIES 01233 - OFFICE SOLUTIONS BUSINESS PRODUCTS	Completed West Valley Water District	1/17/2020 1/31/2020	0.00	477.50
20-0817	RAGS AND TOWELS 1/15/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/17/2020 1/31/2020	0.00	236.48
20-0818	Uniforms Asset Mgmt 1/15/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/17/2020 1/31/2020	0.00	5.30

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0819	Uniforms FBR 1/15/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/10/2020 1/24/2020	0.00	20.34
20-0820	OPR Uniforms 1/15/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/17/2020 1/31/2020	0.00	15.30
20-0821	ChevronSyn Oil for Floc Motors 01783 - SC COMMERCIAL LLC	Completed West Valley Water District	1/21/2020 2/4/2020	0.00	460.83
20-0822	Enterprise Lease Vehicles January 2020 00926 - ENTERPRISE FLEET MANAGEMENT INC	Completed West Valley Water District	1/21/2020 2/4/2020	0.00	5,716.43
20-0823	Water Revenue Refunding Bonds 00188 - US BANK	Completed West Valley Water District	1/21/2020 2/4/2020	0.00	2,000.00
20-0824	Statement Postage 01052 - INFOSEND INC	Completed West Valley Water District	1/21/2020 2/4/2020	0.00	11,478.36
20-0825	Lytle Creek Stream Flow Dec 2019 00102 - CITY OF SAN BERNARDINO	Completed West Valley Water District	1/21/2020 2/4/2020	0.00	15,761.48
20-0826	DISTRIBUTION 2 LIC. 02016 - BERTHA PEREZ	Completed West Valley Water District	1/21/2020 2/4/2020	0.00	399.99
20-0827	NED'S 00037 - NED'S OIL SALES INC	Completed West Valley Water District	1/21/2020 2/4/2020	0.00	6.97
20-0828	AMERICAN WATER COLLEGE 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/21/2020 2/4/2020	0.00	399.98
20-0829	CINTAS 00337 - CINTAS CORPORATION	Completed West Valley Water District	1/21/2020 2/4/2020	0.00	358.69
20-0830	STATER BROS. 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/21/2020 2/4/2020	0.00	19.14
20-0831	W.Q. UNIFORMS 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	18.52
20-0832	BofA 8005 - American Water College - Richie 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	599.97
20-0833	Bloominton Phase 3 Update to Bid Pack for Phase 3B 01440 - ALBERT A WEBB ASSOCIATES	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	9,900.00
20-0834	ENGINEERING UNIFORMS 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	161.81
20-0835	CLIFF UNIFORMS 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	6.74
20-0836	Production Uniforms 1/15/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	39.25
20-0837	GWTS - Flood Control Agreement No. 16-256 - 2019 00349 - SB COUNTY FLOOD CONTROL DISTRICT	Completed West Valley Water District	1/22/2020 2/5/2020	0.00	3,785.20
20-0838	Uniforms Meters 1/15/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	119.08

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0839	CAPPO 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/21/2020 2/4/2020	0.00	130.00
20-0840	Clinical Labs -Invoice# 19L0534-WES02 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	530.00
20-0841	Edison - Srvc Rqst 1633 N. Pepper, Rialto 01057 - SOUTHERN CALIFORNIA EDISON	Completed West Valley Water District	1/22/2020 2/5/2020	0.00	16,575.23
20-0842	Employee Relations, Inc. Invoice86890 00621 - EMPLOYEE RELATIONS	Completed West Valley Water District	1/22/2020 2/5/2020	0.00	512.60
20-0843	Safety Compliance Forklift Training 00862 - SAFETY COMPLIANCE COMPANY	Completed West Valley Water District	1/22/2020 2/5/2020	0.00	770.00
20-0844	Concerta Invoice66404222 01725 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	Completed West Valley Water District	1/22/2020 2/5/2020	0.00	937.00
20-0845	Fontana Heralds News Article & Calendar 01323 - FONTANA HERALD NEWS	Completed West Valley Water District	1/22/2020 2/5/2020	0.00	3,425.00
20-0846	SoCal Gas 12/9/19-1/9/20 00051 - THE GAS COMPANY	Completed West Valley Water District	1/22/2020 2/5/2020	0.00	504.65
20-0847	Meter Boxes for Inventory 01/16/2020 00941 - OLDCASTLE INFRASTRUCTURE INC	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	21,730.50
20-0848	Office Computers 00326 - CDW GOVERNMENT INC	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	18,344.61
20-0849	Refrigerator for Customer Service Breakroom 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	1,399.67
20-0850	Uniforms Maintenance 1/15/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/23/2020 2/6/2020	0.00	250.64
20-0851	SAMPLES WELL 42 IX SYSTEM WEEKLY 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	370.00
20-0852	Water Cases for Public Affairs 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/23/2020 2/6/2020	0.00	1,387.04
20-0853	ABF WORK REPORTS 00053 - ADVANTAGE BUSINESS FORMS INC	Completed West Valley Water District	1/23/2020 2/6/2020	0.00	371.74
20-0854	Verizon Connect - 42 Device Monthly Srvc Jan 2020 01752 - VERIZON CONNECT NWF INC	Outstanding West Valley Water District	1/24/2020 2/7/2020	0.00	795.90
20-0855	Ladders for Shop IT 00066 - GRAINGER INC	Completed West Valley Water District	1/24/2020 2/7/2020	0.00	635.94
20-0856	Dewatering pumps 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/24/2020 2/7/2020	0.00	1,096.90
20-0857	Custom Fab Pump Enclosure 00748 - YO FIRE	Outstanding West Valley Water District	1/24/2020 2/7/2020	0.00	832.39
20-0858	Cash Drawers for C/S 01450 - AMAZON	Outstanding West Valley Water District	1/24/2020 2/7/2020	0.00	678.79

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0859	Locks for District 00149 - HERCULES INDUSTRIES	Outstanding West Valley Water District	1/24/2020 2/7/2020	0.00	1,729.76
20-0860	Meter Order for AMR Project 01/24/20 01722 - HONEYWELL	Outstanding West Valley Water District	1/24/2020 2/7/2020	0.00	21,673.91
20-0861	DC Frost 1st Quarter Year 2 Service 00848 - DC FROST ASSOCIATES INC	Completed West Valley Water District	1/27/2020 2/10/2020	0.00	3,600.00
20-0862	Aqua Metric - Inventor - Meters 00255 - AQUA-METRIC SALES CO	Outstanding West Valley Water District	1/23/2020 2/6/2020	0.00	24,489.97
20-0863	AMERICAN WATER COLLEGE 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/27/2020 2/10/2020	0.00	399.99
20-0864	O'REILLY CAPSULE GREASE 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/27/2020 2/10/2020	0.00	63.34
20-0865	AMERICAN WATER COLLEGE 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/27/2020 2/10/2020	0.00	399.99
20-0866	AMERICAN WATER COLLEGE 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/27/2020 2/10/2020	0.00	349.99
20-0867	RENEW APA MEMBERSHIP FOR 1 YEAR G BERTOLINE 00664 - AMERICAN PAYROLL ASSOCIATION	Completed West Valley Water District	1/28/2020 2/11/2020	0.00	358.00
20-0868	HOME DEPOT WRENCH SOCKKET,TUBING,CHANNEL LO 00386 - HOME DEPOT	Completed West Valley Water District	1/27/2020 2/10/2020	0.00	166.39
20-0869	HOME DEPOT BOOT,HOSE,PRESSURE SPRAYER 00386 - HOME DEPOT	Outstanding West Valley Water District	1/27/2020 2/10/2020	0.00	219.68
20-0870	JOHNSON'S HARDWARE EXT-CORD 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/27/2020 2/10/2020	0.00	26.93
20-0871	HOME DPOT ADJUSTABLE TAPERED 00386 - HOME DEPOT	Completed West Valley Water District	1/27/2020 2/10/2020	0.00	99.00
20-0872	HOME DEPOT CRIMPING PLIERS 00386 - HOME DEPOT	Completed West Valley Water District	1/27/2020 2/10/2020	0.00	27.70
20-0873	HOME DEPOT PIPE WRENCH 00386 - HOME DEPOT	Completed West Valley Water District	1/27/2020 2/10/2020	0.00	161.46
20-0874	RESTROOM DEEP CLEANING JAN 2020 00337 - CINTAS CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	358.69
20-0875	CERTIFIED FLOW TEST 00492 - MCCALLS METERS INC	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	40.00
20-0876	MATERIALS FOR INTAKE FILTERS FBR 01567 - MCMMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	231.57
20-0877	AWC INTRO TO WATER TREATMENT T. NAVARRO 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	349.99
20-0878	3A1 PUMP REP/MAINT 01567 - MCMMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	493.00

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0879	SOCALGAS 00051 - THE GAS COMPANY	Completed West Valley Water District	1/28/2020 2/11/2020	0.00	72.33
20-0880	SUPPLIES FOR HYDRANTS 00386 - HOME DEPOT	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	146.27
20-0881	ROEMER PLANT 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/22/2020 2/5/2020	0.00	636.75
20-0882	LUNCH FOR MEETINGS 01590 - BANK OF AMERICA-1405	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	282.50
20-0883	NORTH SYSTEM WEEKLY 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	310.50
20-0884	WELL 42 IX SYSTEM WEEKLY 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	411.75
20-0885	FBR REP/MAINT. 01567 - MCMASTER-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	116.07
20-0886	SEWER/WASTE WATER 00047 - RIALTO WATER SERVICES	Completed West Valley Water District	1/28/2020 2/11/2020	0.00	147.98
20-0887	HAZARDOUS MATERIALS 00232 - SB COUNTY FIRE PROTECTION DISTRICT	Completed West Valley Water District	1/28/2020 2/11/2020	0.00	420.00
20-0888	AWC WATER TREATMENT COURSE BASICS F GONZALEZ 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	299.99
20-0889	AWC WATER TREATMENT COURSE BASICS A MARIN 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	299.99
20-0891	AWC INTRO TO WATER TREATMENT M CERVANTES 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	349.99
20-0892	LATE FEE 01532 - NEOPOST USA INC	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	39.67
20-0893	DISPOSAL OF 4 LOADS 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	500.00
20-0894	ELECTRICAL PARTS FOR LOBBY UPGRADE 00386 - HOME DEPOT	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	176.27
20-0895	DIAGNOSE AND REPAIR 2 YEARD DUMP TRUCK 01603 - INDUSTRIAL TRUCK BODIES & EQUIPMENT	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	391.31
20-0896	SEWER/WASTE WATER 00047 - RIALTO WATER SERVICES	Completed West Valley Water District	1/28/2020 2/11/2020	0.00	73.99
20-0897	WTP CHEMICAL 00360 - USA BLUEBOOK	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	497.82
20-0898	PROD REP/MAINT. 00114 - HACH COMPANY	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	365.58
20-0899	RAGS AND TOWELS 9/10/19 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	95.16

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0900	JANITORIAL SUPPLIES 1/14/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	95.16
20-0901	JANITORIAL SUPPLIES 1/21/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	95.16
20-0902	RAGS AND TOWELS 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	236.48
20-0903	Emergency - Signet Flowtamage Mtr 4"-DAF Feed Mtr 01812 - RYAN HERCO PRODUCTS CORP	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	1,164.35
20-0904	Emergency- 1/2" Tubing Inf. Injector 01812 - RYAN HERCO PRODUCTS CORP	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	2,253.80
20-0905	Clinical_Invoice 20A0627-WES02 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	1,047.75
20-0906	CLIFF UNIFORMS 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	6.74
20-0907	ENGINEERING UNIFORMS 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	14.00
20-0908	Production Uniforms 1/122/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	39.25
20-0909	Uniforms FBR 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	20.34
20-0910	OPR Uniforms 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	15.30
20-0911	W.Q. UNIFORMS 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	18.52
20-0912	WTP GAS 00051 - THE GAS COMPANY	Completed West Valley Water District	1/28/2020 2/11/2020	0.00	116.36
20-0913	WTP CHLORINATION EQUIP. 00628 - LOWES	Completed West Valley Water District	1/28/2020 2/11/2020	0.00	465.56
20-0914	Uniforms Maintenance 1/15/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/23/2020 2/6/2020	0.00	54.56
20-0915	Uniforms Meters 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	35.63
20-0917	Uniforms Asset Mgmt 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	5.30
20-0918	CLINICAL LABS 00013 - CLINICAL LAB OF SAN BERNARDINO INC	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	376.00
20-0919	VENDING MACHINE 01421 - FASTENAL COMPANY	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	439.50
20-0920	VENDING MACHINE 01421 - FASTENAL COMPANY	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	244.60

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0921	DISPOSAL BLOOD SPOIL 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	375.00
20-0922	DISPOSAL LOAD SPOIL 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	250.00
20-0923	ELECTRIC BILL FOR WELL 17 AND 5-2 BOOSTER 00050 - SO CALIFORNIA EDISON	Completed West Valley Water District	1/29/2020 2/12/2020	0.00	481.51
20-0924	ELECTRIC BELL FOR WELL 11 00050 - SO CALIFORNIA EDISON	Completed West Valley Water District	1/29/2020 2/12/2020	0.00	92.40
20-0925	ELECTRIC BILL FOR WELL 22 00050 - SO CALIFORNIA EDISON	Completed West Valley Water District	1/29/2020 2/12/2020	0.00	11.89
20-0926	DISPOSAL 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	125.00
20-0927	DISPOSAL FEE 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	136.87
20-0928	VENDING MACHINE 01421 - FASTENAL COMPANY	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	176.13
20-0929	VENDING MACHINE 01421 - FASTENAL COMPANY	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	151.40
20-0930	SHOP SUPPLIES 00386 - HOME DEPOT	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	167.16
20-0931	SHOP SUPPLIES 00386 - HOME DEPOT	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	213.30
20-0932	SHOP SUPPLIES 00300 - LHB INDUSTRIES	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	67.27
20-0933	SHOP SUPPLIES 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	107.73
20-0934	VEHICLE PARTS 01125 - O'REILLY AUTO PARTS	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	202.47
20-0935	COOLANT HOSE 01700 - PAUL FRANK GRAVESANDE	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	411.00
20-0936	Gasoline Order Jan 2020 01783 - SC COMMERCIAL LLC	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	11,335.97
20-0937	Stock Order 01/28/20 00748 - YO FIRE	Outstanding West Valley Water District	1/28/2020 2/11/2020	0.00	21,009.74
20-0938	2 yard Dump Truck 00583 - ROTOLO CHEVROLET	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	48,483.99
20-0939	MXU Stock Order 01/29/20 00255 - AQUA-METRIC SALES CO	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	23,943.13
20-0940	FILTER PART 00066 - GRAINGER INC	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	10.58

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0941	UV/FILTER 00066 - GRAINGER INC	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	376.92
20-0942	PRESSURE FILTER 01567 - MCMaster-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	456.19
20-0943	PAINT SUPPLIES 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	67.56
20-0944	TYPE 2 MATERIAL 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	48.94
20-0945	BACKFILL DISPOSAL 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	125.00
20-0946	METER GASKETS 00748 - YO FIRE	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	366.35
20-0947	SANITATION RESTROOMS 00936 - DIAMOND ENVIRONMENTAL SERVICES LLC	Received West Valley Water District	1/30/2020 2/13/2020	0.00	108.21
20-0948	AFTER BAY SLUDGE 00386 - HOME DEPOT	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	80.77
20-0949	MATERIAL FOR BACKFILL 00579 - CEMEX INC	Received West Valley Water District	1/30/2020 2/13/2020	0.00	376.26
20-0950	MATERIAL SEND TO BACKFILL 00579 - CEMEX INC	Received West Valley Water District	1/30/2020 2/13/2020	0.00	127.63
20-0951	VENDING RESTOCK 01421 - FASTENAL COMPANY	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	78.27
20-0952	ASSORTED TOOLS 00030 - JOHNSON'S HARDWARE INC	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	8.17
20-0953	FLEX COUPLING / BOLT KIT 00748 - YO FIRE	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	66.56
20-0954	4" PIPE 00748 - YO FIRE	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	365.06
20-0955	SERVICE SADDLE 00748 - YO FIRE	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	63.24
20-0956	PIPE/METER WRENCH 00748 - YO FIRE	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	252.10
20-0959	UV/FILTER 00066 - GRAINGER INC	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	327.57
20-0960	Ladder for Roemer 01567 - MCMaster-CARR SUPPLY COMPANY	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	537.37
20-0961	Backwash valve 501 for Arsenic Plant 01678 - BRAY SALES, INC.	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	1,066.88
20-0962	Disbursement Voucher Lennar Homes 01/14/20 01914 - LENNAR HOMES	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	70,273.90



## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0963	Disbursement Voucher Lennar Homes 01/17/20 01914 - LENNAR HOMES	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	100,079.30
20-0964	Disbursement Voucher Lennar Homes 01/09/20 01914 - LENNAR HOMES	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	114,793.42
20-0965	ENGINEERING UNIFORMS 1/29/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	14.00
20-0966	SEWER/WASTEWATER 00047 - RIALTO WATER SERVICES	Completed West Valley Water District	1/30/2020 2/13/2020	0.00	223.08
20-0967	BLF WATER 00107 - MARTINEZ, RAY	Outstanding West Valley Water District	1/30/2020 2/13/2020	0.00	34.30
20-0968	SEWER 00047 - RIALTO WATER SERVICES	Received West Valley Water District	1/30/2020 2/13/2020	0.00	119.51
20-0969	ELECTRIC BILL (BLF) 00050 - SO CALIFORNIA EDISON	Received West Valley Water District	1/30/2020 2/13/2020	0.00	142.72
20-0970	Uniforms FBR 1/22/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	20.34
20-0971	OPR Uniforms 1/29/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	15.30
20-0972	Production Uniforms 1/129/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	39.25
20-0973	CLIFF UNIFORMS 1/29/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	6.74
20-0974	W.Q. UNIFORMS 1/29/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/29/2020 2/12/2020	0.00	18.52
20-0975	MAINTENANCE UNIFORMS 1/29/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	58.86
20-0976	Uniforms Meters 1/29/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	35.63
20-0977	RAGS AND TOWELS 1/29/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	236.48
20-0978	Preliminary Title Report fo District HQ 01793 - FIRST AMERICAN TITLE COMPANY	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	750.00
20-0979	AMG UNIFORMS 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	93.05
20-0980	DISPOSAL FEES 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	109.52
20-0981	BOBTAIL LOAD 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	125.00
20-0982	BOBTAIL LOAD 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	375.00

## Purchase Order Summary Report

Issued Date Range 01/01/2020 - 01/31/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
20-0983	RAMCO 01597 - RAMCO RECYCLED AGGREGATE MATERIALS	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	39.11
20-0984	MATERIAL SEND FOR BACKFILL 00579 - CEMEX INC	Received West Valley Water District	1/31/2020 2/14/2020	0.00	132.50
20-0985	CEMEX 00579 - CEMEX INC	Received West Valley Water District	1/31/2020 2/14/2020	0.00	395.07
20-0986	CEMEX 00579 - CEMEX INC	Received West Valley Water District	1/31/2020 2/14/2020	0.00	125.88
20-0987	TRASH BINS REMOVAL 00022 - BURRTEC WASTE INDUSTRIES INC	Received West Valley Water District	1/31/2020 2/14/2020	0.00	249.91
20-0988	JANITORIAL SUPPLIES 1/28/20 01175 - UNIFIRST CORPORATION	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	95.16
20-0989	BATTERY FOR ENG TRUCK 01463 - BANK OF AMERICA-8005	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	126.78
20-0990	CONTROL TEMP 00828 - CONTROL TEMP INC	Received West Valley Water District	1/31/2020 2/14/2020	0.00	313.78
20-0991	CONTRACT FOR BLOOMINGTON PHASE 3A (BA:6/7/19) 00023 - EL-CO CONTRACTORS INC	Outstanding West Valley Water District	1/31/2020 2/14/2020	0.00	634,671.20

Purchase Order Count: (407)

Total Trade Discount: 0.00

Total: 2,333,804.14



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** TREASURER REPORTS AS OF OCTOBER 2019 THRU JANUARY 2020

---

**DISCUSSION:**

West Valley Water District (“District”) engaged the Clifton Larson Allen LLP to prepare West Valley Water District’s (WVWD) Investment report on a monthly basis. The District’s investment policy is in uniformity with the State of California’s Local Agency Investment Guidelines (Government Code Section 53601(b)). Reports for the Months of October 2019 thru January 2020 are presented to the Finance Committee for discussion.

**FISCAL IMPACT:**

Monthly Cost of \$2,500 was included in the FY 19-20 annual budget.

**STAFF RECOMMENDATION:**

That the WVWD Board of Director’s receive and file the Treasurer’s Reports.

Respectfully Submitted,

---

Clarence Mansell Jr, General Manager

sm

**ATTACHMENT(S):**

1. WVWD December 2019 Treasurer's Report
2. WVWD January 2020 Treasurer's Report
3. WVWD November 2019 Treasurer's Report

4. WVWD October 2019 Treasurer's Report

West Valley Water District  
 Cash, Investment & Reserve Balances - December 31, 2019

Institution/Investment Type	November 2019 Balance	December 2019 Balance	RESERVE ACCOUNT	Minimum Balance
<b>Funds Under Control of the District:</b>			<b>RESTRICTED FUNDS</b>	
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	2016A Bond	\$ 149.03
	<b>\$ 4,300.00</b>	<b>\$ 4,300.00</b>	Customer Deposit Accounts	\$ 3,391,820.24
Checking and Savings:			Capacity Charge Acct Balance	\$ 11,714,039.54
Chase - General Government Checking	\$ 5,728,172.56	\$ 6,086,200.27	CIP account in LAIF for capital purposes	\$ 3,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -		<b>\$ 18,106,008.81</b>
Chase - UTC Routine Checking	\$ 289,183.60	\$ 596,262.35	<b>CAPITAL RESERVE FUNDS</b>	
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50	Capital Project Account - 100% FY 19-20	\$ 12,525,825.00
	<b>\$ 6,065,992.66</b>	<b>\$ 6,731,099.12</b>	Capital Project Account-80% FY 20-21	\$ 10,020,660.00
State of California, Local Agency Investment Fund	<b>\$ 16,388,529.16</b>	<b>\$ 16,388,529.16</b>	Administrative & General Account	\$ 1,307,893.35
US Bank - Chandler Asset Mgmt	<b>\$ 12,716,998.49</b>	<b>\$ 12,752,001.52</b>		<b>\$ 23,854,378.35</b>
CalTrust Pooled Investment Fund - Short Term	<b>\$ 15,497,006.88</b>	<b>\$ 15,523,295.71</b>	<b>LIQUIDITY FUNDS</b>	
CalTrust Pooled Investment Fund - Medium Term	<b>\$ 10,586,289.46</b>	<b>\$ 10,604,945.46</b>	Rate Stabilization Account	\$ 853,895.90
U. S. Treasury Bills			Operating Reserve Account	\$ 4,359,644.50
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -	Emergency Account	\$ 1,290,611.07
			Water Banking Account	\$ 125,000.00
<b>Total</b>	<b>\$ 61,259,116.65</b>	<b>\$ 62,004,170.97</b>		<b>\$ 6,629,151.47</b>
Funds Under Control of Fiscal Agents:			<b>OTHER RESERVES</b>	
<b>US BANK</b>			Self-Insurance Reserve	\$ 5,000,000.00
2016A Bond - Principal & Payment Funds	\$ 148.55	\$ 148.71		<b>\$ 5,000,000.00</b>
2016A Bond - Interest Fund	\$ 0.32	\$ 0.32	<b>OPERATING CASH</b>	
<b>Total</b>	<b>\$ 148.87</b>	<b>\$ 149.03</b>	Balance Available for Daily Operations	\$ 8,414,781.37
<b>Grand Total</b>	<b>\$ 61,259,265.52</b>	<b>\$ 62,004,320.00</b>		<b>\$ 8,414,781.37</b>
			<b>Grand Total</b>	<b>\$ 62,004,320.00</b>
			<b>UNRESTRICTED RESERVES</b>	<b>\$ 43,898,311.19</b>

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the West Valley Water District Board of Directors and the California Government Code Section 53601

I also certify that there are adequate funds available to meet the District's Budget.

\_\_\_\_\_  
 Chief Financial Officer

## West Valley Water District Reserve Memo – December 2019

**Note:**

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impairment our independence.

**Restricted Funds**

**Bond Proceeds Fund(s)** – Balances in the bond proceeds fund accounts represent monies derived from the proceeds of a bond issue. Per the requirements of the District's reserve policy, the target level for the debt service reserve requirement is established at the time of the bond issue. Based on documentation provided to CLA, "no reserve fund has been established in connection with the issuance of the 2016A bonds." Therefore, the December 31, 2019 ending balance of \$149.03 satisfies the minimum balance requirements per the District's reserve policy.

**Customer Deposit Accounts** – Due to fluctuations in the number of utility customer deposits required and the number of development projects in process, no minimum or maximum levels have been established for customer deposit accounts. The customer deposit account balances presented on the treasurer's report are based on the ending balance on the general ledger for the month. The customer deposit accounts are reconciled monthly. CLA was able to confirm that the customer deposit accounts balance presented on the December 2019 Treasurer's Report reconcile with the general ledger. The December 31, 2019 balance of \$3,391,820.24 customer deposit accounts satisfies the balance requirements of the District's reserve policy.

**Capacity Charge Account** – The District's reserve policy does not explicitly address or specify any minimum or maximum funding levels for capacity charge accounts. However, based on the reconciliation schedule provided by the District, CLA can confirm that the balance of \$11,714,039.54 presented on the December 2019 Treasurer's Report for the Capacity Charge Account reconciles with the documentation provided to CLA with no variance.

**CIP Account in LAIF for Capital Purposes** – On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. The check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these settlement funds have been restricted for Capital Improvement Projects, currently there are no designations or allocations for District funding towards any Capital Improvement Projects.

**Rebate Accounts** – Historically, West Valley Water District maintained two rebate balances on the Treasurer's Report, the Rebate 2015 and Rebate 2018 accounts. These rebates represented one-time payments due to customers for consumption charges. In the past, the rebate balances were highlighted on the District's Treasurer's Reports which indicated outstanding payments due to customers for each rebate, however these balances are no longer indicated on the Treasurer's Report. The District's by-laws are in accordance with California Government Code 50050 – 50057 which states "Except as otherwise provided by law, money that is not the property of a local agency that remains unclaimed in its treasury

## West Valley Water District Reserve Memo – December 2019

or in the official custody of its officers for three years is the property of the local agency after notice if not claimed or if not verified complaint is filed and served.” Therefore, the District must maintain and properly account for any rebates due to customers for at least three years after the rebate’s original date of issuance. After three years the District is then able to absorb those funds for general operating purposes. The District’s reserve policy does not explicitly address or specify any minimum or maximum funding levels for rebate accounts.

Although the District no longer highlights the Rebate accounts on the Treasurer’s Report, per the District’s accounting staff, all outstanding rebates were stale dated as of 1/31/19 and continue to act as a current liability on the District’s balance sheet.

### **Capital Reserve Funds**

**Capital Project Account** – The capital project account is used for the funding of new capital assets or the rehabilitation, enhancement, or replacement of capital assets when they reach the end of their useful lives. Per the requirements of the District’s reserve policy, “the minimum target level WVWD will strive for is 100% of its then-current year fiscal year from the Capital Improvement Budgets plus 80% of the amount estimated to be needed the following fiscal year.” The District currently maintains a balance of \$22,546,485 (\$12,525,825 for fiscal year 2019-20 and \$10,020,660 for fiscal year 2020-21) in its capital project account, meeting the minimum target level required for both fiscal years. CLA was able to confirm that the District is in adherence with the minimum target level requirement as of December 31, 2019 by reviewing the board-approved 2019-20 Capital Improvement Budget which indicates a total CIP for fiscal year 2019-20 of \$12,525,825. The District conservatively expects to expend the same amount, \$12,525,825, in capital improvement costs in 2020-21. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2020-21) which amounts to \$10,020,660, fulfilling the minimum target level requirements.

**Administrative & General Account** – The administrative and general account is utilized to fund certain general, administration and overhead projects. While no specific target level has been earmarked for either project, the District hopes to maintain a minimum balance in the administrative and general account equal to 5% of its annual operating expenses. Per the FY 2019-20 board-approved budget, CLA can confirm the District has an operating expenses budget of \$26,157,867. As of December 31, 2019, the administrative and general account contains \$1,307,893.35, which satisfies the 5% minimum requirement of the District’s reserve policy.

### **Liquidity Funds**

**Rate Stabilization Fund** – This fund is established to provide flexibility to the Board when settling rates to allow for absorbing fluctuations in water demand and smoothing out rate increases over time, temporarily defraying any unforeseen decreases in the sale of water. To remain in conjunction with the reserve policy, the District should aim to maintain a minimum level equal to 5% of water sales. Per the FY 2019-20 board-approved budget, the District anticipates water revenues of \$17,077,918 for the current fiscal year. Therefore, CLA can verify that the District’s current balance of \$853,895.90 in its rate stabilization account achieves the minimum target level for this account as indicated in the reserve policy.

## West Valley Water District Reserve Memo – December 2019

**Operating Reserve Account** – This fund may be routinely utilized by staff to cover temporary cash flow deficiencies caused by timing differences between revenue and expenses or decreases in revenues and unanticipated increases in expenses. Given the significance of this account, the District strives to maintain a minimum amount equal to 60 days of the District’s budgeted total operating expenses in this account. Per the FY 2019-20 board-approved budget, CLA can validate that the District has an operating expenses budget of \$26,157,867. As of December 31, 2019, the operating reserve account maintains a balance of \$4,359,644.50, which satisfies the requirements of the District’s reserve policy.

**Emergency Account** – The emergency account may be utilized to purchase water at any time or to begin repair of the water system after a catastrophic event. Therefore, a minimum target level equal to 1% of net capital assets of the District’s water system has been established to enable the district to manage emergency situations. Per December 31, 2019 general ledger detail reporting provided by the District’s accounting staff, CLA was able to confirm that the District’s net assets total \$129,061,107. Per phone correspondence with the District’s interim Chief Financial Officer, the Water Participation Rights (\$9,645,865.20) and the Amortization of the Water Participation Rights (\$-2,572,230.72) are not included in the District’s net assets calculation. As of December 31, 2019, the emergency account represents a balance of \$1,290,611.07 or 1% of total net assets, allowing the District to meet its requirements for the reserve policy.

**Water Banking Account** – The District’s reserve policy states “The District will strive to maintain a minimum level equal to the cost of 1,000 acre-feet of water and a maximum amount equal to the cost of 10,000 acre-feet of water.” Per an invoice from the San Bernardino Valley Municipal Water District, CLA can confirm that the District currently pays \$125 per acre-feet of water. By maintaining a balance of \$125,000 in its Water Banking Account, the District is in adherence with its reserve policy.

**Self-Insurance Reserve** – As indicated in the minutes from the April 5, 2018 board meeting, the District’s board of directors approved \$5,000,000 in funds for employee liability claims. Per e-mail correspondence with the District’s interim Chief Financial Officer, dated July 3, 2019, there has not been any updates to the self-insurance reserve policy, however, the District is currently evaluating other self-insurance policy options.

CLA reviewed the Treasurer’s report for clerical accuracy and recalculated the total Unrestricted Reserves balance to ensure the totals agreed with the December 2019 Treasurer’s Report. The Treasurer’s Report indicates that West Valley Water District’s total cash, investment and reserve balances as of December 31, 2019 total \$62,004,320.00. In its assessment of the District’s accounts, CLA can confirm the balances indicated on the Treasurer’s Report appear accurate.



## West Valley Water District Investment Memo – December 2019

**Note:**

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impair our independence.

**Total Fund Balance**

When comparing the District's total fund balances month-over-month between November (\$61,259,265.52) and December (\$62,004,320.00), CLA found the \$745,054.48 increased fund balance was largely due a number of factors. During the month of November, the District incurred safety payouts, a termination settlement as well as sick cash outs and longevity payouts which decreased the general governmental checking account balance for the month. In December, the District only had two payroll runs and with normal checking account activity, the general governmental checking account balance increased by \$358,027.71. The District also received the quarterly deposit from United Technologies Corporation for \$307,078.75, which increased the UTC Routine Checking account for the month of December. Lastly, the District had nearly \$80,000 in investment gains in its Chandler Asset Management and Cal Trust accounts for the month ending December 31, 2019.

**U.S. Bank Chandler Custodial Account**

**Cash/Money Market** - Per Section 9.11 of the District's investment policy, "The company shall have met either one of the following criteria: 1) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs "Nationally Recognized Statistical Rating Organization" or 2) retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years of experience managing money market mutual funds with assets under management in excess of five hundred million dollars." Based on Chandler Asset Management's reconciliation summary for the period ending December 31, 2019, CLA was able to confirm that the District's cash and money-market securities were in accordance with the investment policy. CLA also conducted a review of the District's cash and money-market securities and found that all of the District's holdings were in alignment with the requirements set forth in the investment policy.

In addition to ensuring that the District's money market funds attained the highest ranking provided by more than one NRSRO, the District also met the requirements outlined in Section 9.11 of the investment policy through its established relationship with Chandler Asset Management. With total assets under management of over \$13.5 billion and a portfolio manager with over five years of experience in managing money market mutual funds, Chandler Asset Management exceeds the aforementioned requirements of the District's policy.

Per the investment policy, the maximum percentage of District investments in money market funds is capped at 20%. Similarly, the allowable mutual fund and money market account instruments per California government code (Sections 53601(I) and 53601.6(b)) for local government entities are also capped at 20%. The District's money market balance percentage as of December 31, 2019 is 0.04%. Therefore, the District is in compliance with both the investment policy and California governmental code.

## West Valley Water District Investment Memo – December 2019

**United States Treasury Issues** – Per Section 9.1 of the investment policy, “there’s no limitation as to the percentage of the portfolio that may be invested in this category, however, maximum investment maturities are limited to up to five years.” Based on CLA’s analysis, the purchase dates for all United States treasury issues fall within the five-year framework established in the investment policy.

The District’s investment policy is in uniformity with the State of California’s Local Agency Investment Guidelines (Government Code Section 53601(b)). These guidelines do not establish a maximum specified percentage of the District’s investment portfolio for United States Treasury Obligations. The State of California’s guidelines do, however, establish that maximum investment maturities for United States Treasury Obligations are limited to five years. As of December 31, 2019, 4.7% of the District’s total portfolio is invested in United States Treasury Issues. With no maximum percentage established for United States Treasury Issues, the District is in conformity with the investment policy and the State of California’s Local Agency Investment Guidelines.

**Medium-Term Notes** – Section 9.10 of the District’s investment policy states “purchases are limited to securities that have a long-term debt rating of at least the “A” category, or its equivalent, by a NRSRO.” The investment policy also states that medium-term notes should have a “maximum remaining maturity of five years or less”. All instruments categorized as medium-term notes in the District’s portfolio are in compliance with Section 9.10 of the investment policy, as each security has a satisfactory long-term debt rating and the investment matures within the five-year time frame as dictated in the policy. Based on CLA’s analysis, the purchase dates for all medium-term notes fall within the five-year framework established in the investment policy.

Per Section 9.10 of the investment policy, the maximum percentage of investments in medium short-term notes is 30% of the portfolio.

The District’s investment policy is also in accordance with the State of California’s Local Agency Investment Guidelines (Government Code Section 53601(k)) regarding medium-term notes. These guidelines establish a maximum specified percentage of the District’s investment portfolio for medium-term notes at 30%. The State of California’s guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Medium-term notes constitute 5.3% of the District’s total investment balance as of December 31, 2019. Therefore, the District is in compliance with both the investment policy and the State of California’s standards.

**Federal Agency Obligations** – Per Section 9.5 of the District’s investment policy, “there is no limitation as to the percentage of the portfolio that may be invested in this category, however, purchases of callable Federal Agency obligations are limited to a maximum of 30 percent of the portfolio.” Although the policy does not explicitly list the bond rating requirements for federal agency obligations, all of the District’s current federal agency holdings are rated AAA by multiple NRSRO’s as of December 31, 2019.

While the District’s investment policy caps federal agency obligations at 30 percent of the investment portfolio, the State of California’s Local Agency Investment Guidelines have not established a maximum specified percentage for investments in federal agency obligations (Government Code Section 53601(f)). However, these guidelines are in accordance with the District’s investment policy which state maximum investment maturities for federal agency obligations are limited to five years.

## West Valley Water District Investment Memo – December 2019

The maximum percentage of the District's investments in federal agency obligations is 30% of the portfolio. Federal agency obligations represent 9.7% of the District's total investment balance as of December 31, 2019. Therefore, the District is in accordance with both its investment policy as well as the guidelines set-forth by the State of California.

**Local Agency Investment Fund (LAIF)**

The State of California, Local Agency Investment Fund (LAIF) processes a same-day transaction if notified by 10:00 am. This ability satisfies the investment requirement of 24-hour liquidity as stipulated in the investment policy for the District.

Per Section 9.2 of the District's investment policy, the maximum percentage of investments in the State of California, Local Agency Investment Fund is unlimited.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 16429.1) concerning the Local Agency Investment Fund. These guidelines establish no maximum specified percentage of the District's investment portfolio while also dictating no maximum maturity date for LAIF investments.

Per the Standard and Poor's, California's Current Credit Rating is AA-, identifying the credit quality of the fund's portfolio performance as strong.

As of the period ending December 31, 2019, the District's Local Agency Investment Fund balance represents 26.4% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy as well as the standards of the Local Agency Investment Guidelines.

Based on the LAIF performance report for the month-ending December, 2019, LAIF investments had a net-yield of 2.043%. Regarding portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 53.88%
- Agencies- 14.32%
- Certificates of Deposit/Bank Notes- 18.16%
- Commercial Paper- 7.61%
- Time Deposits- 5.33%
- Loans- 0.68%

On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. Per the settlement agreement, "West Valley and the non-settling plaintiffs separately asserted six claims alleging breach of contract and other claims arising from the 1961 Decree." The 1961 Decree governs groundwater pumping from a portion of the Rialto-Colton Basin. The claims also concern the defendants (Fontana Parties) pumping from a portion of the Rialto-Colton Basin that is outside the Rialto Basin as defined by the 1961 Decree. The San Bernardino Basin Area and most but not all of the Rialto-Colton Basin are located within the service area of the Valley District and this violation served as the basis of the settlement.

## West Valley Water District Investment Memo – December 2019

The settlement check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these funds have been earmarked for Capital Improvement Projects, the District has yet to allocate these funds to any specific project and the District will house all settlement funding in the LAIF account until board approval is received for the allocation of these funds.

### **The Investment Trust of California (CalTRUST)**

The District maintains investments in the CalTRUST Short-Term and CalTRUST Medium-Term Funds. For the month ending December 31, 2019 the Net Asset Value per share was \$10.05 (\$15,523,295.71 book value) for CalTRUST Short-Term Fund investments and \$10.09 (\$10,604,945.46 book value) for CalTRUST Medium-Term Fund investments. Per the latest S&P Global Rating Pool Profile for the quarter-ending September 30, 2019, the credit rating for the Short-Term Fund is AAF/S1+, identifying the credit quality of the fund's portfolio performance as very strong. Per the most recent S&P Global Rating Pool Profile for the quarter-ending September 30, 2019, the credit rating for the Medium-Term Fund is AA-f/S1, identifying the credit quality of the fund's portfolio performance as strong.

Section 9.3 of the District's investment policy states "no limit will be placed on the percentage total in this category." The State of California also fails to establish a maximum percentage total for investment trusts per Government Code Section 16340. As of the period ending December 31, 2019, the District's CalTRUST investment balance represents roughly 42.1% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy and the standards set-forth by the State of California as it relates to CalTRUST securities.

### **Bank Deposits**

Based on the District's investment policy, "Securities placed in a collateral pool must provide coverage for at least 100 percent of all deposits that are placed in that institution." As of December 31, 2019, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, with the exception of the Chase General Governmental Checking and UTC Routine Checking accounts. The Chase General Governmental Checking account maintains funds for operational purposes and normally carries a balance of at least \$1.5 million dollars which represents funding for one payroll and one accounts payable check run. In CLA's comparison between the District's general checking account balances for November 2019 (\$5,728,172.56) and December 2019 (\$6,086,200.27), CLA noted that during the month of November, the District incurred several payroll related payouts which decreased the general governmental checking account balance for the month. In December, the District only had two payroll runs and with normal checking account activity, the general governmental checking account balance increased by \$358,027.71.

The UTC Routine Checking account does not normally exceed the FDIC limit on a monthly basis, however, the quarterly deposit from United Technologies Corporation for \$286,128.75 was recorded in this account near the middle of September 2019. The District also received an additional quarterly deposit from United Technologies Corporation for \$307,078.75 in December 2019. Deposits recorded to the UTC Routine Checking account are normally transferred to the governmental checking account within five business days of the deposit with board approval. However, the District was still awaiting board approval for this transfer as of the completion of the December 2019 Treasurer's Report. This

## West Valley Water District Investment Memo – December 2019

balance should fall below the FDIC limitations once the District's accounting team receives board approval to record the transfer to the governmental checking account.

In analyzing the accounting for the District's cash drawers (\$3,600) and petty cash (\$700), per the District's accounting staff, the District's cash drawers are normally reconciled on a daily basis. Each drawer is counted by the customer service representative responsible for the drawer and a secondary count is performed by the customer service lead or supervisor prior to the funds being relinquished to the District's armored security provider, Gaurda, for deposit on a daily basis. Cash deposits are reconciled daily by the District's accounting department. Petty cash is normally reconciled by the accounting department on a monthly basis and the District's accounting department was able to provide CLA with a formalized reconciliation for December 2019 which validates the \$700 petty cash balance. Because the District was closed for most of the month of December, no formalized cash drawer reconciliation was conducted during the month.

Section 9.12 of the investment policy asserts that "there is no limit on the percentage of the portfolio that may be invested in bank deposits." Similarly, the State of California's Government Code for Allowable Investment Instruments fails to dictate any portfolio standards for general bank deposit accounts. Although no maximum has been established for amounts invested in bank deposits by the investment policy or the State of California, CLA can verify that as of December 31, 2019 the District had 10.9% of its portfolio invested in bank deposit accounts.

### **Supranationals**

Supranationals are explicitly defined in Section 9.14 of the investment policy as "US dollar-denominated senior unsecured unsubordinated obligations or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank". Securities listed as supranationals must be rated in the AA category or higher by a NRSRO and no more than 30% of the District's portfolio may be invested in these securities with a maximum maturity of five years.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(q)) regarding supranationals. These guidelines establish a maximum specified percentage of the District's investment portfolio for supranationals at 30%. The State of California's guidelines also establish that maximum investment maturities for suprnationals should be five years or less.

As of December 31, 2019, the District's investments in two securities categorized as supranationals was roughly 0.8% of the total portfolio and both securities maintained a maturity date of less than five years from the original purchase date. CLA can confirm that the District's supranational investments meet the standards of both the investment policy and the State of California.

West Valley Water District  
 Bond Analysis  
 December 31, 2019

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 12/31/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
F N M A - 3135G0W66	248,860.00	Aaa	Yes	10/17/2019	10/15/2024	4.9
FFCB Note 3133EKZK5	249,687.50	Aaa	Yes	8/19/2019	8/14/2023	3.9
Federal Farm Credit Bks - 3133EJLU1	250,132.50	Aaa	Yes	4/20/2018	1/24/2020	1.7
Federal Home Loan Bks - 313378J77	250,105.00	Aaa	Yes	4/9/2018	3/13/2020	1.9
Federal Home Loan Bks - 313383HU8	250,070.00	Aaa	Yes	4/13/2018	6/12/2020	2.1
Federal Home Loan Bks - 3130AD4X7	250,562.50	Aaa	Yes	4/11/2018	12/11/2020	2.6
FFCB Note 3133EKNX0	254,397.50	Aaa	Yes	6/25/2019	6/3/2024	4.9
F N M A - 3135G0Q89	249,050.00	Aaa	Yes	4/18/2018	10/7/2021	3.4
Federal Home Loan Bks - 313376C94	254,645.00	Aaa	Yes	4/11/2018	12/10/2021	3.6
F N M A - 3135G0S38	251,927.50	Aaa	Yes	4/11/2018	1/5/2022	3.7
Federal Home Loan Bks - 313378WG2	254,692.50	Aaa	Yes	4/9/2018	3/11/2022	3.9
F N M A - 3135G0T45	251,610.00	Aaa	Yes	4/26/2018	4/5/2022	3.9
Federal Home Loan Bks - 3130ADRG9	258,340.00	Aaa	Yes	5/9/2018	3/10/2023	4.8
F H L M C - 3137EAEN5	259,650.00	Aaa	Yes	8/7/2018	6/19/2023	4.8
F N M A - 3135G0U43	245,307.10	Aaa	Yes	9/12/2018	9/12/2023	4.9
F N M A - 3135G0T94	255,645.00	Aaa	Yes	10/4/2018	1/19/2023	4.2
Federal Home Loan Bks - 313383YI4	265,227.50	Aaa	Yes	11/29/2018	9/8/2023	4.7
Federal Home Loan Bks - 3130A0F70	254,947.20	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130A0XE5	265,885.00	Aaa	Yes	3/19/2019	3/8/2024	4.9
Federal Home Loan Bks - 3130AB3H7	195,589.80	Aaa	Yes	4/8/2019	3/8/2024	4.8
FFCB- 3133EKP75	248,125.00	Aaa	Yes	10/15/2019	9/17/2024	4.9
Federal Home Loan Bks - 3130A1XJ2	262,487.50	Aaa	Yes	6/12/2019	6/14/2024	4.9
F N M A - 3135G0V75	250,285.00	Aaa	Yes	7/8/2019	7/2/2024	4.9
Federal Home Loan Bks - 3133EJCE7	252,152.50	Aaa	Yes	4/26/2018	2/12/2021	2.8
<b>Total Federal Agency Obligations</b>	<b>6,029,381.60</b>					

Money Market						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 12/31/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
First American Government Oblig Fd - 31846V203	25,699.98	Aaa	Yes	Various	N/A	0.0
<b>Total Money Market</b>	<b>25,699.98</b>					

Supranational						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 12/31/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
International Bank M T N - 459058DY6	249,772.50	Aaa	Yes	5/11/2018	2/10/2022	3.7
Inter American Devel Bk - 4581XOCZ9	250,585.00	Aaa	Yes	5/10/2018	9/14/2022	4.3
<b>Total Supranational</b>	<b>500,357.50</b>					

U.S. Corporate						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 12/31/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
HSBC USA Inc - 40428HPV8	175,754.25	A2	Yes	5/2/2018	8/7/2020	2.2
Ace Ina Holdings - 00440EAT4	150,531.00	A3	Yes	4/12/2018	11/3/2020	2.5
Bank of NY Mellon Corp - 06406FAA1	192,321.72	A1	Yes	4/9/2018	4/15/2021	3.0
General Dynamics Corp - 369550BE7	86,430.55	A2	Yes	5/8/2018	5/11/2021	3.0
State Street Corp - 857477AV5	150,310.50	A1	Yes	4/9/2018	5/19/2021	3.1
Paccar Financial Corp - 69371RN44	149,592.00	A1	Yes	4/10/2018	8/11/2021	3.3
American Honda Finance - 02665WBG5	150,761.42	A2	Yes	4/9/2018	9/9/2021	3.4
John Deere Capital Corp - 24422ETL3	152,515.50	A2	Yes	4/9/2018	1/6/2022	3.7
Praxair Inc - 74005PBA1	151,818.00	A2	Yes	4/13/2018	2/15/2022	3.8
US Bancorp - 91159HHC7	153,475.50	A1	Yes	4/12/2018	3/15/2022	3.9
Pnc Bank NA - 69353RFE3	253,415.00	A2	Yes	5/9/2018	7/28/2022	4.2
Oracle Corp - 68389XAP0	127,318.75	A1	Yes	6/27/2018	10/15/2022	4.2
Charles Schwab Corp - 808513AT2	152,938.50	A2	Yes	6/8/2018	1/25/2023	4.6
IBM Credit Corp - 44932HAH6	154,405.50	A2	Yes	5/9/2018	2/6/2023	4.7
Berkshire Hathaway Inc. - 084670BR8	153,813.00	Aa2	Yes	5/9/2018	3/15/2023	4.8
Walmart Inc - 931142EK5	157,725.00	Aa2	Yes	6/26/2018	6/26/2023	4.9
Apple Inc. - 037833AK6	152,559.00	Aa1	No	4/11/2019	5/3/2023	4.0
Boeing Co - 097023BQ7	149,062.50	A3	Yes	2/13/2019	6/15/2023	4.3
Visa Inc Callable Note Cont 92826CAC6	154,360.50	Aa3	Yes	12/13/2018	12/14/2022	3.9
Jpmorgan Chase Co - 46625HJX9	159,016.50	A2	Yes	12/5/2019	5/13/2024	4.4
Bank of America - 06051GHF9	129,732.50	A2	Yes	5/29/2019	3/5/2023	3.7
<b>Total U.S. Corporate</b>	<b>3,257,857.19</b>					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 12/31/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 91282282U3	176,510.25	Aaa	Yes	4/16/2018	12/31/2019	1.7
U.S. Treasury Note - 912828K58	249,765.00	Aaa	Yes	4/11/2018	4/30/2020	2.0
U.S. Treasury Note - 912828YV6	247,977.50	Aaa	Yes	4/13/2018	5/31/2020	2.1
U.S. Treasury Note - 912828VZ0	250,645.00	Aaa	Yes	4/11/2018	9/30/2020	2.4
U.S. Treasury Note - 912828N89	249,307.50	Aaa	Yes	4/10/2018	1/31/2021	2.8
U.S. Treasury Note - 912828V80	255,790.00	Aaa	Yes	4/12/2018	3/15/2021	2.9
U.S. Treasury Note - 912828576	248,135.00	Aaa	Yes	5/9/2018	7/31/2021	3.2
U.S. Treasury Note - 912828G53	251,455.00	Aaa	Yes	5/9/2018	11/30/2021	3.5
U.S. Treasury Note - 912828XW5	251,035.00	Aaa	Yes	5/9/2018	6/30/2022	4.1
U.S. Treasury Note - 912828XL24	251,835.00	Aaa	No	5/9/2018	8/31/2022	4.3
U.S. Treasury Note - 912828M80	252,822.50	Aaa	Yes	5/9/2018	11/30/2022	4.5
U.S. Treasury Note - 912828X70	253,427.50	Aaa	No	9/5/2019	4/30/2024	4.3
<b>Total U.S. Government</b>	<b>2,938,705.25</b>					

December 2019 Bond Total per Treasurer's Report 12,752,001.52  
 Total Per December 2019 Chandler Statement 12,752,001.52  
 Variance -

West Valley Water District  
Investment Policy Analysis  
December 31, 2019

U.S. Bank - Chandler Asset Management		
Money Market	25,699.98	A
Commercial Paper	-	A
Federal Agency Obligations	6,029,381.60	A
U.S. Government	2,938,705.25	A
Corporate Bonds	3,257,857.19	A
Supranational	500,357.50	A
Negotiable CD	-	A
<b>Total U.S. Bank - Chandler Asset Management Funds</b>	<b>12,752,001.52</b>	

Checking and Savings		
Bank of Hope	-	B
Chase-1653 (Operating Account)	6,086,200.27	B
Chase-1368	596,262.35	B
Chase-1392	48,636.50	B
Chase-5993 (Rebate Account)	-	B
<b>Total Checking and Savings</b>	<b>6,731,099.12</b>	

CalTRUST Short Term Fund	15,523,295.71	A
CalTRUST Medium Term Fund	10,604,945.46	A
LAIF	16,388,529.16	A
District Cash Drawers	4,300.00	C
2016A Bond - Principal & Payment Funds	148.71	B
2016A Bond - Interest Fund	0.32	B
<b>Total December 31, 2019 District Funds</b>	<b>62,004,320.00</b>	

The balances indicated above are as of December 31, 2019

Balances verified with monthly investment statements provided by client **A**  
 Balances verified with monthly bank statements provided by client **B**  
 Balances verified with monthly reconciliations provided by client **C**

The purpose of this report is to calculate the asset class percentage in comparison with the maximum portfolio percentage allowed by the district's investment policy

Based on our review of the asset classes as of 12/31/2019, West Valley Water District is in compliance with its investment policy

Security Type	Maximum per Investment Policy	Balance
Commercial Paper	25%	-
Federal Agency Obligations	30%	6,029,381.60
U.S. Government	No Limit	2,938,705.25
LAIF	No Limit	16,388,529.16
CalTRUST	No Limit	26,128,241.17
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	3,257,857.19
Money Market	20%	25,699.98
Bank Deposits	No Limit	6,735,399.12
Supranational	30%	500,357.50
		62,004,170.97
<b>Funds Excluded from Policy</b>	2016A	149.03
<b>Total December 31, 2019 District Funds</b>		<b>62,004,320.00</b>

Asset Class	December 2019 (% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.0%	25%
Federal Agency Obligations	9.7%	30%
U.S. Government	4.7%	No Limit
LAIF	26.4%	No Limit
CalTRUST	42.1%	No Limit
Negotiable CD	0.0%	30%
Medium Term Notes (Corporate Bonds)	5.3%	30%
Money Market	0.04%	20%
Bank Deposits	10.9%	No Limit
Supranational	0.8%	30%



West Valley Water District  
Cash, Investment & Reserve Balances - January 31, 2020

Institution/Investment Type	December 2019 Balance	January 2020 Balance	RESERVE ACCOUNT	Minimum Balance
<b>Funds Under Control of the District:</b>			<b>RESTRICTED FUNDS</b>	
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	2016A Bond	\$ 149.03
	<b>\$ 4,300.00</b>	<b>\$ 4,300.00</b>	Customer Deposit Accounts	\$ 3,410,142.02
Checking and Savings:			Capacity Charge Acct Balance	\$ 12,111,263.04
Chase - General Government Checking	\$ 6,086,200.27	\$ 5,804,139.86	CIP account in LAIF for capital purposes	\$ 3,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -		<b>\$ 18,521,554.09</b>
Chase - UTC Routine Checking	\$ 596,262.35	\$ 596,262.35	<b>CAPITAL RESERVE FUNDS</b>	
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50	Capital Project Account - 100% FY 19-20	\$ 12,525,825.00
	<b>\$ 6,731,099.12</b>	<b>\$ 6,449,038.71</b>	Capital Project Account-80% FY 20-21	\$ 10,020,660.00
State of California, Local Agency Investment Fund	<b>\$ 16,388,529.16</b>	<b>\$ 16,482,676.70</b>	Administrative & General Account	\$ 1,307,893.35
US Bank - Chandler Asset Mgmt	<b>\$ 12,752,001.52</b>	<b>\$ 12,856,848.59</b>		<b>\$ 23,854,378.35</b>
CalTrust Pooled Investment Fund - Short Term	<b>\$ 15,523,295.71</b>	<b>\$ 15,548,131.70</b>	<b>LIQUIDITY FUNDS</b>	
CalTrust Pooled Investment Fund - Medium Term	<b>\$ 10,604,945.46</b>	<b>\$ 10,664,799.74</b>	Rate Stabilization Account	\$ 853,895.90
U. S. Treasury Bills			Operating Reserve Account	\$ 4,359,644.50
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -	Emergency Account	\$ 1,293,835.19
			Water Banking Account	\$ 125,000.00
<b>Total</b>	<b>\$ 62,004,170.97</b>	<b>\$ 62,005,795.44</b>		<b>\$ 6,632,375.59</b>
Funds Under Control of Fiscal Agents:			<b>OTHER RESERVES</b>	
<b>US BANK</b>			Self-Insurance Reserve	\$ 5,000,000.00
2016A Bond - Principal & Payment Funds	\$ 148.71	\$ 148.71		<b>\$ 5,000,000.00</b>
2016A Bond - Interest Fund	\$ 0.32	\$ 0.32	<b>OPERATING CASH</b>	
<b>Total</b>	<b>\$ 149.03</b>	<b>\$ 149.03</b>	Balance Available for Daily Operations	\$ 7,997,636.44
<b>Grand Total</b>	<b>\$ 62,004,320.00</b>	<b>\$ 62,005,944.47</b>		<b>\$ 7,997,636.44</b>
			<b>Grand Total</b>	<b>\$ 62,005,944.47</b>
			<b>UNRESTRICTED RESERVES</b>	<b>\$ 43,484,390.38</b>

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the West Valley Water District Board of Directors and the California Government Code Section 53601

I also certify that there are adequate funds available to meet the District's Budget.

\_\_\_\_\_  
Chief Financial Officer

## West Valley Water District Reserve Memo – January 2020

**Note:**

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impairment our independence.

**Restricted Funds**

**Bond Proceeds Fund(s)** – Balances in the bond proceeds fund accounts represent monies derived from the proceeds of a bond issue. Per the requirements of the District's reserve policy, the target level for the debt service reserve requirement is established at the time of the bond issue. Based on documentation provided to CLA, "no reserve fund has been established in connection with the issuance of the 2016A bonds." Therefore, the January 31, 2020 ending balance of \$149.03 satisfies the minimum balance requirements per the District's reserve policy.

**Customer Deposit Accounts** – Due to fluctuations in the number of utility customer deposits required and the number of development projects in process, no minimum or maximum levels have been established for customer deposit accounts. The customer deposit account balances presented on the treasurer's report are based on the ending balance on the general ledger for the month. The customer deposit accounts are reconciled monthly. CLA was able to confirm that the customer deposit accounts balance presented on the January 2020 Treasurer's Report reconcile with the general ledger. The January 31, 2020 balance of \$3,410,142.02 in customer deposit accounts satisfies the balance requirements of the District's reserve policy.

**Capacity Charge Account** – The District's reserve policy does not explicitly address or specify any minimum or maximum funding levels for capacity charge accounts. However, based on the reconciliation schedule provided by the District, CLA can confirm that the balance of \$12,111,263.04 presented on the January 2020 Treasurer's Report for the Capacity Charge Account reconciles with the documentation provided to CLA with no variance.

**CIP Account in LAIF for Capital Purposes** – On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. The check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these settlement funds have been restricted for Capital Improvement Projects, currently there are no designations or allocations for District funding towards any Capital Improvement Projects.

**Rebate Accounts** – Historically, West Valley Water District maintained two rebate balances on the Treasurer's Report, the Rebate 2015 and Rebate 2018 accounts. These rebates represented one-time payments due to customers for consumption charges. In the past, the rebate balances were highlighted on the District's Treasurer's Reports which indicated outstanding payments due to customers for each rebate, however these balances are no longer indicated on the Treasurer's Report. The District's by-laws are in accordance with California Government Code 50050 – 50057 which states "Except as otherwise provided by law, money that is not the property of a local agency that remains unclaimed in its treasury

## West Valley Water District Reserve Memo – January 2020

or in the official custody of its officers for three years is the property of the local agency after notice if not claimed or if not verified complaint is filed and served.” Therefore, the District must maintain and properly account for any rebates due to customers for at least three years after the rebate’s original date of issuance. After three years the District is then able to absorb those funds for general operating purposes. The District’s reserve policy does not explicitly address or specify any minimum or maximum funding levels for rebate accounts.

Although the District no longer highlights the Rebate accounts on the Treasurer’s Report, per the District’s accounting staff, all outstanding rebates were stale dated as of 1/31/19 and continue to act as a current liability on the District’s balance sheet.

### **Capital Reserve Funds**

**Capital Project Account** – The capital project account is used for the funding of new capital assets or the rehabilitation, enhancement, or replacement of capital assets when they reach the end of their useful lives. Per the requirements of the District’s reserve policy, “the minimum target level WVWD will strive for is 100% of its then-current year fiscal year from the Capital Improvement Budgets plus 80% of the amount estimated to be needed the following fiscal year.” The District currently maintains a balance of \$22,546,485 (\$12,525,825 for fiscal year 2019-20 and \$10,020,660 for fiscal year 2020-21) in its capital project account, meeting the minimum target level required for both fiscal years. CLA was able to confirm that the District is in adherence with the minimum target level requirement as of January 31, 2020 by reviewing the board-approved 2019-20 Capital Improvement Budget which indicates a total CIP for fiscal year 2019-20 of \$12,525,825. The District conservatively expects to expend the same amount, \$12,525,825, in capital improvement costs in 2020-21. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2020-21) which amounts to \$10,020,660, fulfilling the minimum target level requirements.

**Administrative & General Account** – The administrative and general account is utilized to fund certain general, administration and overhead projects. While no specific target level has been earmarked for either project, the District hopes to maintain a minimum balance in the administrative and general account equal to 5% of its annual operating expenses. Per the FY 2019-20 board-approved budget, CLA can confirm the District has an operating expenses budget of \$26,157,867. As of January 31, 2020, the administrative and general account contains \$1,307,893.35, which satisfies the 5% minimum requirement of the District’s reserve policy.

### **Liquidity Funds**

**Rate Stabilization Fund** – This fund is established to provide flexibility to the Board when settling rates to allow for absorbing fluctuations in water demand and smoothing out rate increases over time, temporarily defraying any unforeseen decreases in the sale of water. To remain in conjunction with the reserve policy, the District should aim to maintain a minimum level equal to 5% of water sales. Per the FY 2019-20 board-approved budget, the District anticipates water revenues of \$17,077,918 for the current fiscal year. Therefore, CLA can verify that the District’s current balance of \$853,895.90 in its rate stabilization account achieves the minimum target level for this account as indicated in the reserve policy.

## West Valley Water District Reserve Memo – January 2020

**Operating Reserve Account** – This fund may be routinely utilized by staff to cover temporary cash flow deficiencies caused by timing differences between revenue and expenses or decreases in revenues and unanticipated increases in expenses. Given the significance of this account, the District strives to maintain a minimum amount equal to 60 days of the District’s budgeted total operating expenses in this account. Per the FY 2019-20 board-approved budget, CLA can validate that the District has an operating expenses budget of \$26,157,867. As of January 31, 2020, the operating reserve account maintains a balance of \$4,359,644.50, which satisfies the requirements of the District’s reserve policy.

**Emergency Account** – The emergency account may be utilized to purchase water at any time or to begin repair of the water system after a catastrophic event. Therefore, a minimum target level equal to 1% of net capital assets of the District’s water system has been established to enable the district to manage emergency situations. Per January 31, 2020 general ledger detail reporting provided by the District’s accounting staff, CLA was able to confirm that the District’s net assets total \$129,383,519. Per phone correspondence with the District’s interim Chief Financial Officer, the Water Participation Rights (\$9,645,865.20) and the Amortization of the Water Participation Rights (\$-2,572,230.72) are not included in the District’s net assets calculation. As of January 31, 2020, the emergency account represents a balance of \$1,293,835.19 or 1% of total net assets, allowing the District to meet its requirements for the reserve policy.

**Water Banking Account** – The District’s reserve policy states “The District will strive to maintain a minimum level equal to the cost of 1,000 acre-feet of water and a maximum amount equal to the cost of 10,000 acre-feet of water.” Per an invoice from the San Bernardino Valley Municipal Water District, CLA can confirm that the District currently pays \$125 per acre-feet of water. By maintaining a balance of \$125,000 in its Water Banking Account, the District is in adherence with its reserve policy.

**Self-Insurance Reserve** – As indicated in the minutes from the April 5, 2018 board meeting, the District’s board of directors approved \$5,000,000 in funds for employee liability claims. Per e-mail correspondence with the District’s interim Chief Financial Officer, dated July 3, 2019, there has not been any updates to the self-insurance reserve policy, however, the District is currently evaluating other self-insurance policy options.

CLA reviewed the Treasurer’s report for clerical accuracy and recalculated the total Unrestricted Reserves balance to ensure the totals agreed with the January 2020 Treasurer’s Report. The Treasurer’s Report indicates that West Valley Water District’s total cash, investment and reserve balances as of January 31, 2020 total \$62,005,944.47. In its assessment of the District’s accounts, CLA can confirm the balances indicated on the Treasurer’s Report appear accurate.

## West Valley Water District Investment Memo – January 2020

**Note:**

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impair our independence.

**Total Fund Balance**

When comparing the District's total fund balances month-over-month between December (\$62,004,320.00) and January (\$62,005,944.47), CLA found the \$1,624.47 increased fund balance was due to a few factors. During the month of January, the District had three pay periods, which caused a decrease in the General Government Checking account of \$282,060.41. The decreased checking account balance in January was offset by the District's investment gains in its LAIF, Chandler Asset Management and CalTrust accounts of \$283,684.88 in January.

**U.S. Bank Chandler Custodial Account**

**Cash/Money Market** - Per Section 9.11 of the District's investment policy, "The company shall have met either one of the following criteria: 1) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs "Nationally Recognized Statistical Rating Organization" or 2) retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years of experience managing money market mutual funds with assets under management in excess of five hundred million dollars." Based on Chandler Asset Management's reconciliation summary for the period ending January 31, 2020 CLA was able to confirm that the District's cash and money-market securities were in accordance with the investment policy. CLA also conducted a review of the District's cash and money-market securities and found that all of the District's holdings were in alignment with the requirements set forth in the investment policy.

In addition to ensuring that the District's money market funds attained the highest ranking provided by more than one NRSRO, the District also met the requirements outlined in Section 9.11 of the investment policy through its established relationship with Chandler Asset Management. With total assets under management of over \$13.5 billion and a portfolio manager with over five years of experience in managing money market mutual funds, Chandler Asset Management exceeds the aforementioned requirements of the District's policy.

Per the investment policy, the maximum percentage of District investments in money market funds is capped at 20%. Similarly, the allowable mutual fund and money market account instruments per California government code (Sections 53601(I) and 53601.6(b)) for local government entities are also capped at 20%. The District's money market balance percentage as of January 31, 2020 is 0.45%. Therefore, the District is in compliance with both the investment policy and California governmental code.

**United States Treasury Issues** – Per Section 9.1 of the investment policy, "there's no limitation as to the percentage of the portfolio that may be invested in this category, however, maximum investment maturities are limited to up to five years." Based on CLA's analysis, the purchase dates for all United States treasury issues fall within the five-year framework established in the investment policy.

## West Valley Water District Investment Memo – January 2020

The District's investment policy is in uniformity with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(b)). These guidelines do not establish a maximum specified percentage of the District's investment portfolio for United States Treasury Obligations. The State of California's guidelines do, however, establish that maximum investment maturities for United States Treasury Obligations are limited to five years. As of January 31, 2020, 4.8% of the District's total portfolio is invested in United States Treasury Issues. With no maximum percentage established for United States Treasury Issues, the District is in conformity with the investment policy and the State of California's Local Agency Investment Guidelines.

**Medium-Term Notes** – Section 9.10 of the District's investment policy states "purchases are limited to securities that have a long-term debt rating of at least the "A" category, or its equivalent, by a NRSRO." The investment policy also states that medium-term notes should have a "maximum remaining maturity of five years or less". All instruments categorized as medium-term notes in the District's portfolio are in compliance with Section 9.10 of the investment policy, as each security has a satisfactory long-term debt rating and the investment matures within the five-year time frame as dictated in the policy. Based on CLA's analysis, the purchase dates for all medium-term notes fall within the five-year framework established in the investment policy.

Per Section 9.10 of the investment policy, the maximum percentage of investments in medium short-term notes is 30% of the portfolio.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(k)) regarding medium-term notes. These guidelines establish a maximum specified percentage of the District's investment portfolio for medium-term notes at 30%. The State of California's guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Medium-term notes constitute 5.3% of the District's total investment balance as of January 31, 2020. Therefore, the District is in compliance with both the investment policy and the State of California's standards.

**Federal Agency Obligations** – Per Section 9.5 of the District's investment policy, "there is no limitation as to the percentage of the portfolio that may be invested in this category, however, purchases of callable Federal Agency obligations are limited to a maximum of 30 percent of the portfolio." Although the policy does not explicitly list the bond rating requirements for federal agency obligations, all of the District's current federal agency holdings are rated AAA by multiple NRSRO's as of January 31, 2020.

While the District's investment policy caps federal agency obligations at 30 percent of the investment portfolio, the State of California's Local Agency Investment Guidelines have not established a maximum specified percentage for investments in federal agency obligations (Government Code Section 53601(f)). However, these guidelines are in accordance with the District's investment policy which state maximum investment maturities for federal agency obligations are limited to five years.

The maximum percentage of the District's investments in federal agency obligations is 30% of the portfolio. Federal agency obligations represent 9.4% of the District's total investment balance as of January 31, 2020. Therefore, the District is in accordance with both its investment policy as well as the guidelines set-forth by the State of California.

**Local Agency Investment Fund (LAIF)**

The State of California, Local Agency Investment Fund (LAIF) processes a same-day transaction if notified by 10:00 am. This ability satisfies the investment requirement of 24-hour liquidity as stipulated in the investment policy for the District.

Per Section 9.2 of the District's investment policy, the maximum percentage of investments in the State of California, Local Agency Investment Fund is unlimited.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 16429.1) concerning the Local Agency Investment Fund. These guidelines establish no maximum specified percentage of the District's investment portfolio while also dictating no maximum maturity date for LAIF investments.

Per the Standard and Poor's, California's Current Credit Rating is AA-, identifying the credit quality of the fund's portfolio performance as strong.

As of the period ending January 31, 2020, the District's Local Agency Investment Fund balance represents 26.6% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy as well as the standards of the Local Agency Investment Guidelines.

Based on the LAIF performance report for the month-ending January, 2020, LAIF investments had a net-yield of 1.967%. Regarding portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 53.88%
- Agencies- 14.32%
- Certificates of Deposit/Bank Notes- 18.16%
- Commercial Paper- 7.61%
- Time Deposits- 5.33%
- Loans- 0.68%

On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. Per the settlement agreement, "West Valley and the non-settling plaintiffs separately asserted six claims alleging breach of contract and other claims arising from the 1961 Decree." The 1961 Decree governs groundwater pumping from a portion of the Rialto-Colton Basin. The claims also concern the defendants (Fontana Parties) pumping from a portion of the Rialto-Colton Basin that is outside the Rialto Basin as defined by the 1961 Decree. The San Bernardino Basin Area and most but not all of the Rialto-Colton Basin are located within the service area of the Valley District and this violation served as the basis of the settlement.

The settlement check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these funds have been earmarked for Capital Improvement Projects, the District has yet to allocate these funds to any specific project and the District

## West Valley Water District Investment Memo – January 2020

will house all settlement funding in the LAIF account until board approval is received for the allocation of these funds.

### **The Investment Trust of California (CalTRUST)**

The District maintains investments in the CalTRUST Short-Term and CalTRUST Medium-Term Funds. For the month ending January 31, 2020 the Net Asset Value per share was \$10.06 (\$15,548,131.70 book value) for CalTRUST Short-Term Fund investments and \$10.13 (\$10,664,799.74 book value) for CalTRUST Medium-Term Fund investments. Per the latest S&P Global Rating Pool Profile for the quarter-ending September 30, 2019, the credit rating for the Short-Term Fund is AAF/S1+, identifying the credit quality of the fund's portfolio performance as very strong. Per the most recent S&P Global Rating Pool Profile for the quarter-ending September 30, 2019, the credit rating for the Medium-Term Fund is AA-f/S1, identifying the credit quality of the fund's portfolio performance as strong.

Section 9.3 of the District's investment policy states "no limit will be placed on the percentage total in this category." The State of California also fails to establish a maximum percentage total for investment trusts per Government Code Section 16340. As of the period ending January 31, 2020, the District's CalTRUST investment balance represents roughly 42.3% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy and the standards set-forth by the State of California as it relates to CalTRUST securities.

### **Bank Deposits**

Based on the District's investment policy, "Securities placed in a collateral pool must provide coverage for at least 100 percent of all deposits that are placed in that institution." As of January 31, 2020, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, with the exception of the Chase General Governmental Checking and UTC Routine Checking accounts. The Chase General Governmental Checking account maintains funds for operational purposes and normally carries a balance of at least \$1.5 million dollars which represents funding for one payroll and one accounts payable check run. In CLA's comparison between the District's general checking account balances for December 2019 (\$6,086,200.27) and January 2020 (\$5,804,139.86), CLA noted that the decreased January account balance was due to a third payroll run during the month of January versus only two payroll runs for December, which decreased the account balance by \$282,060.41.

The UTC Routine Checking account does not normally exceed the FDIC limit on a monthly basis, however, the quarterly deposit from United Technologies Corporation for \$286,128.75 was recorded in this account near the middle of September 2019. The District also received an additional quarterly deposit from United Technologies Corporation for \$307,078.75 in December 2019. Deposits recorded to the UTC Routine Checking account are normally transferred to the governmental checking account within five business days of the deposit with board approval. However, the District was still awaiting board approval for this transfer as of the completion of the January 2020 Treasurer's Report. This balance should fall below the FDIC limitations once the District's accounting team receives board approval to record the transfer to the governmental checking account.

In analyzing the accounting for the District's cash drawers (\$3,600) and petty cash (\$700), per the District's accounting staff, the District's cash drawers are normally reconciled on a daily basis. Each drawer is counted by the customer service representative responsible for the drawer and a secondary



## West Valley Water District Investment Memo – January 2020

count is performed by the customer service lead or supervisor prior to the funds being relinquished to the District's armored security provider, Gaurda, for deposit on a daily basis. Cash deposits are reconciled daily by the District's accounting department. Petty cash is normally reconciled by the accounting department on a monthly basis and the District's accounting department was able to provide CLA with a formalized reconciliation for January 2020 which validates the \$700 petty cash balance. The District has provided a formalized cash drawer reconciliation for January 2020 where they confirm the total amount of cash drawers issued to employees with no variance and the supervisor signs-off on the last working day of the month.

Section 9.12 of the investment policy asserts that "there is no limit on the percentage of the portfolio that may be invested in bank deposits." Similarly, the State of California's Government Code for Allowable Investment Instruments fails to dictate any portfolio standards for general bank deposit accounts. Although no maximum has been established for amounts invested in bank deposits by the investment policy or the State of California, CLA can verify that as of January 31, 2020 the District had 10.4% of its portfolio invested in bank deposit accounts.

**Supranationals**

Supranationals are explicitly defined in Section 9.14 of the investment policy as "US dollar-denominated senior unsecured unsubordinated obligations or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank". Securities listed as supranationals must be rated in the AA category or higher by a NRSRO and no more than 30% of the District's portfolio may be invested in these securities with a maximum maturity of five years.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(q)) regarding supranationals. These guidelines establish a maximum specified percentage of the District's investment portfolio for supranationals at 30%. The State of California's guidelines also establish that maximum investment maturities for suprnationals should be five years or less.

As of January 31, 2020, the District's investments in two securities categorized as supranationals was roughly 0.8% of the total portfolio and both securities maintained a maturity date of less than five years from the original purchase date. CLA can confirm that the District's supranational investments meet the standards of both the investment policy and the State of California.

West Valley Water District  
 Bond Analysis  
 January 31, 2020

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 1/31/20	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
F N M A - 3135G0W66	252,482.50	Aaa	Yes	10/17/2019	10/15/2024	4.9
FFCB Note 3133EKZK5	251,262.50	Aaa	Yes	8/19/2019	8/14/2023	3.9
F N M A - 3135G0X24	95,916.75	Aaa	Yes	1/8/2020	1/7/2025	4.9
Federal Home Loan Bks - 313378J77	175,054.25	Aaa	Yes	4/9/2018	3/13/2020	1.9
Federal Home Loan Bks - 313383HU8	250,172.50	Aaa	Yes	4/13/2018	6/12/2020	2.1
Federal Home Loan Bks - 3130AD4X7	250,797.50	Aaa	Yes	4/11/2018	12/11/2020	2.6
FFCB Note 3133EKNX0	257,282.50	Aaa	Yes	6/25/2019	6/3/2024	4.9
F N M A - 3135G0Q89	249,965.00	Aaa	Yes	4/18/2018	10/7/2021	3.4
Federal Home Loan Bks - 313376C94	255,527.50	Aaa	Yes	4/11/2018	12/10/2021	3.6
F N M A - 3135G0S38	252,952.50	Aaa	Yes	4/11/2018	1/5/2022	3.7
Federal Home Loan Bks - 313378WG2	255,785.00	Aaa	Yes	4/9/2018	3/11/2022	3.9
F N M A - 3135G0T45	252,710.00	Aaa	Yes	4/26/2018	4/5/2022	3.9
Federal Home Loan Bks - 3130ADRG9	260,285.00	Aaa	Yes	5/9/2018	3/10/2023	4.8
F H L M C - 3137EAEN5	261,610.00	Aaa	Yes	8/7/2018	6/19/2023	4.8
F N M A - 3135G0U43	247,440.90	Aaa	Yes	9/12/2018	9/12/2023	4.9
F N M A - 3135G0T94	257,355.00	Aaa	Yes	10/4/2018	1/19/2023	4.2
Federal Home Loan Bks - 313383YI4	267,315.00	Aaa	Yes	11/29/2018	9/8/2023	4.7
Federal Home Loan Bks - 3130A0F70	258,000.00	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130A0XE5	268,205.00	Aaa	Yes	3/19/2019	3/8/2024	4.9
Federal Home Loan Bks - 3130AB3H7	196,879.90	Aaa	Yes	4/8/2019	3/8/2024	4.8
FFCB- 3133EKP75	251,430.00	Aaa	Yes	10/15/2019	9/17/2024	4.9
Federal Home Loan Bks - 3130A1XJ2	265,372.50	Aaa	Yes	6/12/2019	6/14/2024	4.9
F N M A - 3135G0V75	253,997.50	Aaa	Yes	7/8/2019	7/2/2024	4.9
Federal Home Loan Bks - 3133EJCE7	252,092.50	Aaa	Yes	4/26/2018	2/12/2021	2.8
<b>Total Federal Agency Obligations</b>	<b>5,839,891.80</b>					

Money Market						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 1/31/20	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
First American Government Oblig Fd - 31846V203	31,676.19	Aaa	Yes	Various	N/A	0.0
Mufg Bank Ltd Ny Bran C P - 62479LFH3	248,425.00	Aaa	Yes	1/29/2020	6/17/2020	0.4
<b>Total Money Market</b>	<b>280,101.19</b>					

Supranational						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 1/31/20	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
International Bank M T N - 459058DY6	250,930.00	Aaa	Yes	5/11/2018	2/10/2022	3.7
Inter American Devel Bk - 4581XOCZ9	252,475.00	Aaa	Yes	5/10/2018	9/14/2022	4.3
<b>Total Supranational</b>	<b>503,405.00</b>					

U.S. Corporate						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 1/31/20	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
HSBC USA Inc - 40428HPV8	175,847.00	A2	Yes	5/2/2018	8/7/2020	2.2
Ace Ina Holdings - 00440EAT4	150,529.50	A3	Yes	4/12/2018	11/3/2020	2.5
Bank of NY Mellon Corp - 06406FAA1	192,913.82	A1	Yes	4/9/2018	4/15/2021	3.0
General Dynamics Corp - 369550BE7	86,506.20	A2	Yes	5/8/2018	5/11/2021	3.0
State Street Corp - 857477AV5	150,838.50	A1	Yes	4/9/2018	5/19/2021	3.1
Paccar Financial Corp - 69371RN44	149,911.50	A1	Yes	4/10/2018	8/11/2021	3.3
American Honda Finance - 02665WBG5	151,125.33	A2	Yes	4/9/2018	9/9/2021	3.4
John Deere Capital Corp - 24422ETL3	152,856.00	A2	Yes	4/9/2018	1/6/2022	3.7
Praxair Inc - 74005PBA1	152,401.50	A2	Yes	4/13/2018	2/15/2022	3.8
US Bancorp - 91159HHC7	154,189.50	A1	Yes	4/12/2018	3/15/2022	3.9
Pnc Bank NA - 69353RFE3	254,862.50	A2	Yes	5/9/2018	7/28/2022	4.2
Oracle Corp - 68389XAP0	127,982.50	A1	Yes	6/27/2018	10/15/2022	4.2
Charles Schwab Corp - 808513AT2	154,446.00	A2	Yes	6/8/2018	1/25/2023	4.6
IBM Credit Corp - 44932HAH6	155,604.00	A2	Yes	5/9/2018	2/6/2023	4.7
Berkshire Hathaway Inc. - 084670BR8	155,115.00	Aa2	Yes	5/9/2018	3/15/2023	4.8
Walmart Inc - 931142EK5	158,989.50	Aa2	Yes	6/26/2018	6/26/2023	4.9
Apple Inc - 037833AK6	153,621.00	Aa1	No	4/11/2019	5/3/2023	4.0
Boeing Co - 097023BQ7	149,512.50	A3	Yes	2/13/2019	6/15/2023	4.3
Visa Inc Callable Note Cont 92826CAC6	154,915.50	Aa3	Yes	12/13/2018	12/14/2022	3.9
Jpmorgan Chase Co - 46625HJX9	160,687.50	A2	Yes	12/5/2019	5/13/2024	4.4
Bank of America - 06051GHF9	130,951.25	A2	Yes	5/29/2019	3/5/2023	3.7
<b>Total U.S. Corporate</b>	<b>3,273,806.10</b>					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 1/31/20	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 91282282U3	179,224.50	Aaa	Yes	4/16/2018	12/31/2019	1.7
U.S. Treasury Note - 912828K58	249,845.00	Aaa	Yes	4/11/2018	4/30/2020	2.0
U.S. Treasury Note - 912828YV6	252,070.00	Aaa	Yes	4/13/2018	5/31/2020	2.1
U.S. Treasury Note - 912828VZ0	250,682.50	Aaa	Yes	4/11/2018	9/30/2020	2.4
U.S. Treasury Note - 912828N89	249,657.50	Aaa	Yes	4/10/2018	1/31/2021	2.8
U.S. Treasury Note - 912828V80	259,072.50	Aaa	Yes	4/12/2018	3/15/2021	2.9
U.S. Treasury Note - 912828S76	248,955.00	Aaa	Yes	5/9/2018	7/31/2021	3.2
U.S. Treasury Note - 912828G53	252,345.00	Aaa	Yes	5/9/2018	11/30/2021	3.5
U.S. Treasury Note - 912828XW5	252,520.00	Aaa	Yes	5/9/2018	6/30/2022	4.1
U.S. Treasury Note - 912828XL24	253,535.00	Aaa	No	5/9/2018	8/31/2022	4.3
U.S. Treasury Note - 912828M80	254,755.00	Aaa	Yes	5/9/2018	11/30/2022	4.5
U.S. Treasury Note - 912828X70	256,982.50	Aaa	No	9/5/2019	4/30/2024	4.3
<b>Total U.S. Government</b>	<b>2,959,644.50</b>					

January 2020 Bond Total per Treasurer's Report 12,856,848.59  
 Total Per January 2020 Chandler Statement 12,856,848.59  
 Variance -

West Valley Water District  
Investment Policy Analysis  
January 31, 2020

U.S. Bank - Chandler Asset Management		
Money Market	280,101.19	A
Commercial Paper	-	A
Federal Agency Obligations	5,839,891.80	A
U.S. Government	2,959,644.50	A
Corporate Bonds	3,273,806.10	A
Supranational	503,405.00	A
Negotiable CD	-	A
<b>Total U.S. Bank - Chandler Asset Management Funds</b>	<b>12,856,848.59</b>	

Checking and Savings		
Bank of Hope	-	B
Chase-1653 (Operating Account)	5,804,139.86	B
Chase-1368	596,262.35	B
Chase-1392	48,636.50	B
Chase-5993 (Rebate Account)	-	B
<b>Total Checking and Savings</b>	<b>6,449,038.71</b>	

CalTRUST Short Term Fund	15,548,131.70	A
CalTRUST Medium Term Fund	10,664,799.74	A
LAIF	16,482,676.70	A
District Cash Drawers	4,300.00	C
2016A Bond - Principal & Payment Funds	148.71	B
2016A Bond - Interest Fund	0.32	B
<b>Total January 31, 2020 District Funds</b>	<b>62,005,944.47</b>	

The balances indicated above are as of January 31, 2020

Balances verified with monthly investment statements provided by client **A**  
Balances verified with monthly bank statements provided by client **B**  
Balances verified with monthly reconciliations provided by client **C**

The purpose of this report is to calculate the asset class percentage in comparison with the maximum portfolio percentage allowed by the district's investment policy

Based on our review of the asset classes as of 1/31/20, West Valley Water District is in compliance with its investment policy

Security Type	Maximum per Investment Policy	Balance
Commercial Paper	25%	-
Federal Agency Obligations	30%	5,839,891.80
U.S. Government	No Limit	2,959,644.50
LAIF	No Limit	16,482,676.70
CalTRUST	No Limit	26,212,931.44
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	3,273,806.10
Money Market	20%	280,101.19
Bank Deposits	No Limit	6,453,338.71
Supranational	30%	503,405.00
		62,005,795.44
<b>Funds Excluded from Policy</b>	2016A	149.03
<b>Total December 31, 2019 District Funds</b>		<b>62,005,944.47</b>

Asset Class	January 2020 (% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.0%	25%
Federal Agency Obligations	9.4%	30%
U.S. Government	4.8%	No Limit
LAIF	26.6%	No Limit
CalTRUST	42.3%	No Limit
Negotiable CD	0.0%	30%
Medium Term Notes (Corporate Bonds)	5.3%	30%
Money Market	0.45%	20%
Bank Deposits	10.4%	No Limit
Supranational	0.8%	30%

West Valley Water District  
 Cash, Investment & Reserve Balances - November 30, 2019

Institution/Investment Type	October 2019 Balance	November 2019 Balance	RESERVE ACCOUNT	Minimum Balance
<b>Funds Under Control of the District:</b>			<b>RESTRICTED FUNDS</b>	
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	2016A Bond	\$ 148.87
	<b>\$ 4,300.00</b>	<b>\$ 4,300.00</b>	Customer Deposit Accounts	\$ 3,393,644.57
Checking and Savings:			Capacity Charge Acct Balance	\$ 11,749,919.05
Chase - General Government Checking	\$ 5,719,008.77	\$ 5,728,172.56	CIP account in LAIF for capital purposes	\$ 3,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -		<b>\$ 18,143,712.49</b>
Chase - UTC Routine Checking	\$ 289,183.60	\$ 289,183.60	<b>CAPITAL RESERVE FUNDS</b>	
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50	Capital Project Account - 100% FY 19-20	\$ 12,525,825.00
	<b>\$ 6,056,828.87</b>	<b>\$ 6,065,992.66</b>	Capital Project Account-80% FY 20-21	\$ 10,020,660.00
State of California, Local Agency Investment Fund	<b>\$ 16,388,529.16</b>	<b>\$ 16,388,529.16</b>	Administrative & General Account	\$ 1,307,893.35
US Bank - Chandler Asset Mgmt	<b>\$ 12,740,951.09</b>	<b>\$ 12,716,998.49</b>		<b>\$ 23,854,378.35</b>
CalTrust Pooled Investment Fund - Short Term	<b>\$ 15,472,072.94</b>	<b>\$ 15,497,006.88</b>	<b>LIQUIDITY FUNDS</b>	
CalTrust Pooled Investment Fund - Medium Term	<b>\$ 10,590,034.51</b>	<b>\$ 10,586,289.46</b>	Rate Stabilization Account	\$ 853,895.90
U. S. Treasury Bills			Operating Reserve Account	\$ 4,359,644.50
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -	Emergency Account	\$ 1,283,688.23
			Water Banking Account	\$ 125,000.00
<b>Total</b>	<b>\$ 61,252,716.57</b>	<b>\$ 61,259,116.65</b>		<b>\$ 6,622,228.63</b>
Funds Under Control of Fiscal Agents:			<b>OTHER RESERVES</b>	
<b>US BANK</b>			Self-Insurance Reserve	\$ 5,000,000.00
2016A Bond - Principal & Payment Funds	\$ 147.84	\$ 148.55		<b>\$ 5,000,000.00</b>
2016A Bond - Interest Fund	\$ 0.32	\$ 0.32	<b>OPERATING CASH</b>	
<b>Total</b>	<b>\$ 148.16</b>	<b>\$ 148.87</b>	Balance Available for Daily Operations	\$ 7,638,946.05
<b>Grand Total</b>	<b>\$ 61,252,864.73</b>	<b>\$ 61,259,265.52</b>		<b>\$ 7,638,946.05</b>
			<b>Grand Total</b>	<b>\$ 61,259,265.52</b>
			<b>UNRESTRICTED RESERVES</b>	<b>\$ 43,115,553.03</b>

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the West Valley Water District Board of Directors and the California Government Code Section 53601

I also certify that there are adequate funds available to meet the District's Budget.

\_\_\_\_\_  
 Chief Financial Officer

## West Valley Water District Reserve Memo – November 2019

**Note:**

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impairment our independence.

**Restricted Funds**

**Bond Proceeds Fund(s)** – Balances in the bond proceeds fund accounts represent monies derived from the proceeds of a bond issue. Per the requirements of the District's reserve policy, the target level for the debt service reserve requirement is established at the time of the bond issue. Based on documentation provided to CLA, "no reserve fund has been established in connection with the issuance of the 2016A bonds." Therefore, the November 30, 2019 ending balance of \$148.87 satisfies the minimum balance requirements per the District's reserve policy.

**Customer Deposit Accounts** – Due to fluctuations in the number of utility customer deposits required and the number of development projects in process, no minimum or maximum levels have been established for customer deposit accounts. The customer deposit account balances presented on the treasurer's report are based on the ending balance on the general ledger for the month. The customer deposit accounts are reconciled monthly. CLA was able to confirm that the customer deposit accounts balance presented on the November 2019 Treasurer's Report reconcile with the general ledger. The November 30, 2019 balance of \$3,393,644.57 customer deposit accounts satisfies the balance requirements of the District's reserve policy.

**Capacity Charge Account** – The District's reserve policy does not explicitly address or specify any minimum or maximum funding levels for capacity charge accounts. However, based on the reconciliation schedule provided by the District, CLA can confirm that the balance of \$11,749,919.05 presented on the November 2019 Treasurer's Report for the Capacity Charge Account reconciles with the documentation provided to CLA with no variance.

**CIP Account in LAIF for Capital Purposes** – On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. The check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these settlement funds have been restricted for Capital Improvement Projects, currently there are no designations or allocations for District funding towards any Capital Improvement Projects.

**Rebate Accounts** – Historically, West Valley Water District maintained two rebate balances on the Treasurer's Report, the Rebate 2015 and Rebate 2018 accounts. These rebates represented one-time payments due to customers for consumption charges. In the past, the rebate balances were highlighted on the District's Treasurer's Reports which indicated outstanding payments due to customers for each rebate, however these balances are no longer indicated on the Treasurer's Report. The District's by-laws are in accordance with California Government Code 50050 – 50057 which states "Except as otherwise provided by law, money that is not the property of a local agency that remains unclaimed in its treasury

## West Valley Water District Reserve Memo – November 2019

or in the official custody of its officers for three years is the property of the local agency after notice if not claimed or if not verified complaint is filed and served.” Therefore, the District must maintain and properly account for any rebates due to customers for at least three years after the rebate’s original date of issuance. After three years the District is then able to absorb those funds for general operating purposes. The District’s reserve policy does not explicitly address or specify any minimum or maximum funding levels for rebate accounts.

Although the District no longer highlights the Rebate accounts on the Treasurer’s Report, per the District’s accounting staff, all outstanding rebates were stale dated as of 1/31/19 and continue to act as a current liability on the District’s balance sheet.

### **Capital Reserve Funds**

**Capital Project Account** – The capital project account is used for the funding of new capital assets or the rehabilitation, enhancement, or replacement of capital assets when they reach the end of their useful lives. Per the requirements of the District’s reserve policy, “the minimum target level WVWD will strive for is 100% of its then-current year fiscal year from the Capital Improvement Budgets plus 80% of the amount estimated to be needed the following fiscal year.” The District currently maintains a balance of \$22,546,485 (\$12,525,825 for fiscal year 2019-20 and \$10,020,660 for fiscal year 2020-21) in its capital project account, meeting the minimum target level required for both fiscal years. CLA was able to confirm that the District is in adherence with the minimum target level requirement as of November 30, 2019 by reviewing the board-approved 2019-20 Capital Improvement Budget which indicates a total CIP for fiscal year 2019-20 of \$12,525,825. The District conservatively expects to expend the same amount, \$12,525,825, in capital improvement costs in 2020-21. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2020-21) which amounts to \$10,020,660, fulfilling the minimum target level requirements.

**Administrative & General Account** – The administrative and general account is utilized to fund certain general, administration and overhead projects. While no specific target level has been earmarked for either project, the District hopes to maintain a minimum balance in the administrative and general account equal to 5% of its annual operating expenses. Per the FY 2019-20 board-approved budget, CLA can confirm the District has an operating expenses budget of \$26,157,867. As of November 30, 2019, the administrative and general account contains \$1,307,893.35, which satisfies the 5% minimum requirement of the District’s reserve policy.

### **Liquidity Funds**

**Rate Stabilization Fund** – This fund is established to provide flexibility to the Board when settling rates to allow for absorbing fluctuations in water demand and smoothing out rate increases over time, temporarily defraying any unforeseen decreases in the sale of water. To remain in conjunction with the reserve policy, the District should aim to maintain a minimum level equal to 5% of water sales. Per the FY 2019-20 board-approved budget, the District anticipates water revenues of \$17,077,918 for the current fiscal year. Therefore, CLA can verify that the District’s current balance of \$853,895.90 in its rate stabilization account achieves the minimum target level for this account as indicated in the reserve policy.

## West Valley Water District Reserve Memo – November 2019

**Operating Reserve Account** – This fund may be routinely utilized by staff to cover temporary cash flow deficiencies caused by timing differences between revenue and expenses or decreases in revenues and unanticipated increases in expenses. Given the significance of this account, the District strives to maintain a minimum amount equal to 60 days of the District’s budgeted total operating expenses in this account. Per the FY 2019-20 board-approved budget, CLA can validate that the District has an operating expenses budget of \$26,157,867. As of November 30, 2019, the operating reserve account maintains a balance of \$4,359,644.50, which satisfies the requirements of the District’s reserve policy.

**Emergency Account** – The emergency account may be utilized to purchase water at any time or to begin repair of the water system after a catastrophic event. Therefore, a minimum target level equal to 1% of net capital assets of the District’s water system has been established to enable the district to manage emergency situations. Per November 30, 2019 general ledger detail reporting provided by the District’s accounting staff, CLA was able to confirm that the District’s net assets total \$128,368,823. Per phone correspondence with the District’s interim Chief Financial Officer, the Water Participation Rights (\$9,645,865.20) and the Amortization of the Water Participation Rights (\$-2,572,230.72) are not included in the District’s net assets calculation. As of November 30, 2019, the emergency account represents a balance of \$1,183,688.23 or 1% of total net assets, allowing the District to meet its requirements for the reserve policy.

**Water Banking Account** – The District’s reserve policy states “The District will strive to maintain a minimum level equal to the cost of 1,000 acre-feet of water and a maximum amount equal to the cost of 10,000 acre-feet of water.” Per an invoice from the San Bernardino Valley Municipal Water District, CLA can confirm that the District currently pays \$125 per acre-feet of water. By maintaining a balance of \$125,000 in its Water Banking Account, the District is in adherence with its reserve policy.

**Self-Insurance Reserve** – As indicated in the minutes from the April 5, 2018 board meeting, the District’s board of directors approved \$5,000,000 in funds for employee liability claims. Per e-mail correspondence with the District’s interim Chief Financial Officer, dated July 3, 2019, there has not been any updates to the self-insurance reserve policy, however, the District is currently evaluating other self-insurance policy options.

CLA reviewed the Treasurer’s report for clerical accuracy and recalculated the total Unrestricted Reserves balance to ensure the totals agreed with the November 2019 Treasurer’s Report. The Treasurer’s Report indicates that West Valley Water District’s total cash, investment and reserve balances as of November 30, 2019 total \$61,259,265.52 in its assessment of the District’s accounts, CLA can confirm the balances indicated on the Treasurer’s Report appear accurate.



## West Valley Water District Investment Memo – November 2019

**Note:**

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impair our independence.

**Total Fund Balance**

When comparing the District's total fund balances month-over-month between October (\$61,252,864.73) and November (\$61,259,265.52), CLA found the \$6,400.79 decreased fund balance was due to normal checking and investment account activity for the month ending November 30, 2019.

**U.S. Bank Chandler Custodial Account**

**Cash/Money Market** - Per Section 9.11 of the District's investment policy, "The company shall have met either one of the following criteria: 1) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs "Nationally Recognized Statistical Rating Organization" or 2) retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years of experience managing money market mutual funds with assets under management in excess of five hundred million dollars." Based on Chandler Asset Management's reconciliation summary for the period ending November 30, 2019, CLA was able to confirm that the District's cash and money-market securities were in accordance with the investment policy. CLA also conducted a review of the District's cash and money-market securities and found that all of the District's holdings were in alignment with the requirements set forth in the investment policy.

In addition to ensuring that the District's money market funds attained the highest ranking provided by more than one NRSRO, the District also met the requirements outlined in Section 9.11 of the investment policy through its established relationship with Chandler Asset Management. With total assets under management of over \$13.5 billion and a portfolio manager with over five years of experience in managing money market mutual funds, Chandler Asset Management exceeds the aforementioned requirements of the District's policy.

Per the investment policy, the maximum percentage of District investments in money market funds is capped at 20%. Similarly, the allowable mutual fund and money market account instruments per California government code (Sections 53601(I) and 53601.6(b)) for local government entities are also capped at 20%. The District's money market balance percentage as of November 30, 2019 is 0.12%. Therefore, the District is in compliance with both the investment policy and California governmental code.

**United States Treasury Issues** – Per Section 9.1 of the investment policy, "there's no limitation as to the percentage of the portfolio that may be invested in this category, however, maximum investment maturities are limited to up to five years." Based on CLA's analysis, the purchase dates for all United States treasury issues fall within the five-year framework established in the investment policy.

The District's investment policy is in uniformity with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(b)). These guidelines do not establish a maximum specified percentage of the District's investment portfolio for United States Treasury Obligations. The State of

## West Valley Water District Investment Memo – November 2019

California's guidelines do, however, establish that maximum investment maturities for United States Treasury Obligations are limited to five years. As of November 30, 2019, 4.9% of the District's total portfolio is invested in United States Treasury Issues. With no maximum percentage established for United States Treasury Issues, the District is in conformity with the investment policy and the State of California's Local Agency Investment Guidelines.

**Medium-Term Notes** – Section 9.10 of the District's investment policy states "purchases are limited to securities that have a long-term debt rating of at least the "A" category, or its equivalent, by a NRSRO." The investment policy also states that medium-term notes should have a "maximum remaining maturity of five years or less". All instruments categorized as medium-term notes in the District's portfolio are in compliance with Section 9.10 of the investment policy, as each security has a satisfactory long-term debt rating and the investment matures within the five-year time frame as dictated in the policy. Based on CLA's analysis, the purchase dates for all medium-term notes fall within the five-year framework established in the investment policy.

Per Section 9.10 of the investment policy, the maximum percentage of investments in medium short-term notes is 30% of the portfolio.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(k)) regarding medium-term notes. These guidelines establish a maximum specified percentage of the District's investment portfolio for medium-term notes at 30%. The State of California's guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Medium-term notes constitute 5.1% of the District's total investment balance as of November 30, 2019. Therefore, the District is in compliance with both the investment policy and the State of California's standards.

**Federal Agency Obligations** – Per Section 9.5 of the District's investment policy, "there is no limitation as to the percentage of the portfolio that may be invested in this category, however, purchases of callable Federal Agency obligations are limited to a maximum of 30 percent of the portfolio." Although the policy does not explicitly list the bond rating requirements for federal agency obligations, all of the District's current federal agency holdings are rated AAA by multiple NRSRO's as of November 30, 2019.

While the District's investment policy caps federal agency obligations at 30 percent of the investment portfolio, the State of California's Local Agency Investment Guidelines have not established a maximum specified percentage for investments in federal agency obligations (Government Code Section 53601(f)). However, these guidelines are in accordance with the District's investment policy which state maximum investment maturities for federal agency obligations are limited to five years.

The maximum percentage of the District's investments in federal agency obligations is 30% of the portfolio. Federal agency obligations represent 9.9% of the District's total investment balance as of November 30, 2019. Therefore, the District is in accordance with both its investment policy as well as the guidelines set-forth by the State of California.

**Local Agency Investment Fund (LAIF)**

## West Valley Water District Investment Memo – November 2019

The State of California, Local Agency Investment Fund (LAIF) processes a same-day transaction if notified by 10:00 am. This ability satisfies the investment requirement of 24-hour liquidity as stipulated in the investment policy for the District.

Per Section 9.2 of the District's investment policy, the maximum percentage of investments in the State of California, Local Agency Investment Fund is unlimited.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 16429.1) concerning the Local Agency Investment Fund. These guidelines establish no maximum specified percentage of the District's investment portfolio while also dictating no maximum maturity date for LAIF investments.

Per the Standard and Poor's, California's Current Credit Rating is AA-, identifying the credit quality of the fund's portfolio performance as strong.

As of the period ending November 30, 2019, the District's Local Agency Investment Fund balance represents 26.8% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy as well as the standards of the Local Agency Investment Guidelines.

Based on the LAIF performance report for the month-ending November, 2019, LAIF investments had a net-yield of 2.103%. Regarding portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 55.63%
- Agencies- 14.01%
- Certificates of Deposit/Bank Notes- 16.86%
- Commercial Paper- 7.27%
- Time Deposits- 5.51%
- Loans- 0.70%

On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. Per the settlement agreement, "West Valley and the non-settling plaintiffs separately asserted six claims alleging breach of contract and other claims arising from the 1961 Decree." The 1961 Decree governs groundwater pumping from a portion of the Rialto-Colton Basin. The claims also concern the defendants (Fontana Parties) pumping from a portion of the Rialto-Colton Basin that is outside the Rialto Basin as defined by the 1961 Decree. The San Bernardino Basin Area and most but not all of the Rialto-Colton Basin are located within the service area of the Valley District and this violation served as the basis of the settlement.

The settlement check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these funds have been earmarked for Capital Improvement Projects, the District has yet to allocate these funds to any specific project and the District will house all settlement funding in the LAIF account until board approval is received for the allocation of these funds.

**The Investment Trust of California (CalTRUST)**

## West Valley Water District Investment Memo – November 2019

The District maintains investments in the CalTRUST Short-Term and CalTRUST Medium-Term Funds. For the month ending November 30, 2019 the Net Asset Value per share was \$10.05 (\$15,497,006.88 book value) for CalTRUST Short-Term Fund investments and \$10.09 (\$10,586,289.46 book value) for CalTRUST Medium-Term Fund investments. Per the latest S&P Global Rating Pool Profile for the quarter-ending September 30, 2019, the credit rating for the Short-Term Fund is AAF/S1+, identifying the credit quality of the fund's portfolio performance as very strong. Per the most recent S&P Global Rating Pool Profile for the quarter-ending September 30, 2019, the credit rating for the Medium-Term Fund is AA-f/S1, identifying the credit quality of the fund's portfolio performance as strong.

Section 9.3 of the District's investment policy states "no limit will be placed on the percentage total in this category." The State of California also fails to establish a maximum percentage total for investment trusts per Government Code Section 16340. As of the period ending November 30, 2019, the District's CalTRUST investment balance represents roughly 42.6% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy and the standards set-forth by the State of California as it relates to CalTRUST securities.

**Bank Deposits**

Based on the District's investment policy, "Securities placed in a collateral pool must provide coverage for at least 100 percent of all deposits that are placed in that institution." As of November 30, 2019, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, with the exception of the Chase General Governmental Checking and UTC Routine Checking accounts. The Chase General Governmental Checking account maintains funds for operational purposes and normally carries a balance of at least \$1.5 million dollars which represents funding for one payroll and one accounts payable check run. In CLA's comparison between the District's general checking account balances for October 2019 (\$5,719,008.77) and November 2019 (\$5,728,172.56), the increase in the November 2019 checking account balance of \$9,163.79 was largely due to normal monthly activity.

The UTC Routine Checking account does not normally exceed the FDIC limit on a monthly basis, however, the quarterly deposit from United Technologies Corporation for \$286,128.75 was recorded in this account near the middle of September 2019. UTC deposits recorded to this account are normally transferred to the governmental checking account within five business days of the deposit with board approval. However, the District was still awaiting board approval for this transfer as of the completion of the November 2019 Treasurer's Report. This balance should fall below the FDIC limitations once the District's accounting team receives board approval to record the transfer to the governmental checking account.

In analyzing the accounting for the District's cash drawers (\$3,600) and petty cash (\$700), per the District's accounting staff, the District's cash drawers are reconciled on a daily basis. Each drawer is counted by the customer service representative responsible for the drawer and a secondary count is performed by the customer service lead or supervisor prior to the funds being relinquished to the District's armored security provider, Gaurda, for deposit on a daily basis. Cash deposits are reconciled daily by the District's accounting department. Petty cash is normally reconciled by the accounting department on a monthly basis and the District's accounting department was able to provide CLA with a formalized reconciliation for November 2019 which validates the \$700 petty cash balance. The District has provided a formalized cash drawer reconciliation for November 2019 where they confirm the total

## West Valley Water District Investment Memo – November 2019

amount of cash drawers issued to employees with no variance and the supervisor signs-off on the last working day of the month.

Section 9.12 of the investment policy asserts that “there is no limit on the percentage of the portfolio that may be invested in bank deposits.” Similarly, the State of California’s Government Code for Allowable Investment Instruments fails to dictate any portfolio standards for general bank deposit accounts. Although no maximum has been established for amounts invested in bank deposits by the investment policy or the State of California, CLA can verify that as of November 30, 2019 the District had 9.9% of its portfolio invested in bank deposit accounts.

**Supranationals**

Supranationals are explicitly defined in Section 9.14 of the investment policy as “US dollar-denominated senior unsecured unsubordinated obligations or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank”. Securities listed as supranationals must be rated in the AA category or higher by a NRSRO and no more than 30% of the District’s portfolio may be invested in these securities with a maximum maturity of five years.

The District’s investment policy is also in accordance with the State of California’s Local Agency Investment Guidelines (Government Code Section 53601(q)) regarding supranationals. These guidelines establish a maximum specified percentage of the District’s investment portfolio for supranationals at 30%. The State of California’s guidelines also establish that maximum investment maturities for suprnationals should be five years or less.

As of November 30, 2019, the District’s investments in two securities categorized as supranationals was roughly 0.8% of the total portfolio and both securities maintained a maturity date of less than five years from the original purchase date. CLA can confirm that the District’s supranational investments meet the standards of both the investment policy and the State of California.

West Valley Water District  
 Bond Analysis  
 November 30, 2019

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
F N M A - 3135G0W66	249,245.00	Aaa	Yes	4/10/2018	8/15/2019	1.3
FFCB Note 3133EKZK5	249,842.50	Aaa	Yes	4/16/2018	10/21/2019	1.5
Federal Farm Credit Bks - 3133EJLU1	250,307.50	Aaa	Yes	4/20/2018	1/24/2020	1.7
Federal Home Loan Bks - 313378J77	250,172.50	Aaa	Yes	4/9/2018	3/13/2020	1.9
Federal Home Loan Bks - 313383HU8	250,182.50	Aaa	Yes	4/13/2018	6/12/2020	2.1
Federal Home Loan Bks - 3130AD4X7	250,540.00	Aaa	Yes	4/11/2018	1/31/2021	2.8
FFCB Note 3133EKNX0	255,715.00	Aaa	Yes	4/26/2018	2/12/2021	2.8
F N M A - 3135G0Q89	248,817.50	Aaa	Yes	4/18/2018	10/7/2021	3.4
Federal Home Loan Bks - 313376C94	254,852.50	Aaa	Yes	4/11/2018	12/10/2021	3.6
F N M A - 3135G0S38	251,807.50	Aaa	Yes	4/11/2018	1/5/2022	3.7
Federal Home Loan Bks - 313378WG2	254,650.00	Aaa	Yes	4/9/2018	3/11/2022	3.9
F N M A - 3135G0T45	251,330.00	Aaa	Yes	4/26/2018	4/5/2022	3.9
Federal Home Loan Bks - 3130ADRG9	258,482.50	Aaa	Yes	5/9/2018	3/10/2023	4.8
F H L M C - 3137EAEN5	259,595.00	Aaa	Yes	8/7/2018	6/19/2023	4.8
F N M A - 3135G0U43	245,422.25	Aaa	Yes	9/12/2018	9/12/2023	4.9
F N M A - 3135G0T94	255,537.50	Aaa	Yes	10/4/2018	1/19/2023	4.2
Federal Home Loan Bks - 313383Y14	265,625.00	Aaa	Yes	11/29/2018	9/8/2023	4.7
Federal Home Loan Bks - 3130A0F70	255,768.00	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130A0XE5	266,217.50	Aaa	Yes	3/1/2019	3/8/2024	5.0
Federal Home Loan Bks - 3130AB3H7	195,637.30	Aaa	Yes	3/1/2019	3/8/2024	5.0
FFCB- 3133EKP75	249,580.00	Aaa	Yes	6/25/2019	6/3/2024	4.9
Federal Home Loan Bks - 3130A1XJ2	263,075.00	Aaa	Yes	6/12/2019	6/14/2024	4.9
F N M A - 3135G0V75	250,770.00	Aaa	Yes	7/8/2019	7/2/2024	4.9
Federal Home Loan Bks - 3133EJCE7	252,040.00	Aaa	Yes	6/12/2019	6/14/2024	4.9
<b>Total Federal Agency Obligations</b>	<b>6,035,212.55</b>					

Money Market						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
First American Government Oblig Fd - 31846V203	71,654.97	Aaa	Yes	Various	N/A	0.0
<b>Total Money Market</b>	<b>71,654.97</b>					

Supranational						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
International Bank M T N - 459058DY6	249,650.00	Aaa	Yes	5/11/2018	2/10/2022	3.7
Inter American Devel Bk - 4581XOCZ9	250,520.00	Aaa	Yes	5/10/2018	9/14/2022	4.3
<b>Total Supranational</b>	<b>500,170.00</b>					

U.S. Corporate						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
HSBC USA Inc - 40428HPV8	175,862.75	A2	Yes	5/2/2018	8/7/2020	2.2
Ace Ina Holdings - 00440EAT4	150,402.00	A3	Yes	4/12/2018	11/3/2020	2.5
Bank of NY Mellon Corp - 06406FAA1	192,434.41	A1	Yes	4/9/2018	4/15/2021	3.0
General Dynamics Corp - 369550BE7	86,384.65	A2	Yes	5/8/2018	5/11/2021	3.0
State Street Corp - 857477AV5	150,195.00	A1	Yes	4/9/2018	5/19/2021	3.1
Paccar Financial Corp - 69371RN44	149,289.00	A1	Yes	4/10/2018	8/11/2021	3.3
American Honda Finance - 02665WBG5	150,533.41	A2	Yes	4/9/2018	9/9/2021	3.4
John Deere Capital Corp - 24422ETL3	152,352.00	A2	Yes	4/9/2018	1/6/2022	3.7
Praxair Inc - 74005PBA1	151,674.00	A2	Yes	4/13/2018	2/15/2022	3.8
US Bancorp - 91159HHC7	153,570.00	A1	Yes	4/12/2018	3/15/2022	3.9
Pnc Bank NA - 69353RFE3	252,570.00	A2	Yes	5/9/2018	7/28/2022	4.2
Oracle Corp - 68389XAP0	127,116.25	A1	Yes	6/27/2018	10/15/2022	4.2
Charles Schwab Corp - 808513AT2	152,916.00	A2	Yes	6/8/2018	1/25/2023	4.6
IBM Credit Corp - 44932HAH6	154,039.50	A2	Yes	5/9/2018	2/6/2023	4.7
Berkshire Hathaway Inc. - 084670BR8	154,041.00	Aa2	Yes	5/9/2018	3/15/2023	4.8
Walmart Inc - 931142EK5	157,470.00	Aa2	Yes	6/26/2018	6/26/2023	4.9
Apple Inc - 037833AK6	152,287.50	Aa1	No	5/3/2019	5/3/2023	3.9
Boeing Co - 097023BQ7	148,918.50	A2	Yes	2/1/2019	6/15/2023	4.3
Visa Inc Callable Note Cont 92826CAC6	153,982.50	Aa3	Yes	12/13/2018	10/14/2022	3.8
Bank of America - 06051GHF9	129,930.00	A2	Yes	2/1/2019	6/15/2023	4.3
<b>Total U.S. Corporate</b>	<b>3,095,968.47</b>					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 9128283N8	250,025.00	Aaa	Yes	4/16/2018	12/31/2019	1.7
U.S. Treasury Note - 912828K58	249,717.50	Aaa	Yes	4/11/2018	4/30/2020	2.0
U.S. Treasury Note - 912828XE5	249,785.00	Aaa	Yes	4/13/2018	5/31/2020	2.1
U.S. Treasury Note - 912828VZ0	250,655.00	Aaa	Yes	4/11/2018	9/30/2020	2.4
U.S. Treasury Note - 912828N89	249,062.50	Aaa	Yes	4/10/2018	1/31/2021	2.8
U.S. Treasury Note - 912828V80	256,240.00	Aaa	Yes	4/12/2018	3/15/2021	2.9
U.S. Treasury Note - 912828S76	247,765.00	Aaa	Yes	5/9/2018	7/31/2021	3.2
U.S. Treasury Note - 912828G53	251,182.50	Aaa	Yes	5/9/2018	11/30/2021	3.5
U.S. Treasury Note - 912828XW5	250,995.00	Aaa	Yes	5/9/2018	6/30/2022	4.1
U.S. Treasury Note - 912828XL24	251,787.50	Aaa	No	5/9/2018	8/31/2022	4.3
U.S. Treasury Note - 912828M80	252,852.50	Aaa	Yes	5/9/2018	11/30/2022	4.5
U.S. Treasury Note - 912828X70	253,925.00	Aaa	No	9/6/2019	4/30/2024	4.3
<b>Total U.S. Government</b>	<b>3,013,992.50</b>					

November 2019 Bond Total per Treasurer's Report 12,716,998.49  
 Total Per November 2019 Chandler Statement 12,716,998.49  
 Variance -

West Valley Water District  
Investment Policy Analysis  
November 30, 2019

U.S. Bank - Chandler Asset Management		
Money Market	71,654.97	A
Commercial Paper	-	A
Federal Agency Obligations	6,035,212.55	A
U.S. Government	3,013,992.50	A
Corporate Bonds	3,095,968.47	A
Supranational	500,170.00	A
Negotiable CD	-	A
<b>Total U.S. Bank - Chandler Asset Management Funds</b>	<b>12,716,998.49</b>	

Checking and Savings		
Bank of Hope	-	B
Chase-1653 (Operating Account)	5,728,172.56	B
Chase-1368	289,183.60	B
Chase-1392	48,636.50	B
Chase-5993 (Rebate Account)	-	B
<b>Total Checking and Savings</b>	<b>6,065,992.66</b>	

CalTRUST Short Term Fund	15,497,006.88	A
CalTRUST Medium Term Fund	10,586,289.46	A
LAIF	16,388,529.16	A
District Cash Drawers	4,300.00	C
2016A Bond - Principal & Payment Funds	148.55	B
2016A Bond - Interest Fund	0.32	B
<b>Total November 30, 2019 District Funds</b>	<b>61,259,265.52</b>	

The balances indicated above are as of November 30, 2019

Balances verified with monthly investment statements provided by client	A
Balances verified with monthly bank statements provided by client	B
Balances verified with monthly reconciliations provided by client	C

The purpose of this report is to calculate the asset class percentage in comparison with the maximum portfolio percentage allowed by the district's investment policy

Based on our review of the asset classes as of 11/30/2019, West Valley Water District is in compliance with its investment policy

Security Type	Maximum per Investment Policy	Balance
Commercial Paper	25%	-
Federal Agency Obligations	30%	6,035,212.55
U.S. Government	No Limit	3,013,992.50
LAIF	No Limit	16,388,529.16
CalTRUST	No Limit	26,083,296.34
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	3,095,968.47
Money Market	20%	71,654.97
Bank Deposits	No Limit	6,070,292.66
Supranational	30%	500,170.00
		61,259,116.65
<b>Funds Excluded from Policy</b>	2016A	148.87
<b>Total November 30, 2019 District Funds</b>		<b>61,259,265.52</b>

Asset Class	November 2019 (% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.0%	25%
Federal Agency Obligations	9.9%	30%
U.S. Government	4.9%	No Limit
LAIF	26.8%	No Limit
CalTRUST	42.6%	No Limit
Negotiable CD	0.0%	30%
Medium Term Notes (Corporate Bonds)	5.1%	30%
Money Market	0.12%	20%
Bank Deposits	9.9%	No Limit
Supranational	0.8%	30%



West Valley Water District  
Cash, Investment & Reserve Balances - October 31, 2019

Institution/Investment Type	September 2019 Balance	October 2019 Balance	RESERVE ACCOUNT	Minimum Balance
<b>Funds Under Control of the District:</b>			<b>RESTRICTED FUNDS</b>	
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	2016A Bond	\$ 148.16
	<b>\$ 4,300.00</b>	<b>\$ 4,300.00</b>	Customer Deposit Accounts	\$ 3,609,900.16
Checking and Savings:			Capacity Charge Acct Balance	\$ 11,613,181.68
Chase - General Government Checking	\$ 6,001,640.85	\$ 5,719,008.77	CIP account in LAIF for capital purposes	\$ 3,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -		<b>\$ 18,223,230.00</b>
Chase - UTC Routine Checking	\$ 289,183.60	\$ 289,183.60	<b>CAPITAL RESERVE FUNDS</b>	
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50	Capital Project Account - 100% FY 19-20	\$ 12,525,825.00
	<b>\$ 6,339,460.95</b>	<b>\$ 6,056,828.87</b>	Capital Project Account-80% FY 20-21	\$ 10,020,660.00
State of California, Local Agency Investment Fund	<b>\$ 16,288,196.91</b>	<b>\$ 16,388,529.16</b>	Administrative & General Account	\$ 1,307,893.35
US Bank - Chandler Asset Mgmt	<b>\$ 12,703,049.18</b>	<b>\$ 12,740,951.09</b>		<b>\$ 23,854,378.35</b>
CalTrust Pooled Investment Fund - Short Term	<b>\$ 15,428,842.40</b>	<b>\$ 15,472,072.94</b>	<b>LIQUIDITY FUNDS</b>	
CalTrust Pooled Investment Fund - Medium Term	<b>\$ 10,550,213.86</b>	<b>\$ 10,590,034.51</b>	Rate Stabilization Account	\$ 853,895.90
U. S. Treasury Bills			Operating Reserve Account	\$ 4,359,644.50
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -	Emergency Account	\$ 1,280,197.73
			Water Banking Account	\$ 125,000.00
<b>Total</b>	<b>\$ 61,314,063.30</b>	<b>\$ 61,252,716.57</b>		<b>\$ 6,618,738.13</b>
Funds Under Control of Fiscal Agents:			<b>OTHER RESERVES</b>	
<b>US BANK</b>			Self-Insurance Reserve	\$ 5,000,000.00
2016A Bond - Principal & Payment Funds	\$ 286.49	\$ 147.84		<b>\$ 5,000,000.00</b>
2016A Bond - Interest Fund	\$ 230.77	\$ 0.32	<b>OPERATING CASH</b>	
<b>Total</b>	<b>\$ 517.26</b>	<b>\$ 148.16</b>	Balance Available for Daily Operations	\$ 7,556,518.25
<b>Grand Total</b>	<b>\$ 61,314,580.56</b>	<b>\$ 61,252,864.73</b>		<b>\$ 7,556,518.25</b>
			<b>Grand Total</b>	<b>\$ 61,252,864.73</b>
			<b>UNRESTRICTED RESERVES</b>	<b>\$ 43,029,634.73</b>

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the West Valley Water District Board of Directors and the California Government Code Section 53601

I also certify that there are adequate funds available to meet the District's Budget.

\_\_\_\_\_  
Chief Financial Officer

## West Valley Water District Reserve Memo – October 2019

**Note:**

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impairment our independence.

**Restricted Funds**

**Bond Proceeds Fund(s)** – Balances in the bond proceeds fund accounts represent monies derived from the proceeds of a bond issue. Per the requirements of the District's reserve policy, the target level for the debt service reserve requirement is established at the time of the bond issue. Based on documentation provided to CLA, "no reserve fund has been established in connection with the issuance of the 2016A bonds." Therefore, the October 31, 2019 ending balance of \$148.16 satisfies the minimum balance requirements per the District's reserve policy.

**Customer Deposit Accounts** – Due to fluctuations in the number of utility customer deposits required and the number of development projects in process, no minimum or maximum levels have been established for customer deposit accounts. The customer deposit account balances presented on the treasurer's report are based on the ending balance on the general ledger for the month. The customer deposit accounts are reconciled monthly. CLA was able to confirm that the customer deposit accounts balance presented on the October 2019 Treasurer's Report reconcile with the general ledger. The October 31, 2019 balance of \$3,609,900.16 in customer deposit accounts satisfies the balance requirements of the District's reserve policy.

**Capacity Charge Account** – The District's reserve policy does not explicitly address or specify any minimum or maximum funding levels for capacity charge accounts. However, based on the reconciliation schedule provided by the District, CLA can confirm that the balance of \$11,613,181.68 presented on the October 2019 Treasurer's Report for the Capacity Charge Account reconciles with the documentation provided to CLA with no variance.

**CIP Account in LAIF for Capital Purposes** – On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. The check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these settlement funds have been restricted for Capital Improvement Projects, currently there are no designations or allocations for District funding towards any Capital Improvement Projects.

**Rebate Accounts** – Historically, West Valley Water District maintained two rebate balances on the Treasurer's Report, the Rebate 2015 and Rebate 2018 accounts. These rebates represented one-time payments due to customers for consumption charges. In the past, the rebate balances were highlighted on the District's Treasurer's Reports which indicated outstanding payments due to customers for each rebate, however these balances are no longer indicated on the Treasurer's Report. The District's by-laws are in accordance with California Government Code 50050 – 50057 which states "Except as otherwise provided by law, money that is not the property of a local agency that remains unclaimed in its treasury

## West Valley Water District Reserve Memo – October 2019

or in the official custody of its officers for three years is the property of the local agency after notice if not claimed or if not verified complaint is filed and served.” Therefore, the District must maintain and properly account for any rebates due to customers for at least three years after the rebate’s original date of issuance. After three years the District is then able to absorb those funds for general operating purposes. The District’s reserve policy does not explicitly address or specify any minimum or maximum funding levels for rebate accounts.

Although the District no longer highlights the Rebate accounts on the Treasurer’s Report, per the District’s accounting staff, all outstanding rebates were stale dated as of 1/31/19 and continue to act as a current liability on the District’s balance sheet.

### **Capital Reserve Funds**

**Capital Project Account** – The capital project account is used for the funding of new capital assets or the rehabilitation, enhancement, or replacement of capital assets when they reach the end of their useful lives. Per the requirements of the District’s reserve policy, “the minimum target level WVWD will strive for is 100% of its then-current year fiscal year from the Capital Improvement Budgets plus 80% of the amount estimated to be needed the following fiscal year.” The District currently maintains a balance of \$22,546,485 (\$12,525,825 for fiscal year 2019-20 and \$10,020,660 for fiscal year 2020-21) in its capital project account, meeting the minimum target level required for both fiscal years. CLA was able to confirm that the District is in adherence with the minimum target level requirement as of October 31, 2019 by reviewing the board-approved 2019-20 Capital Improvement Budget which indicates a total CIP for fiscal year 2019-20 of \$12,525,825. The District conservatively expects to expend the same amount, \$12,525,825, in capital improvement costs in 2020-21. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2020-21) which amounts to \$10,020,660, fulfilling the minimum target level requirements.

**Administrative & General Account** – The administrative and general account is utilized to fund certain general, administration and overhead projects. While no specific target level has been earmarked for either project, the District hopes to maintain a minimum balance in the administrative and general account equal to 5% of its annual operating expenses. Per the FY 2019-20 board-approved budget, CLA can confirm the District has an operating expenses budget of \$26,157,867. As of October 31, 2019, the administrative and general account contains \$1,307,893.35, which satisfies the 5% minimum requirement of the District’s reserve policy.

### **Liquidity Funds**

**Rate Stabilization Fund** – This fund is established to provide flexibility to the Board when settling rates to allow for absorbing fluctuations in water demand and smoothing out rate increases over time, temporarily defraying any unforeseen decreases in the sale of water. To remain in conjunction with the reserve policy, the District should aim to maintain a minimum level equal to 5% of water sales. Per the FY 2019-20 board-approved budget, the District anticipates water revenues of \$17,077,918 for the current fiscal year. Therefore, CLA can verify that the District’s current balance of \$853,895.90 in its rate stabilization account achieves the minimum target level for this account as indicated in the reserve policy.

## West Valley Water District Reserve Memo – October 2019

**Operating Reserve Account** – This fund may be routinely utilized by staff to cover temporary cash flow deficiencies caused by timing differences between revenue and expenses or decreases in revenues and unanticipated increases in expenses. Given the significance of this account, the District strives to maintain a minimum amount equal to 60 days of the District’s budgeted total operating expenses in this account. Per the FY 2019-20 board-approved budget, CLA can validate that the District has an operating expenses budget of \$26,157,867. As of October 31, 2019, the operating reserve account maintains a balance of \$4,359,644.50, which satisfies the requirements of the District’s reserve policy.

**Emergency Account** – The emergency account may be utilized to purchase water at any time or to begin repair of the water system after a catastrophic event. Therefore, a minimum target level equal to 1% of net capital assets of the District’s water system has been established to enable the district to manage emergency situations. Per October 31, 2019 general ledger detail reporting provided by the District’s accounting staff, CLA was able to confirm that the District’s net assets total \$128,019,773.11. Per phone correspondence with the District’s interim Chief Financial Officer, the Water Participation Rights (\$9,645,865.20) and the Amortization of the Water Participation Rights (\$-2,572,230.72) are not included in the District’s net assets calculation. As of October 31, 2019, the emergency account represents a balance of \$1,280,197.73 or 1% of total net assets, allowing the District to meet its requirements for the reserve policy.

**Water Banking Account** – The District’s reserve policy states “The District will strive to maintain a minimum level equal to the cost of 1,000 acre-feet of water and a maximum amount equal to the cost of 10,000 acre-feet of water.” Per an invoice from the San Bernardino Valley Municipal Water District, CLA can confirm that the District currently pays \$125 per acre-feet of water. By maintaining a balance of \$125,000 in its Water Banking Account, the District is in adherence with its reserve policy.

**Self-Insurance Reserve** – As indicated in the minutes from the April 5, 2018 board meeting, the District’s board of directors approved \$5,000,000 in funds for employee liability claims. Per e-mail correspondence with the District’s interim Chief Financial Officer, dated July 3, 2019, there has not been any updates to the self-insurance reserve policy, however, the District is currently evaluating other self-insurance policy options.

CLA reviewed the Treasurer’s report for clerical accuracy and recalculated the total Unrestricted Reserves balance to ensure the totals agreed with the October 2019 Treasurer’s Report. The Treasurer’s Report indicates that West Valley Water District’s total cash, investment and reserve balances as of October 31, 2019 total \$61,252,864.73. In its assessment of the District’s accounts, CLA can confirm the balances indicated on the Treasurer’s Report appear accurate.

## West Valley Water District Investment Memo – October 2019

**Note:**

All significant assumptions, methodologies and analyzed amounts were discussed with and agreed to by the District's accounting staff. From this conversation, we believe the District's accounting staff has the requisite knowledge and understanding of the processes/analyses prepared by CLA as not to impair our independence.

**Total Fund Balance**

When comparing the District's total fund balances month-over-month between September (\$61,314,580.56) and October (\$61,252,864.73), CLA found the \$61,715.83 decreased fund balance was largely due to a few factors. First, the District saw a month-over-month increase in its investment holdings between September and October of \$221,285.35. However, the increases to the investment accounts were negated by the District's auto and general liability insurance payment of \$215,000 along with normal checking and investment account activity for the month ending October 31, 2019 which created the \$61,715.83 decreased fund balance when comparing October against September.

**U.S. Bank Chandler Custodial Account**

**Cash/Money Market** - Per Section 9.11 of the District's investment policy, "The company shall have met either one of the following criteria: 1) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs "Nationally Recognized Statistical Rating Organization" or 2) retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years of experience managing money market mutual funds with assets under management in excess of five hundred million dollars." Based on Chandler Asset Management's reconciliation summary for the period ending October 31, 2019, CLA was able to confirm that the District's cash and money-market securities were in accordance with the investment policy. CLA also conducted a review of the District's cash and money-market securities and found that all of the District's holdings were in alignment with the requirements set forth in the investment policy.

In addition to ensuring that the District's money market funds attained the highest ranking provided by more than one NRSRO, the District also met the requirements outlined in Section 9.11 of the investment policy through its established relationship with Chandler Asset Management. With total assets under management of over \$13.5 billion and a portfolio manager with over five years of experience in managing money market mutual funds, Chandler Asset Management exceeds the aforementioned requirements of the District's policy.

Per the investment policy, the maximum percentage of District investments in money market funds is capped at 20%. Similarly, the allowable mutual fund and money market account instruments per California government code (Sections 53601(I) and 53601.6(b)) for local government entities are also capped at 20%. The District's money market balance percentage as of October 31, 2019 is 0.11%. Therefore, the District is in compliance with both the investment policy and California governmental code.

**United States Treasury Issues** – Per Section 9.1 of the investment policy, "there's no limitation as to the percentage of the portfolio that may be invested in this category, however, maximum investment maturities are limited to up to five years." Based on CLA's analysis, the purchase dates for all United States treasury issues fall within the five-year framework established in the investment policy.

## West Valley Water District Investment Memo – October 2019

The District's investment policy is in uniformity with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(b)). These guidelines do not establish a maximum specified percentage of the District's investment portfolio for United States Treasury Obligations. The State of California's guidelines do, however, establish that maximum investment maturities for United States Treasury Obligations are limited to five years. As of October 31, 2019, 4.9% of the District's total portfolio is invested in United States Treasury Issues. With no maximum percentage established for United States Treasury Issues, the District is in conformity with the investment policy and the State of California's Local Agency Investment Guidelines.

**Medium-Term Notes** – Section 9.10 of the District's investment policy states "purchases are limited to securities that have a long-term debt rating of at least the "A" category, or its equivalent, by a NRSRO." The investment policy also states that medium-term notes should have a "maximum remaining maturity of five years or less". All instruments categorized as medium-term notes in the District's portfolio are in compliance with Section 9.10 of the investment policy, as each security has a satisfactory long-term debt rating and the investment matures within the five-year time frame as dictated in the policy. Based on CLA's analysis, the purchase dates for all medium-term notes fall within the five-year framework established in the investment policy.

Per Section 9.10 of the investment policy, the maximum percentage of investments in medium short-term notes is 30% of the portfolio.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(k)) regarding medium-term notes. These guidelines establish a maximum specified percentage of the District's investment portfolio for medium-term notes at 30%. The State of California's guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Medium-term notes constitute 5.1% of the District's total investment balance as of October 31, 2019. Therefore, the District is in compliance with both the investment policy and the State of California's standards.

**Federal Agency Obligations** – Per Section 9.5 of the District's investment policy, "there is no limitation as to the percentage of the portfolio that may be invested in this category, however, purchases of callable Federal Agency obligations are limited to a maximum of 30 percent of the portfolio." Although the policy does not explicitly list the bond rating requirements for federal agency obligations, all of the District's current federal agency holdings are rated AAA by multiple NRSRO's as of October 31, 2019.

While the District's investment policy caps federal agency obligations at 30 percent of the investment portfolio, the State of California's Local Agency Investment Guidelines have not established a maximum specified percentage for investments in federal agency obligations (Government Code Section 53601(f)). However, these guidelines are in accordance with the District's investment policy which state maximum investment maturities for federal agency obligations are limited to five years.

The maximum percentage of the District's investments in federal agency obligations is 30% of the portfolio. Federal agency obligations represent 9.9% of the District's total investment balance as of October 31, 2019. Therefore, the District is in accordance with both its investment policy as well as the guidelines set-forth by the State of California.

### **Local Agency Investment Fund (LAIF)**

The State of California, Local Agency Investment Fund (LAIF) processes a same-day transaction if notified by 10:00 am. This ability satisfies the investment requirement of 24-hour liquidity as stipulated in the investment policy for the District.

Per Section 9.2 of the District's investment policy, the maximum percentage of investments in the State of California, Local Agency Investment Fund is unlimited.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 16429.1) concerning the Local Agency Investment Fund. These guidelines establish no maximum specified percentage of the District's investment portfolio while also dictating no maximum maturity date for LAIF investments.

Per the Standard and Poor's, California's Current Credit Rating is AA-, identifying the credit quality of the fund's portfolio performance as strong.

The District's LAIF balance increased by \$100,332.25 in October due to the quarterly earned interest.

As of the period ending October 31, 2019, the District's Local Agency Investment Fund balance represents 26.8% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy as well as the standards of the Local Agency Investment Guidelines.

Based on the LAIF performance report for the month-ending October 31, 2019, LAIF investments had a net-yield of 2.190%. Regarding portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 52.02%
- Agencies- 16.88%
- Certificates of Deposit/Bank Notes- 17.65%
- Commercial Paper- 7.27%
- Time Deposits- 5.29%
- Loans- 0.86%

On March 20, 2019, the District received a \$3 million dollar settlement as part of a larger association of local water districts and municipalities, from the San Gabriel Valley Water Company, Fontana Union Water Company and the San Gabriel California Corporation. Per the settlement agreement, "West Valley and the non-settling plaintiffs separately asserted six claims alleging breach of contract and other claims arising from the 1961 Decree." The 1961 Decree governs groundwater pumping from a portion of the Rialto-Colton Basin. The claims also concern the defendants (Fontana Parties) pumping from a portion of the Rialto-Colton Basin that is outside the Rialto Basin as defined by the 1961 Decree. The San Bernardino Basin Area and most but not all of the Rialto-Colton Basin are located within the service area of the Valley District and this violation served as the basis of the settlement.

The settlement check was received and deposited into the District's General Government Checking bank account and the District's board approved the transfer of the \$3 million dollars in settlement funds to the District's LAIF account on April 4, 2019. While these funds have been earmarked for Capital Improvement Projects, the District has yet to allocate these funds to any specific project and the District

## West Valley Water District Investment Memo – October 2019

will house all settlement funding in the LAIF account until board approval is received for the allocation of these funds.

### **The Investment Trust of California (CalTRUST)**

The District maintains investments in the CalTRUST Short-Term and CalTRUST Medium-Term Funds. For the month ending October 31, 2019 the Net Asset Value per share was \$10.05 (\$15,472,072.94 book value) for CalTRUST Short-Term Fund investments and \$10.11 (\$10,590,034.51 book value) for CalTRUST Medium-Term Fund investments. Per the latest S&P Global Rating Pool Profile for the quarter-ending September 30, 2019, the credit rating for the Short-Term Fund is AAF/S1+, identifying the credit quality of the fund's portfolio performance as very strong. Per the most recent S&P Global Rating Pool Profile for the quarter-ending September 30, 2019, the credit rating for the Medium-Term Fund is AA-f/S1, identifying the credit quality of the fund's portfolio performance as strong.

Section 9.3 of the District's investment policy states "no limit will be placed on the percentage total in this category." The State of California also fails to establish a maximum percentage total for investment trusts per Government Code Section 16340. As of the period ending October 31, 2019, the District's CalTRUST investment balance represents roughly 42.5% of the District's entire portfolio. Therefore, the District is in compliance with the investment policy and the standards set-forth by the State of California as it relates to CalTRUST securities.

### **Bank Deposits**

Based on the District's investment policy, "Securities placed in a collateral pool must provide coverage for at least 100 percent of all deposits that are placed in that institution." As of October 31, 2019, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, with the exception of the Chase General Governmental Checking and UTC Routine Checking accounts. The Chase General Governmental Checking account maintains funds for operational purposes and normally carries a balance of at least \$1.5 million dollars which represents funding for one payroll and one accounts payable check run. In CLA's comparison between the District's general checking account balances for September 2019 (\$6,001,640.85) and October 2019 (\$5,719,008.77), per the District's accounting staff, the decrease in the October 2019 checking account balance of \$282,632.08 was largely due to the District's auto and general liability insurance payment of roughly \$215,000.

The UTC Routine Checking account does not normally exceed the FDIC limit on a monthly basis, however, the quarterly deposit from United Technologies Corporation for \$286,128.75 was recorded in this account near the middle of September 2019. UTC deposits recorded to this account are normally transferred to the governmental checking account within five business days of the deposit with board approval. However, the District was still awaiting board approval for this transfer as of the completion of the October 2019 Treasurer's Report. This balance should fall below the FDIC limitations once the District's accounting team receives board approval to record the transfer to the governmental checking account.

In analyzing the accounting for the District's cash drawers (\$3,600) and petty cash (\$700), per the District's accounting staff, the District's cash drawers are reconciled on a daily basis. Each drawer is counted by the customer service representative responsible for the drawer and a secondary count is performed by the customer service lead or supervisor prior to the funds being relinquished to the



## West Valley Water District Investment Memo – October 2019

District's armored security provider, Gaurda, for deposit on a daily basis. Cash deposits are reconciled daily by the District's accounting department. Petty cash is normally reconciled by the accounting department on a monthly basis, however, no reconciliation was completed for October 2019. The District has provided a formalized cash drawer reconciliation for October where they confirm the total amount of cash drawers issued to employees with no variance and the supervisor signs-off on the last working day of the month.

Section 9.12 of the investment policy asserts that "there is no limit on the percentage of the portfolio that may be invested in bank deposits." Similarly, the State of California's Government Code for Allowable Investment Instruments fails to dictate any portfolio standards for general bank deposit accounts. Although no maximum has been established for amounts invested in bank deposits by the investment policy or the State of California, CLA can verify that as of October 31, 2019 the District had 9.9% of its portfolio invested in bank deposit accounts.

**Supranationals**

Supranationals are explicitly defined in Section 9.14 of the investment policy as "US dollar-denominated senior unsecured unsubordinated obligations or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank". Securities listed as supranationals must be rated in the AA category or higher by a NRSRO and no more than 30% of the District's portfolio may be invested in these securities with a maximum maturity of five years.

The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(q)) regarding supranationals. These guidelines establish a maximum specified percentage of the District's investment portfolio for supranationals at 30%. The State of California's guidelines also establish that maximum investment maturities for suprnationals should be five years or less.

As of October 31, 2019, the District's investments in two securities categorized as supranationals was roughly 0.8% of the total portfolio and both securities maintained a maturity date of less than five years from the original purchase date. CLA can confirm that the District's supranational investments meet the standards of both the investment policy and the State of California.

West Valley Water District  
 Bond Analysis  
 October 31, 2019

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 10/31/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
F N M A - 3135G0W66	250,135.00	Aaa	Yes	4/10/2018	8/15/2019	1.3
FFCB Note 3133EKZK5	250,765.00	Aaa	Yes	4/16/2018	10/21/2019	1.5
Federal Farm Credit Bks - 3133EJLU1	250,510.00	Aaa	Yes	4/20/2018	1/24/2020	1.7
Federal Home Loan Bks - 313378J77	250,247.50	Aaa	Yes	4/9/2018	3/13/2020	1.9
Federal Home Loan Bks - 313383HU8	250,287.50	Aaa	Yes	4/13/2018	6/12/2020	2.1
Federal Home Loan Bks - 3130AD4X7	250,722.50	Aaa	Yes	4/11/2018	1/31/2021	2.8
FFCB Note 3133EKNX0	256,642.50	Aaa	Yes	4/26/2018	2/12/2021	2.8
F N M A - 3135G0Q89	249,087.50	Aaa	Yes	4/18/2018	10/7/2021	3.4
Federal Home Loan Bks - 313376C94	255,542.50	Aaa	Yes	4/11/2018	12/10/2021	3.6
F N M A - 3135G0S38	252,325.00	Aaa	Yes	4/11/2018	1/5/2022	3.7
Federal Home Loan Bks - 313378WG2	255,327.50	Aaa	Yes	4/9/2018	3/11/2022	3.9
F N M A - 3135G0T45	251,830.00	Aaa	Yes	4/26/2018	4/5/2022	3.9
Federal Home Loan Bks - 3130ADRG9	259,542.50	Aaa	Yes	5/9/2018	3/10/2023	4.8
F H L M C - 3137EAEN5	260,545.00	Aaa	Yes	8/7/2018	6/19/2023	4.8
F N M A - 3135G0U43	246,477.40	Aaa	Yes	9/12/2018	9/12/2023	4.9
F N M A - 3135G0T94	256,412.50	Aaa	Yes	10/4/2018	1/19/2023	4.2
Federal Home Loan Bks - 313383Y14	266,435.00	Aaa	Yes	11/29/2018	9/8/2023	4.7
Federal Home Loan Bks - 3130A0F70	257,013.60	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130A0XE5	267,577.50	Aaa	Yes	3/1/2019	3/8/2024	5.0
Federal Home Loan Bks - 3130AB3H7	196,469.50	Aaa	Yes	3/1/2019	3/8/2024	5.0
FFCB- 3133EKP75	250,320.00	Aaa	Yes	6/25/2019	6/3/2024	4.9
Federal Home Loan Bks - 3130A1XJ2	264,285.00	Aaa	Yes	6/12/2019	6/14/2024	4.9
F N M A - 3135G0V75	251,899.00	Aaa	Yes	7/8/2019	7/2/2024	4.9
Federal Home Loan Bks - 3133EJCE7	251,990.00	Aaa	Yes	6/12/2019	6/14/2024	4.9
<b>Total Federal Agency Obligations</b>	<b>6,052,389.50</b>					

Money Market						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 10/31/19	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
First American Government Oblig Fd - 31846V203	65,429.59	Aaa	Yes	Various	N/A	0.0
<b>Total Money Market</b>	<b>65,429.59</b>					

Supranational						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 10/31/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
International Bank M T N - 459058DY6	250,002.50	Aaa	Yes	5/11/2018	2/10/2022	3.7
Inter American Devel Bk - 4581XOCZ9	251,215.00	Aaa	Yes	5/10/2018	9/14/2022	4.3
<b>Total Supranational</b>	<b>501,217.50</b>					

U.S. Corporate						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 10/31/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
HSBC USA Inc - 40428HPV8	176,233.75	A2	Yes	5/2/2018	8/7/2020	2.2
Ace Ina Holdings - 00440EAT4	150,465.00	A3	Yes	4/12/2018	11/3/2020	2.5
Bank of NY Mellon Corp - 06406FAA1	192,745.74	A1	Yes	4/9/2018	4/15/2021	3.0
General Dynamics Corp - 369550BE7	86,548.70	A2	Yes	5/8/2018	5/11/2021	3.0
State Street Corp - 857477AV5	150,231.00	A1	Yes	4/9/2018	5/19/2021	3.1
Paccar Financial Corp - 69371RN44	149,674.50	A1	Yes	4/10/2018	8/11/2021	3.3
American Honda Finance - 02665WBG5	150,593.81	A2	Yes	4/9/2018	9/9/2021	3.4
John Deere Capital Corp - 24422ETL3	152,724.00	A2	Yes	4/9/2018	1/6/2022	3.7
Praxair Inc - 74005PBA1	151,912.50	A2	Yes	4/13/2018	2/15/2022	3.8
US Bancorp - 91159HHC7	153,834.00	A1	Yes	4/12/2018	3/15/2022	3.9
Pnc Bank NA - 69353RFE3	253,400.00	A2	Yes	5/9/2018	7/28/2022	4.2
Oracle Corp - 68389XAP0	127,273.75	A1	Yes	6/27/2018	10/15/2022	4.2
Charles Schwab Corp - 808513AT2	153,067.50	A2	Yes	6/8/2018	1/25/2023	4.6
IBM Credit Corp - 44932HAH6	154,651.50	A2	Yes	5/9/2018	2/6/2023	4.7
Berkshire Hathaway Inc. - 084670BR8	154,507.50	Aa2	Yes	5/9/2018	3/15/2023	4.8
Walmart Inc - 931142EK5	158,488.50	Aa2	Yes	6/26/2018	6/26/2023	4.9
Apple Inc - 037833AK6	152,679.00	Aa1	No	5/3/2019	5/3/2023	3.9
Boeing Co - 097023BQ7	148,719.00	A2	Yes	2/1/2019	6/15/2023	4.3
Visa Inc Callable Note Cont 92826CAC6	154,492.50	Aa3	Yes	12/13/2018	10/14/2022	3.8
Bank of America - 06051GHF9	130,186.25	A2	Yes	2/1/2019	6/15/2023	4.3
<b>Total U.S. Corporate</b>	<b>3,102,428.50</b>					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 10/31/19	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 9128283N8	250,022.50	Aaa	Yes	4/16/2018	12/31/2019	1.7
U.S. Treasury Note - 912828K58	249,707.50	Aaa	Yes	4/11/2018	4/30/2020	2.0
U.S. Treasury Note - 912828XE5	249,806.00	Aaa	Yes	4/13/2018	5/31/2020	2.1
U.S. Treasury Note - 912828VZ0	250,840.00	Aaa	Yes	4/11/2018	9/30/2020	2.4
U.S. Treasury Note - 912828N89	249,335.00	Aaa	Yes	4/10/2018	1/31/2021	2.8
U.S. Treasury Note - 912828V80	257,362.50	Aaa	Yes	4/12/2018	3/15/2021	2.9
U.S. Treasury Note - 912828S76	248,067.50	Aaa	Yes	5/9/2018	7/31/2021	3.2
U.S. Treasury Note - 912828G53	251,747.50	Aaa	Yes	5/9/2018	11/30/2021	3.5
U.S. Treasury Note - 912828XW5	251,552.50	Aaa	Yes	5/9/2018	6/30/2022	4.1
U.S. Treasury Note - 912828XL24	252,490.00	Aaa	No	5/9/2018	8/31/2022	4.3
U.S. Treasury Note - 912828M80	253,545.00	Aaa	Yes	5/9/2018	11/30/2022	4.5
U.S. Treasury Note - 912828X70	255,010.00	Aaa	No	9/6/2019	4/30/2024	4.3
<b>Total U.S. Government</b>	<b>3,019,486.00</b>					

October 2019 Bond Total per Treasurer's Report 12,740,951.09  
 Total Per October 2019 Chandler Statement 12,740,951.09  
 Variance -

West Valley Water District  
Investment Policy Analysis  
October 31, 2019

U.S. Bank - Chandler Asset Management		
Money Market	65,429.59	A
Commercial Paper	-	A
Federal Agency Obligations	6,052,389.50	A
U.S. Government	3,019,486.00	A
Corporate Bonds	3,102,428.50	A
Supranational	501,217.50	A
Negotiable CD	-	A
<b>Total U.S. Bank - Chandler Asset Management Funds</b>	<b>12,740,951.09</b>	

Checking and Savings		
Bank of Hope	-	B
Chase-1653 (Operating Account)	5,719,008.77	B
Chase-1368	289,183.60	B
Chase-1392	48,636.50	B
Chase-5993 (Rebate Account)	-	B
<b>Total Checking and Savings</b>	<b>6,056,828.87</b>	

CalTRUST Short Term Fund	15,472,072.94	A
CalTRUST Medium Term Fund	10,590,034.51	A
LAIF	16,388,529.16	A
District Cash Drawers	4,300.00	C
2016A Bond - Principal & Payment Funds	147.84	B
2016A Bond - Interest Fund	0.32	B
<b>Total October 31, 2019 District Funds</b>	<b>61,252,864.73</b>	

The balances indicated above are as of October 31, 2019

Balances verified with monthly investment statements provided by client **A**  
Balances verified with monthly bank statements provided by client **B**  
Balances verified with monthly reconciliations provided by client **C**

The purpose of this report is to calculate the asset class percentage in comparison with the maximum portfolio percentage allowed by the district's investment policy

Based on our review of the asset classes as of 10/31/2019, West Valley Water District is in compliance with its investment policy

Security Type	Maximum per Investment Policy	Balance
Commercial Paper	25%	-
Federal Agency Obligations	30%	6,052,389.50
U.S. Government	No Limit	3,019,486.00
LAIF	No Limit	16,388,529.16
CalTRUST	No Limit	26,062,107.45
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	3,102,428.50
Money Market	20%	65,429.59
Bank Deposits	No Limit	6,061,128.87
Supranational	30%	501,217.50
		61,252,716.57
<b>Funds Excluded from Policy</b>	2016A	148.16
<b>Total October 31, 2019 District Funds</b>		<b>61,252,864.73</b>

Asset Class	October 2019 (% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.0%	25%
Federal Agency Obligations	9.9%	30%
U.S. Government	4.9%	No Limit
LAIF	26.8%	No Limit
CalTRUST	42.5%	No Limit
Negotiable CD	0.0%	30%
Medium Term Notes (Corporate Bonds)	5.1%	30%
Money Market	0.11%	20%
Bank Deposits	9.9%	No Limit
Supranational	0.8%	30%



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** CONSIDER WATER SYSTEM INFRASTRUCTURE INSTALLATION  
 AND CONVEYANCE AGREEMENT WITH MV AMCV, LLC FOR  
 ARROWHEAD MEADOWS TRACT NO. 18827

---

**BACKGROUND:**

MV AMCV, LLC. (“Developer”) is the owner of land located south of San Bernardino Avenue between Spruce Avenue and Idyllwild Avenue in the City of Rialto, known as Tract No. 18827, Arrowhead Meadows (“Development”), as shown in **Exhibit A**. The Development is a private community containing 30 residential lots requiring water services. In developing this land, the Developer is required to construct a new water main within the tract to allow for new domestic and irrigation connections.

**DISCUSSION:**

In order to construct the water facilities needed to supply water to the Development, West Valley Water District (“District”) and the Developer wish to enter into a Developer-Installed Water System Infrastructure Installation and Conveyance Agreement (“Agreement”). This Agreement outlines the responsibilities of the Developer in constructing facilities, including insurance, indemnification and bonding requirements as well as conveyance and acceptance of the water system by the District. Attached as **Exhibit B** is a copy of the Water System Infrastructure Installation and Conveyance Agreement for this development.

**FISCAL IMPACT:**

No fiscal impact to the District.

**STAFF RECOMMENDATION:**

It is recommended that the Board of Directors approve the Water System Infrastructure Installation and Conveyance Agreement with MV AMCV, LLC.

Respectfully Submitted,



---

Clarence Mansell Jr, General Manager

DG:ce

**ATTACHMENT(S):**

1. Exhibit A - Aerial Map
2. Exhibit B - Water System Infrastructure Installation and Conveyance Agreement with MV AMCV, LLC

**MEETING HISTORY:**

02/12/20      Engineering and Planning Committee REFERRED TO BOARD

# EXHIBIT A



SAN BERNARDINO AVE

IDYLLWILD AVE

SPRUCE AVE

PROJECT AREA



### Exhibit A

### Tract 18827 – Arrowhead Meadows



# EXHIBIT B

## WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT

This water system infrastructure installation and conveyance agreement (“Agreement”) is entered into and effective as of \_\_\_\_\_ by and between **MV AMCV, LLC** (“Developer”), and **WEST VALLEY WATER DISTRICT** (“District”) who agree as follows:

The Developer is the owner of certain land described as **TRACT 18827** and as more fully (or further) shown on Exhibit "A". In developing this land, the Developer is desirous of obtaining a public water supply adequate for domestic uses and public fire protection purposes and is desirous of integrating that water system into the District’s public water system.

In order to provide facilities for a water supply to said land, it is the intention of the parties to this Agreement that the Developer shall furnish and install those water mains, fire hydrants, service laterals, water meters and valves, valve boxes, and all other appurtenant fittings and facilities required for a complete water system to serve the land shown on Exhibit "A".

In order to implement the foregoing and in consideration of the terms and conditions herein contained, the parties further agree as follows:

### 1. DESIGN

1.1. Developer shall design and construct, at the Developer's own expense, the water facilities and appurtenances required to serve the development in accordance with final District approved plans known as **WATER IMPROVEMENT PLANS FOR ARROWHEAD MEADOWS TRACT NO. 18827**, as approved and attached herein as Exhibit "B" and in accordance with District-approved design standards and specifications, and the terms and conditions of this Agreement.

1.2. The water system design shall be by a Professional Engineer registered in the State of California, and in accordance with the District's most recent Rules and Regulations (the “Rules and Regulations”), the District's Standards for Domestic Water Facilities and Standard Drawings herein included by reference, all applicable District ordinances and policies and all City, County of San Bernardino, State of California, and Federal laws, ordinances, rules, regulations, codes and other legal requirements of all government bodies having jurisdiction over said construction and property (all of the foregoing requirements in this paragraph being collectively referred to herein at times as “Legal Requirements”).

1.3. The District, at Developer's expense, shall review Developer's plans for the purpose of ensuring the adequacy of the design and conformance with the District's standards and specifications. The District reserves the right to add, delete, modify, change or amend any or all the plans and specifications.

1.4. In the event that the property to be developed includes multiple residential, condominiums, commercial or industrial uses, all site plans, grading plans, and any available plumbing plot plans shall be furnished to the District by Developer.

1.5. The District makes no warranties as to the correctness, accuracy or completeness of the plans and specifications. The accuracy, adequacy, suitability, and correctness of the water system design shall be the sole responsibility of the Developer.

## **2. CONSTRUCTION**

2.1. Developer shall perform, or caused to be performed, all construction of the water system infrastructure installation pursuant to the approved water system plans, and all Legal Requirements.

2.2. The performance of this Agreement shall commence within ninety (90) calendar days from the date of this Agreement and shall be completed within one (1) year from the estimated construction start date.

2.3. Time is of the essence in this Agreement; provided that, in the event good cause is shown therefore, the general manager of the District ("General Manager") may extend the time for completion of the water system installation. Any such extension may be granted without the notice to Developer's surety, and extensions so granted shall not relieve the surety's liability on the bond to secure faithful performance of this Agreement. The General Manager shall be the sole and final judge as to whether or not good cause has been shown to entitle Developer to an extension.

2.4. The Developer and its contractor and subcontractors shall attend a preconstruction meeting with the District at the District's headquarters no less than five (5) working days prior to commencement of construction.

2.5. No work on water facilities shall commence prior to the completion of all required curbs and gutters.

## **3. LICENSES AND PERMITS**

3.1. Developer, and all of Developer's contractors and subcontractors warrants it possesses, or shall obtain, and maintain during the term of this Agreement any and all licenses, permits, qualifications, insurance and approval of whatever nature that are legally required of Developer, its contractors, and all subcontractors to practice its profession, skill or business.

3.2. The work to be performed under this Agreement, except meter installations, shall be performed by Developer, or a contractor or subcontractor who is pre-approved by the District and is licensed under the laws of the State of California in the specialty Class of "C-34" Pipeline or Class "A" General Engineering. A copy of the contract between Developer and the selected pre-approved contractor and all subcontractors shall be submitted to the District for review and approval.

3.3. Excavation/resurfacing permits shall be secured by Developer at Developer's expense. Permits/easements to install, maintain and operate water system facilities in private property shall be secured by Developer at Developer's own expense prior to construction.

3.4. Developer shall, at Developer's own expense, be responsible for obtaining and adhering to a National Pollution Discharge Elimination System (NPDES) permit from the Regional Water Quality Board as required for construction or pipeline flushing and disinfection.

#### 4. INSURANCE REQUIREMENTS

4.1. The following insurance requirements have been adopted by the District and shall be applicable to this Agreement. These requirements supersede the insurance requirements set forth in any other reference of the District, and to the extent of any conflict, the specified requirements herein shall prevail.

4.2. Developer shall ensure that Developer's contractors conform to the following insurance requirements and that all required documents are submitted to the District at the time of Agreement submittal: Developer shall ensure that its contractors and all subcontractors shall purchase and maintain insurance in amounts equal to the requirements set forth in (a) through (d) below, and shall not commence work under this Agreement until all insurance required under this heading is obtained in a form acceptable to the District, nor shall Developer allow any contractor or subcontractor to commence construction pursuant to a contract or subcontract until all insurance required of the contractor and any subcontractors has been obtained.

a. General Liability: Developer shall ensure that its contractor and all subcontractors shall maintain during the life of this Agreement, a standard form of either Comprehensive General Liability insurance or Commercial General Liability insurance ("General Liability Insurance") providing the following minimum limits of liability: Combined single limit of \$1.0 million per occurrence for bodily injury, including death, personal injury, and property damage with \$2.0 million minimum aggregate, separate for this project as evidenced by endorsement. The insurance shall include coverage for each of the following hazards: Premises-Operations; Owners and Contractors Protective; Broad Form Property Damage contractual for Specific Contract; Severability of Interest or Cross-Liability; XCU Hazards; and Personal Injury – With the "Employee" Exclusive Deleted.

b. Automotive/Vehicle Liability Insurance: Developer shall ensure that its contractor and all subcontractors shall maintain a policy of automotive/vehicle liability insurance on a commercial auto liability form covering owned, non-owned and hired automobiles providing the following minimum limits of liability: Combined single limit of liability of \$1.0 million per accident for Bodily Injury, Death and Property Damage ("Automotive/Vehicle Liability Insurance").

c. Workers' Compensation Insurance: Developer shall ensure that its contractor and all subcontractors shall provide such workers' compensation insurance with statutory minimum amounts of coverage, as required by the California *Labor Code* and other applicable law, and including employer's liability insurance with a minimum limit of \$1,000,000.00 ("Workers' Compensation Insurance"). Such Workers' Compensation Insurance shall be endorsed to provide for a waiver of subrogation against the District.

d. Excess Liability: Developer shall ensure that its contractor and all subcontractors shall provide a policy providing excess coverage in a face amount necessary when

combined with the primary insurance, to equal the minimum requirements for General Liability Insurance and Automotive/Vehicle Liability Insurance.

4.3. The insurances provided for in Section 4.2 and its subsections above are subject to all of the following conditions:

a. The insurance shall be issued and underwritten by insurance companies acceptable to the District, and shall be licensed by the State of California to do business on the lines of insurance specified. The insurers must also have an "A-" Policyholder's rating" and a "financial rating" of at least Class VII in accordance with the most current A.M. Best's Rating Guide.

b. Developer's contractor and subcontractors may satisfy the limit requirements in a single policy or multiple policies. Any such additional policies written as excess insurance shall not provide any less coverage than that provided by the first or primary policy.

c. Any costs associated with a self-insured program, deductibles, or premium rating programs that determine premium based on loss experience shall be for the account of Developer, Developer's contractor and subcontractors, and the District shall not be required to participate in any such loss. If any such programs exist, Developer, Developer's contractor and subcontractors, agree to protect and defend the District in the same manner as if such cost provisions were not applicable.

d. Developer shall ensure that its contractor and all subcontractors shall have presented at the time of execution of the Agreement, the original policies of insurance and a certificate of insurance naming the District as the certificate holder and that such coverage is in force and complies with the terms and conditions outlined herein.

e. If an insurance policy contains a general policy aggregate of less than the minimum limits specified, then the policy coverage shall be written with limits applicable solely to this Agreement, as specified, and shall not be reduced by or impaired by any other claims arising against Developer. These policy limits shall be set forth by separate endorsement to the policy.

4.4. Each such policy of General Liability Insurance and Automotive/Vehicle Liability Insurance shall contain endorsements providing the following:

a. The District, their board members, officers, agents, employees, consultants, and engineers, are hereby declared to be additional insureds under the terms of this policy, but only with respect to the operations of the Developer at or upon any of the premises of the District in connection with the Agreement with the District, or acts or omissions of the additional insureds in connection with, but limited to its general supervision or inspection of said operations and save for any claims arising from the sole negligence or sole willful misconduct the District.

b. No policy shall be canceled, limited, materially altered, or non-renewed by the insurer until thirty (30) days after receipt by the District of a written notice of such cancellation or reduction in coverage.

c. This insurance policy is primary insurance and no insurance held or owned by the designated additional insureds shall be called upon to cover a loss under this policy.

## 5. BONDING REQUIREMENTS

5.1. Developer shall generate an engineer's cost estimate based on the water system plans provided to the District. The estimated costs, attached herein as Exhibit "C", will be submitted to the District for review and approval, and shall be used as the basis for bonding requirements for the water system described in the plans provided to the District by the Developer and approved for construction by the District. The sole intent and purpose of the engineer's estimate is to establish a cost valuation for bonding purposes only.

5.2. Performance Bond: The Developer's engineers estimate for the **WATER IMPROVEMENT PLANS FOR ARROWHEAD MEADOWS TRACT NO. 18827**, is **THREE HUNDRED THOUSAND DOLLARS AND 00/100 (\$300,000.00)**. Developer shall and by this Agreement does guarantee the Developer's faithful performance of this Agreement and all of its terms and conditions by providing the following: Developer shall provide the District with either an irrevocable letter of credit from a recognized financial institution acceptable to the District or a performance bond, from a surety institution licensed by the State of California and authorized to do and doing business in said State, valid and renewable until such improvements are accepted by the District. The irrevocable letter of credit or performance bond shall be in the amount of **THREE HUNDRED THOUSAND DOLLARS AND 00/100 (\$300,000.00)**, equal to 100 percent of the approved Developer's estimate.

5.3. Warranty Bond: The Developer's pre-approved contractor shall furnish a two-year warranty bond for all work completed in accordance with the approved plans (Exhibit "B"). Before District's acceptance of the completed water facilities and appurtenances, such facilities and appurtenances shall be free from any and all liens and encumbrances and free from any and all defects in the materials or construction thereof. The two-year warranty shall be either an irrevocable letter of credit from a recognized financial institution acceptable to the District or a warranty bond beginning on the date of acceptance of the water facilities by the District.

## 6. MATERIALS

6.1. The water system facilities to be installed pursuant to this Agreement shall become an extension of the distribution system of the District. All materials used must conform to District specifications for such materials pursuant to all applicable Legal Requirements.

## 7. NOTICES

7.1. All notices herein required shall be in writing, and delivered in person or sent by registered mail, postage prepaid.

7.2. Notices required shall be given to the **District** addressed as follows:

WEST VALLEY WATER DISTRICT  
Attn: GENERAL MANAGER  
POST OFFICE BOX 920  
RIALTO, CA 92377

*RE: Water Improvement Plans for Arrowhead Meadows Tract No. 18827*

- 7.3. Notices required shall be given to **Developer** addressed as follows:

MV AMCV, LLC  
ATTENTION: STEVEN LANDIS  
8628 HILLSIDE RD.  
ALTA LOMA, CA 91701  
*RE: Water Improvement Plans for Arrowhead Meadows Tract No. 18827*

- 7.4. Notices required shall be given to **Surety** addressed as follows:

SURETY NAME:  
ATTN TO:  
ADDRESS  
*RE: Water Improvement Plans for Arrowhead Meadows Tract No. 18827*

7.5. Provided that any party or Surety may change such address by notice in writing to the other party, and thereafter, notices shall be addressed and transmitted to the new address.

7.6. The Developer or its contractor shall provide the District forty-eight (48) hours advance notice of request for inspection or testing.

- 7.7. The District is closed on the holidays listed in Exhibit "D".

## **8. NOTICE TO PROCEED TO CONSTRUCT WATER SYSTEM FACILITIES**

8.1. Upon acceptance of the insurance and aforementioned bonds and/or irrevocable letters of credit in the amounts provided herein and approval by the District and upon payment of all applicable charges, the Agreement shall be signed by Developer and the District. The District shall return an original copy of the signed Agreement with a letter to Developer giving notice to proceed to construct the water system facilities.

## **9. INSPECTION**

9.1. It is understood that the sole purpose and intent of the District's inspection and testing is to validate that the materials, workmanship, and construction of the water facilities are in compliance with the District-approved final plans, the District's Rules and Regulations, the Standards for Domestic Water Facilities, the Standard Drawings, and all other applicable District requirements. Developer acknowledges and represents that it assumes full and sole responsibility for the safety and management of the project.

9.2. Developer shall at all times maintain proper facilities and provide safe access for inspection by the District to all parts of the work and to the shops wherein the work is in preparation. Additionally, in connection with the performance of this Agreement, the District shall have the authority to enter the work site at any time for the purpose of identifying the existence of conditions, either actual or threatened, that may present a danger of hazard to any and all employees. Developer agrees that the District, in its sole authority and discretion, may order the immediate abatement of any and all conditions that may present an actual or threatened danger or hazard to any and all employees at the work site. Furthermore, Developer acknowledges the

provisions of California *Labor Code* Section 6400 et seq., which requires that employers shall furnish employment and a place of employment that is safe and healthful for all employees working therein. In the event the District identifies the existence of any condition that presents an actual or threatened danger or hazard to any or all employees at the work site, the District is hereby authorized to order an immediate abatement of that condition.

9.3. All work and materials shall be subject to inspection, testing, and acceptance by the District at Developer's expense. In the event Developer arranges to have materials fabricated for the project, Developer may be required to arrange for the District to inspect that material during fabrication at Developer's expense.

9.4. All material fabrications shall be preapproved by the District and must conform to District standards and specifications.

9.5. The District's inspectors shall have full, unlimited access to perform continuous inspection and have the authority to stop work at any time, by written notice, without any liability whatsoever to the District, if, in the inspectors' judgment, the work called for by this Agreement, or the District approved plans, or the specifications is not being installed or performed in a satisfactory and workmanlike manner according to District's standards and specifications and/or in the event the materials do not comply with the District's standards and specifications.

9.6. Final acceptance of all material to be purchased or fabricated by Developer under this Agreement shall be made only with the prior approval of the District. Approval by the District, however, shall not operate to relieve the material supplier or Developer of any guarantees, warranties, or the duty of compliance with any of the requirements of the approved plans and specifications or of this Agreement. All construction pursuant to this Agreement shall be inspected pursuant for conformity with District requirements. Developer shall pay actual costs for inspections.

## **10. TESTING AND DISINFECTION**

10.1. All water system facilities and components constructed pursuant to this Agreement shall adhere to all requirements for testing, disinfection, and flushing pursuant to District standards and Legal Requirements.

## **11. RELOCATIONS, RECONSTRUCTIONS, AND DAMAGES**

11.1. Developer accepts the responsibility for and the costs occasioned by any reconstruction, relocation, damages to, or changes of water services or facilities caused or contributed to directly or indirectly by any subsequent changes in the location of any of said facilities or water meters or water services.

## **12. AS-CONSTRUCTED DOCUMENTATION**

12.1. In order for the District to accept the facilities, Developer shall provide all required documentation as specified in the Standards for Domestic Water Facilities, including As-Built drawings.



### **13. INDEMNIFICATION**

13.1. Developer hereby agrees to and shall protect, defend, indemnify and hold the District and its board members, officers, agents, employees, and engineers free and harmless from any and all liability losses, damages, claims, liens, demands and cause of action of every kind and character including, but not limited to, the amounts of judgments, penalties, interests, court costs, attorney's/legal fees, and all other expenses incurred by the District arising in favor of any party, including claims, liens, debts, demands for lost wages or compensation, personal injuries, including employees or the District, death or damages to property (including property of the District) and without limitation by enumeration, all other claims or demands of every character occurring or in any way incident to, in connection with or arising directly or indirectly out of the obligations herein undertaken or out of the operations conducted by Developer save and except claims or litigation arising through the sole negligence or sole willful misconduct of the District or the District's agents and employees. Developer shall investigate, handle, respond to, provide defense for and defend any such claims, demand, or suit at the sole expense of Developer even if the claim or claims alleged are groundless, false or fraudulent. Developer agrees to, and shall defend the District and its members, directors, officers, agents, employees, and engineers from any suits or actions at law or in equity for damages caused, or alleged to have been caused, by reason of any of the aforesaid operations, provided as follows:

a. That the District does not and shall not waive any rights against Developer which it may have by reason of the aforesaid hold harmless agreement, because of the acceptance by the District, or the deposit with District by Developer, or any of the insurance policies described in this Agreement.

b. That the aforesaid hold harmless agreement by Developer shall apply to all damages and claims for damages of every kind suffered, or alleged to have been suffered, by reason of any or the aforesaid operations referred to in this subsection, regardless of whether or not District has prepared, supplied water system installation, or regardless of whether or not such insurance policies shall have been determined to be applicable to any such damages or claims for damages.

This provision is not intended to create any cause of action in favor of any third party against Developer or the District or to enlarge in any way Developer's liability but is intended solely to provide for indemnification of the District from liability for damage or injuries to third persons or property arising from Developer's performance hereunder.

13.2. Neither Developer nor any of Developer's agents, contractors or subcontractors are, or shall be, considered to be agents of the District in connection with the performance of Developer's obligations under this Agreement.

### **14. REPAIR OR RECONSTRUCTION OF DEFECTIVE WORK**

14.1. If, within a period of two years after final acceptance of the work performed under this Agreement, any structure or part of any structure furnished and/or installed or constructed, or caused to be installed or constructed by Developer, or any of the work done under this Agreement, fails to fulfill any of the requirement of this Agreement or the specifications referred to herein, Developer shall, without delay and without any cost to District, repair or replace or reconstruct

any defective or otherwise unsatisfactory part or parts of the work structure. Should Developer fail to act promptly or in accordance with this requirement, or should the exigencies of the situation as determined by the District in the exercise of its sole discretion require repair, replacement or reconstruction before Developer can be notified, District may, at its option, make the necessary repairs or replacements or perform the necessary work, and Developer shall pay to the District the actual cost of such repairs.

## **15. COSTS AND FEES**

15.1. Developer shall be responsible for all fees and deposits as required by the District. All fees and deposits shall be paid in full prior to the execution of this Agreement and before construction can take place.

15.2. Any additional costs and fees shall be paid in full prior to conveyance and acceptance of the water system.

## **16. CONVEYANCE AND ACCEPTANCE OF WATER SYSTEM**

16.1. Upon completion of the water system in accordance with the approved water plans and submission of the required documentation, the Developer shall convey the water system to the District.

16.2. The Developer shall be responsible for insuring the pre-approved contractor furnish an irrevocable letter of credit to the District or a warranty bond (One Hundred (100%) of Developer's estimate) for a period of two years as stated in Sections 5.3 of this Agreement, as-built drawings with contractor redlines and AutoCAD files, materials list with quantities, labor, equipment, and materials, water system cost breakouts, compaction test report signed and sealed by a California Registered Engineer, notice of completion filed with San Bernardino County Recorder, fire flow tests of all hydrants, all required easements for water facilities and unconditional financial release from subcontractors and material providers, Upon compliance with all the terms and conditions of this Agreement, the District shall prepare the conveyance agreement accepting the water facilities and forward same to the address provided herein. Title to the ownership of said facilities and appurtenances shall thereby be conveyed to the District. The District shall thereafter operate and maintain said facilities so as to furnish water service to the development (Exhibit "A") in accordance with the District's ordinances, policies and Rules and Regulations.

## **17. PERMANENT WATER SERVICE**

17.1. In no event shall permanent water services be provided to Developer's installed system until all applicable charges and fees have been paid by Developer and all facilities have been conveyed, free of all encumbrances, to the District, including any easements which may be required. Such conveyance shall occur in a timely manner in accordance with the terms of this Agreement.

## **18. BREACH OR DEFAULT OF AGREEMENT**

18.1. If Developer refuses or fails to obtain prosecution of the work, or any severable part thereof, with such diligence as will insure its completion within the time specified, or any extension thereof, or fails to obtain completion of said work within such time, or if Developer should be adjudged as bankrupt, or Developer should make a general assignment for the benefit of Developer's creditors, or if a receiver should be appointed in the event of Developer's insolvency, or if Developer, or any of Developer's contractors, subcontractors, agents or employees, should violate any of the provisions of this Agreement, the District's General Manager or the General Manager's designee may serve written notice upon Developer and Developer's surety of breach of this Agreement, or of any portion therefore, and default of Developer.

18.2. In the event of any such notice, Developer's surety shall have the duty to take over and complete the work and the improvement herein specified; provided, however, that if the surety, within five (5) days after the serving upon of such notice of breach, does not give the District written notice of its intention to take over the performance of the contract, and does not commence performance thereof within five (5) days after notice to the District of such election, District may take over the work and prosecute the same to completion, by contract or by any other method District may deem advisable, for the account and at the expense of Developer, and Developer's surety shall be liable to the District for any excess cost or damages occasioned District thereby; and, in such event, District, without liability for so doing, may take possession of, and utilize in completing the work, such materials, appliances, plant and other property belonging to Developer as may be on the site of the work and necessary therefore.

## **19. SUCCESSORS BOUND**

19.1. This Agreement shall be binding upon and inure to the benefit of each of the parties and their respective legal representatives, successors, heirs, and assigns.

## **20. ENFORCEMENT OF PROVISIONS**

20.1. The District's failure to enforce any provisions of this Agreement or the waiver thereof in any instance shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.

[CONTINUED ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto execute this Agreement.

**WEST VALLEY WATER DISTRICT**

By: \_\_\_\_\_  
Clarence C. Mansell, Jr., General Manager

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

**DEVELOPER:**

**MV AMCV, LLC**  
**A Limited Liability Company**

By: \_\_\_\_\_  
Steven Landis  
Authorized Agent

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

# Exhibit A



SAN BERNARDINO AVE

IDYLLWILD AVE

SPRUCE AVE

PROJECT AREA



### Exhibit A

### Tract 18827 – Arrowhead Meadows

# Exhibit B

**GENERAL CONSTRUCTION NOTES**

1. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH WEST VALLEY WATER DISTRICT'S STANDARDS FOR DOMESTIC WATER FACILITIES AS OF THE DATE OF PLAN APPROVAL.
2. THE CONTRACTOR SHALL ARRANGE FOR A PRE-CONSTRUCTION CONFERENCE WITH WEST VALLEY WATER DISTRICT AND THE ENGINEER AT LEAST ONE WEEK PRIOR TO BEGINNING CONSTRUCTION.
3. THE CONTRACTOR'S ATTENTION IS EXPRESSLY DIRECTED TO ALL THE REQUIREMENTS AND PROVISIONS OF THE STATE OF CALIFORNIA, SAFETY CODE, WHICH SHALL BE STRICTLY OBSERVED THROUGHOUT THE ENTIRE COURSE OF THE CONTRACT. SPECIAL EXCAVATION PERMIT SHALL BE REQUIRED FOR TRENCHES IN EXCESS OF 5.0 FEET IN DEPTH.
4. CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS DURING THE COURSE OF CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING AND HOLDING THE OWNER, THE ENGINEER, AND HIS REPRESENTATIVE HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR THE ENGINEER.
5. ANY CONTRACTOR PERFORMING WORK ON THIS PROJECT SHALL FAMILIARIZE HIMSELF WITH THE SITE AND SHALL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO EXISTING FACILITIES RESULTING DIRECTLY OR INDIRECTLY FROM THE OPERATIONS, WHETHER OR NOT SUCH FACILITIES ARE SHOWN ON THESE PLANS.
6. THE CONTRACTOR SHALL UNCOVER AND VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY LINES PRIOR TO EXCAVATING. THE CONTRACTOR SHALL MAKE APPROPRIATE ARRANGEMENTS FOR THE PROTECTION OF ALL UTILITIES. THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT AT 1-800-227-2800 PRIOR TO BEGINNING WORK.
7. THE CONTRACTOR SHALL DISPOSE OF ALL SURPLUS EXCAVATION OUTSIDE OF THE PROJECT AREA.
8. PIPE TRENCH SHALL BE EXCAVATED TRUE TO LINE AND GRADE IN ACCORDANCE WITH THE PLAN AND SPECIFICATIONS. ALL BACKFILL SHALL BE PLACED IN A MANNER SATISFACTORY TO THE ENGINEER AND IN ACCORDANCE WITH THE STANDARDS. MATERIAL FOR BACKFILL TO TWELVE (12) INCHES ABOVE THE PIPE SHALL BE GRANULAR MATERIAL WITH A MINIMUM SAND EQUIVALENT OF 30.
9. NO PRELINE SHALL BE INSTALLED ON FILL MATERIAL WITHOUT FIRST MEETING IN-PLACE DENSITY TESTS. COMPACTION IN INTERMEDIATE ZONE SHALL BE COMPACTED TO 90 % RELATIVE COMPACTION.
10. COMPACTION TESTS SHALL BE REQUIRED FOR ALL TRENCH BACKFILL AND/OR THE REQUIREMENTS OF ANY AGENCY HAVING JURISDICTION.
11. THE CONTRACTOR SHALL REPLACE IN KIND TO THE SATISFACTION OF THE ENGINEER ANY AND ALL UTILITIES, STRUCTURES, OR OTHER FACILITIES THAT ARE REMOVED OR DAMAGED OR INJURED IN CONNECTION WITH THIS PROJECT.
12. PIPE DELIVERED TO THE SITE SHALL BE PROTECTED BY THE CONTRACTOR FROM DUST OR OTHER CONTAMINATION PRIOR TO PLACING IN TRENCH AND SHALL BE INSTALLED IN ACCORDANCE WITH DISTRICT STANDARDS TO THE SATISFACTION OF THE DISTRICT'S INSPECTOR.
13. THE CONTRACTOR, AT THE END OF EACH DAY'S WORK, SHALL ENSURE THAT ALL OPENINGS INTO THE PIPELINE ARE SECURELY PLUGGED AND STOPPED SO THAT NO ANIMAL, FOWL OR RODENT CAN ENTER THE PIPELINE.
14. ALL WORK SHALL BE INSPECTED BY THE WEST VALLEY WATER DISTRICT OR ITS DULY AUTHORIZED AGENT. THE CONTRACTOR SHALL NOT PROCEED WITH ANY WORK UNTIL THE WORK HAS BEEN INSPECTED AND APPROVED. INSPECTION SHALL BE MADE OF THE FOLLOWING PHASES OF WORK:
  - TRENCHING, INSTALLATION OF PIPE VALVES, FITTINGS, VALVES, BACKFILL AND COMPACTION, LEAKAGE TESTING,
  - VAULTS AND VALVE BOXES RAISED TO GRADE,
  - PIPES FLUSHED AND FINAL INSPECTION.
15. THE CONTRACTOR SHALL GIVE AT LEAST 2 WORKING DAYS NOTICE WHEN INSPECTIONS OR ENGINEERING JUDGMENTS BECOME NECESSARY AS SET FORTH IN THE STANDARD SPECIFICATIONS.

**WATER NOTES**

1. PIPE 10" AND SMALLER SHALL BE CLASS 350 DUCTILE PIPE, OR CLASS 150, 10 GAUGE, CEMENT MORTAR LINED AND COATED STEEL PIPE. PIPE LARGER THAN 12" SHALL BE THICKNESS CLASS 50 DUCTILE IRON PIPE, OR CLASS 150, 10 GA. CEMENT MORTAR LINED AND COATED STEEL PIPE.
2. WATER SERVICE LATERALS SHALL BE TYPE K COPPER LINE, MINIMUM 1" DIAMETER, WITH 1" X 1" ANGLE VALVES HAVING LOCK WING. THERE SHALL BE A SEPARATE SERVICE FOR EACH LOT BEING SERVED. ALL SERVICE VALVES SHALL BE 360° TURN (LESS STOP).
3. ALL WATER SERVICE LATERALS SHALL BE INSTALLED AT THE SAME TIME AS MAIN LINE. NO SPLICE SHALL BE ALLOWED ON COPPER SERVICE LATERAL LINE.
4. WATER SERVICE LATERALS SHALL BE TERMINATED 12" BEHIND REAR OF CURB, OR 12" BEHIND SIDEWALK AND SHALL BE INSTALLED IN ACCORDANCE WITH DISTRICT'S STANDARD DRAWINGS.
5. FIRE HYDRANTS SHALL BE 6" X 4" X 2-1/2" CLOW MODEL #60 OR EQUAL, PAINTED PER SPECIFICATION WITH YELLOW FINISH COLOR. THE 4" OUTLET SHALL BE PERPENDICULAR TO THE CURB OR FUTURE CURB.
6. DEPTH OF COVER FOR WATER SERVICE LATERALS SHALL BE 30" MINIMUM, FOR WATER MAIN 10" AND SMALLER SHALL BE 36" MINIMUM, FOR WATER MAIN 12" AND LARGER SHALL BE 42" MINIMUM OR AS SPECIFIED ON PLANS. ALL MEASUREMENTS FROM FINISH GRADE.
7. CONCRETE THRUST BLOCKS SHALL BE INSTALLED AT ALL PIPE BENDS (WHERE PIPE CHANGES IN DIRECTION MORE THAN 10°) AND FITTINGS, IN ACCORDANCE WITH DISTRICT'S STANDARD DRAWINGS.
8. AN AIR RELEASE VALVE SHALL BE INSTALLED AT EVERY HIGH POINT IN THE SYSTEM. BOTTOM-OFF ASSEMBLY SHALL BE INSTALLED AT EVERY LOW POINT IN THE SYSTEM.
9. A VALVE BOX AND COVER SHALL BE INSTALLED AT EACH VALVE WHICH IS SET IN THE GROUND. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SETTING VALVE BOXES TO GRADE AFTER FINAL GRADING OR PAVING OPERATION.
10. VALVES 12-INCHES AND LARGER SHALL BE OF BUTTERFLY VALVES. VALVES 10-INCH AND SMALLER SHALL BE OF WEDGE GATE VALVES. VALVES SHALL BE RATED FOR 150 P.S.I. OPERATION PRESSURE AND SHALL HAVE FLANGED ENDS. SPECIAL FLANGE ADAPTOR SHALL BE FINISHED FOR CONNECTING VALVES TO PIPE AND PIPE FITTING.
11. ALL NEW WATER FACILITIES IMPROVEMENTS SHALL BE TESTED AND DISINFECTED PRIOR TO CONNECTING TO EXISTING WATER SYSTEM, PER AMWA 6801. CONTRACTOR SHALL FURNISH AND INSTALL TEMPORARY BULKHEADS AS REQUIRED FOR PRESSURE TESTING.
12. WATER SERVICE IS SUBJECT TO THE CURRENT DISTRICT'S RULES AND REGULATIONS AND ANY AMENDMENTS THEREOF.
13. IF CONSTRUCTION HAS NOT COMMENCED WITHIN TWO (2) YEARS OF THE PROJECT APPROVAL DATE, THIS PLAN SHALL BE RESUBMITTED TO THE DISTRICT FOR REVIEW AND APPROVAL.
14. CONSTRUCTION TO BE IN ACCORDANCE WITH THE WEST VALLEY WATER DISTRICT STANDARDS FOR DOMESTIC WATER FACILITIES.
15. WATERLINES TO BE CONSTRUCTED ONLY AFTER THE CONSTRUCTION OF CONCRETE CURB & GUTTER.
16. CONTRACTOR TO FURNISH 2-YEAR WARRANTY BOND FOR ALL WATER FACILITIES INSTALLED WITH THIS PLAN.

**OWNER/DEVELOPER:**

MY AMCO, LLC  
8028 TULOCK ROAD  
SAN JUAN, CA 91701  
(951) 231-7206

**CIVIL ENGINEER:**

ALLARD ENGINEERING  
16866 SEVILLE AVENUE  
FONTANA, CA 92335  
(909) 356-1815

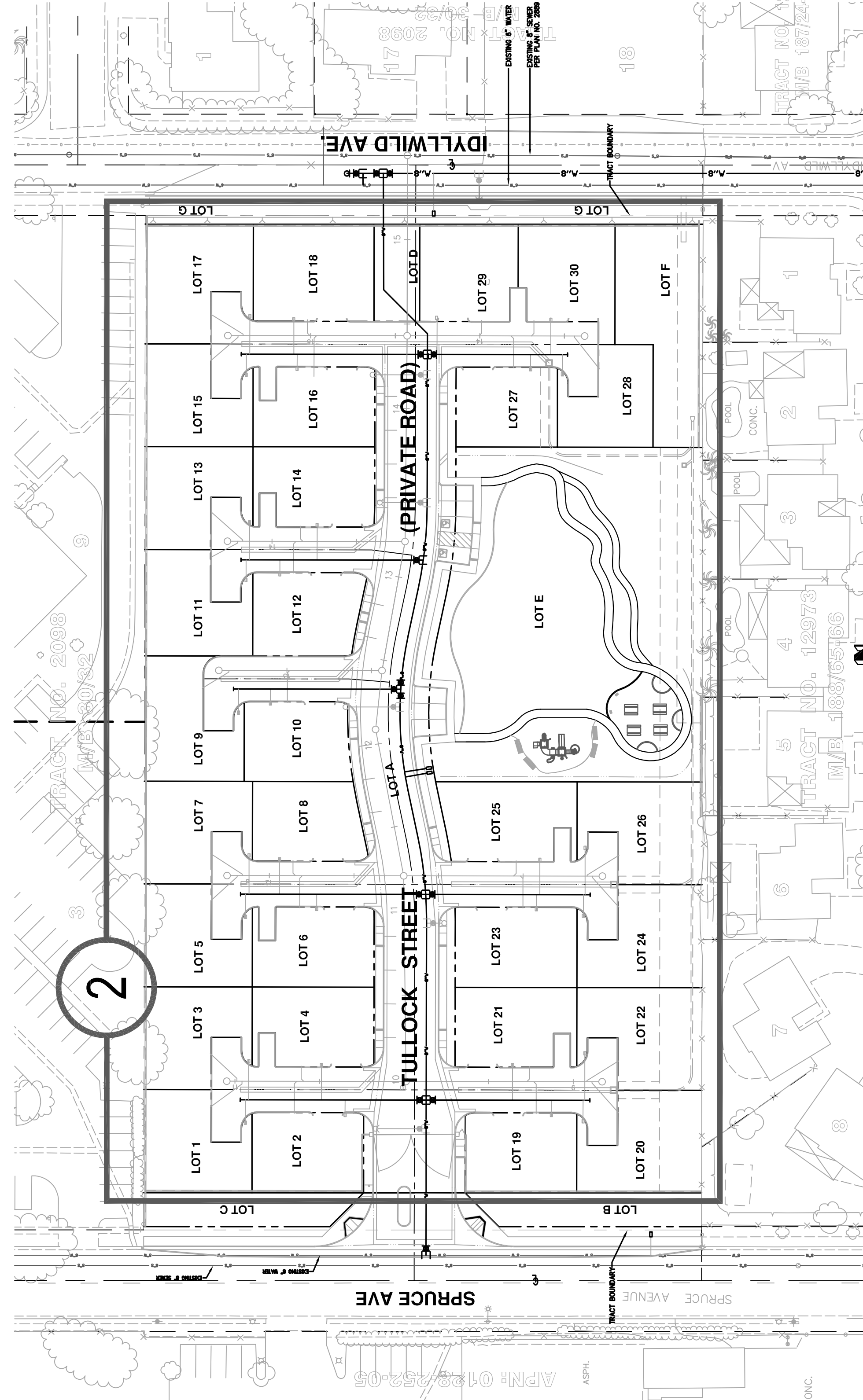
**SOILS ENGINEER:**

ZS ENGINEERING  
113 TOMATO SPRINGS  
IRVINE, CA 92618  
PH: 949-331-3232  
OCTOBER 31, 2019  
#191003

**PRIVATE ENGINEER'S NOTICE TO CONTRACTOR:**

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES AND/OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. THESE LOCATIONS ARE APPROXIMATE AND SHALL BE CONFIRMED BY THE CONTRACTOR, SO THAT ANY NECESSARY ADJUSTMENT CAN BE MADE IN ALIGNMENT AND/OR GRADE OF THE PROPOSED IMPROVEMENT. THE CONTRACTOR IS REQUIRED TO TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ANY UTILITY LINES SHOWN ON ANY OTHER LINES NOT ON RECORD OR NOT SHOWN ON THESE PLANS.

CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, HE WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE SAFETY DURING THE COURSE OF CONSTRUCTION. THIS RESPONSIBILITY INCLUDES THE SAFETY OF ALL PERSONS AND PROPERTY, INCLUDING THE SAFETY OF PERSONS AND PROPERTY OF THE CONTRACTOR. REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. CONSTRUCTION CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD DESIGN PROFESSIONAL HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE DESIGN PROFESSIONAL.



INDEX MAP  
SCALE: 1"=50'

**DESIGN**

THIS CERTIFIES THAT THESE PLANS AND SPECIFICATIONS HAVE BEEN DESIGNED UNDER THE DIRECT SUPERVISION OF A CIVIL ENGINEER LICENSED IN STATE OF CALIFORNIA AND ARE IN ACCORDANCE WITH TITLE 22, CODE OF REGULATIONS CHAPTER 16, CALIFORNIA WATERWORKS STANDARD OF THE STATE OF CALIFORNIA.

SIGNATURE OF DESIGN ENGINEER \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_

**FIRE**

FIRE PROTECTION SYSTEM REVIEWED AND APPROVED BY:  
CITY OF RIALTO

SIGNATURE OF FIRE AGENCY \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_

**WATER**

THIS CERTIFIES THAT THESE PLANS AND SPECIFICATIONS HAVE BEEN REVIEWED BY AND ACCEPTED BY THE WEST VALLEY WATER DISTRICT AND THAT THE DISTRICT IS WILLING AND ABLE TO SUPPLY WATER TO SERVE THIS LOCATION.

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_

**UNAUTHORIZED CHANGES AND USES:**

THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR OR LIABLE FOR UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS. ALL CHANGES TO THE PLANS MUST BE IN WRITING AND MUST BE APPROVED BY THE PREPARER OF THESE PLANS.

**FIRE FLOW REQUIREMENTS**

1. FIRE FLOW REQUIREMENTS: 5000 GPM @ 20 PSI FOR 4 HOURS. 75 % REDUCTION FOR FULLY SPRINKLERED SITE 1250 GPM @ 20 PSI FOR 4 HOURS

**FIRE DEPARTMENT NOTES:**

- 1) FIRE-SAFETY AND EXITING FROM EXISTING OCCUPIED AREAS, BUILDINGS AND PEDESTRIAN WAYS SHALL BE MAINTAINED DURING DEMOLITION AND CONSTRUCTION AS REQUIRED BY UFC, ARTICLE 87.
- 2) THE FIRE PREVENTION DIVISION MUST BE CONTACTED A MINIMUM OF 3 DAYS IN ADVANCE FOR SCHEDULE INSPECTIONS.
- 3) UPON COMPLETION OF ALL INSTALLATION AND TESTING, THE CONTRACTOR SHALL PROVIDE TO THE AUTHORITY HAVING JURISDICTION AND THE BUILDING OWNER A COMPLETED AND SIGNED CONTRACTOR'S MATERIALS AND TEST CERTIFICATE - NFPA 24, SEC. 9-2

**DUCTILE IRON NOTES:**

1. ALL DUCTILE IRON PIPE SHALL BE INTERNALLY RESTRAINED PER WWWD STD. W-30
2. ALL DUCTILE IRON BENDS & FITTINGS SHALL BE MECHANICALLY RESTRAINED.
3. INSPECTOR SHALL DETERMINE IN FIELD IF ADDITIONAL THRUST BLOCKS OR RESTRAINTS SHALL BE REQUIRED.

**BENCH MARK: CITY OF RIALTO NO. 019-88**

BRASS DISC SET IN NE CORNER OF P.C.C. CATCH BASIN, 7' EAST OF CURB, 28' EAST OF CENTERLINE OF SPRUCE AVE., 88' SOUTH OF CENTERLINE OF SAN BERNARDINO AVE.  
(USG & GS DATUM OF 1928)  
ELEVATION = 1121.978 FEET

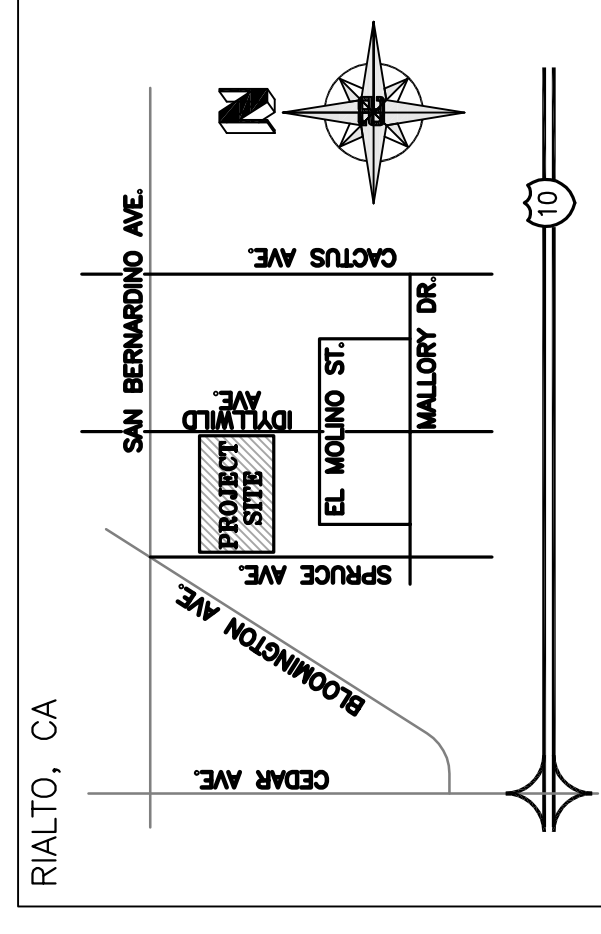
**BASIS OF BEARINGS:**

THE BEARING SHOWN HEREON ARE BASED ON THE CENTERLINE OF SPRUCE AVE., BEING NORTH 00° 00' 00" WEST 00' 00" OF THE CENTERLINE OF SAN BERNARDINO AVE., AS SHOWN ON THE MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA.

**CONSTRUCTION NOTES:**

1. INSTALL 8" D.I.P. CLASS 350 PER WWWD SPECS. 1830 LF
2. INSTALL 8" D.I.P. CROSS 3 EA
3. INSTALL 8" D.I.P. TEE 4 EA
4. INSTALL 8" RS GATE VALVE PER WWWD STD. W-11 17 EA
5. INSTALL 1" WATER SERVICE & METER PER WWWD STD. W-4. 34 EA
6. INSTALL 4" DEAD END FLUSH OUT PER WWWD STD. W-8 9 EA
7. INSTALL F.H. ASSEMBLY PER WWWD STD. W-2 6 EA
8. TRENCH/EXCAVATE/BACKFILL PER WWWD STD. W-1 1830 LF
9. HOT TAP WITH MUELLER H-619 6"x6" TAPPING SLEEVE PER WWWD STD. W-19 2 EA
10. HOT TAP EXISTING 6" ACP WITH MUELLER H-619 6"x6" TAPPING SLEEVE. 1 EA
11. INSTALL 6" 45° BEND 2 EA
12. INSTALL 1" AIR VAC PER WWWD STD. W-6 9 EA
13. THE EXISTING SERVICE TO NEW MAIN PER WWWD STD. W-4 1 EA
14. CUT/CAP AND ABANDON EXISTING 6" ACP PER WWWD STD. W-29 2 EA
15. INSTALL 1" BACKFLOW PER WWWD STD. W-20 4 EA
16. INSTALL 6" RS GATE VALVE PER WWWD STD. W-11 6 EA
17. INSTALL 6"x6" REDUCER 1 EA

THE QUANTITIES SHOWN HEREON ARE ESTIMATES ONLY. THE CONTRACTORS SHALL PREPARE THEIR OWN QUANTITIES AND BID A COMPLETE JOB.



**QUANTITIES**

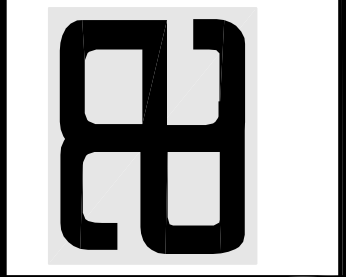
- (Same as Construction Notes list)

PRESSURE ZONE: 3 WIP # D20011

**WEST VALLEY WATER DISTRICT**  
WATER IMPROVEMENT PLANS  
ARROWHEAD MEADOWS  
TRACT NO. 18827

SHEET 1 OF 3 SHEETS  
DWG. NO.

**ALLARD ENGINEERING**  
Civil Engineering - Land Surveying - Land Planning  
16866 Seville Avenue  
Fontana, California 92335  
(909) 356-1815 Fax (909) 356-1795



Date	Date
Scale:	AS SHOWN
Designed	Drawn
Checked	Job No.

Revision	No.	By	Date	Approval	APPROVED

UNDERGROUND SERVICE ALERT  
CALL: TOLL FREE  
1-800-422-4133  
TWO WORKING DAYS BEFORE YOU DIG

California Council of Civil Engineers  
6 Land Surveyors

CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE SAFETY DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS RESPONSIBILITY SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND CONSTRUCTION CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD DESIGN PROFESSIONAL HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF DESIGN PROFESSIONAL.



CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE RESPONSIBILITY FOR THE SAFETY OF THE PROJECT, INCLUDING THE SAFETY OF ALL PERSONS AND PROPERTY. THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND CONSTRUCTION CONTRACTOR FURTHER AGREES TO WAIVE TO THE EXTENT PERMITTED BY LAW, ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF DESIGN PROFESSIONAL.

California Council of Civil Engineers  
6 Land Surveys

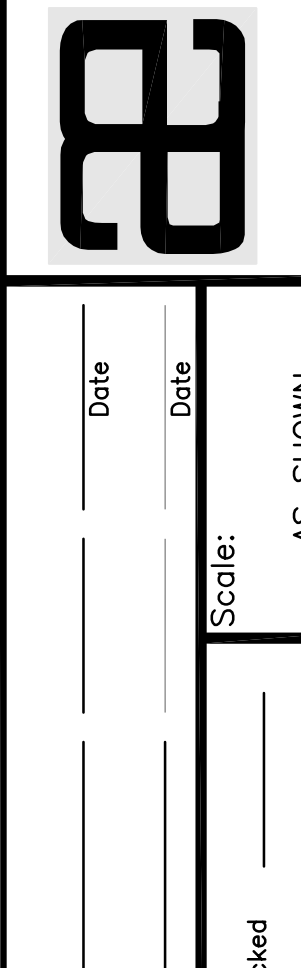


UNDERGROUND SERVICE ALERT  
CALL: TOLL FREE  
1-800-422-4133  
TWO WORKING DAYS BEFORE YOU DIG

Revision	No.	By	Date	Approval	APPROVED

	Date	

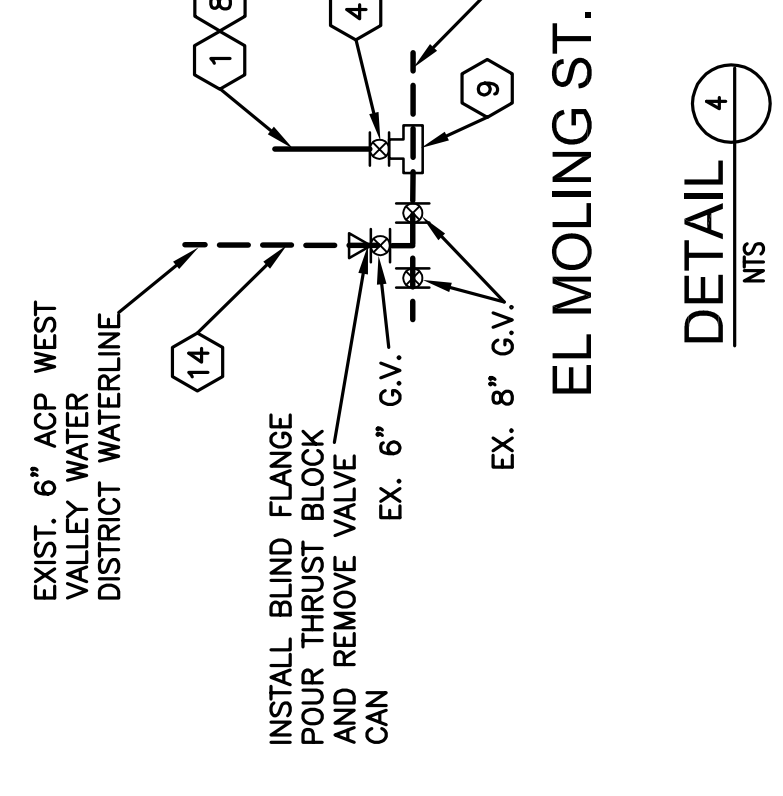
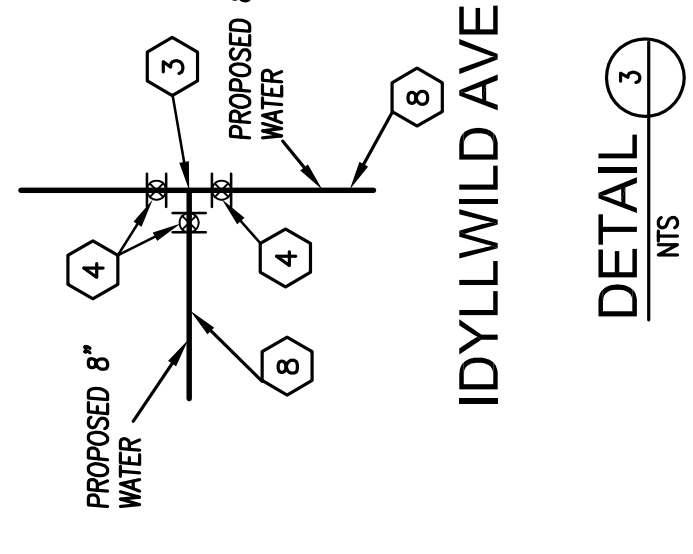
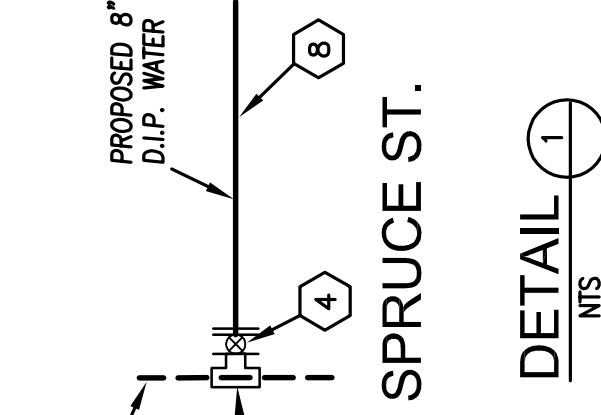
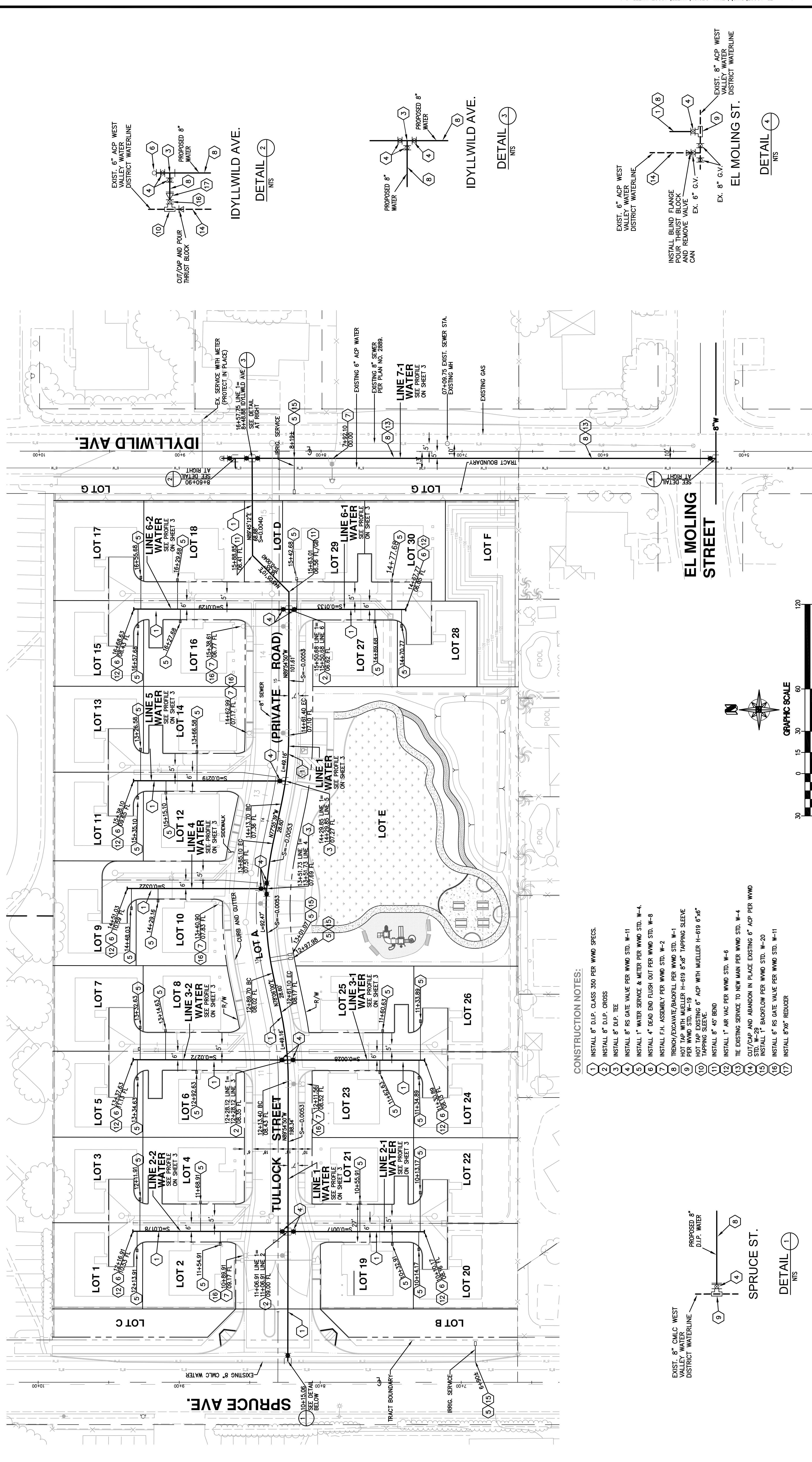
	Checked	Job No.	AS SHOWN



**ALLARD ENGINEERING**  
Civil Engineering - Land Surveying - Land Planning  
18866 Saville Avenue  
Fontana, California 92335  
(909) 356-1815 Fax (909) 356-1795

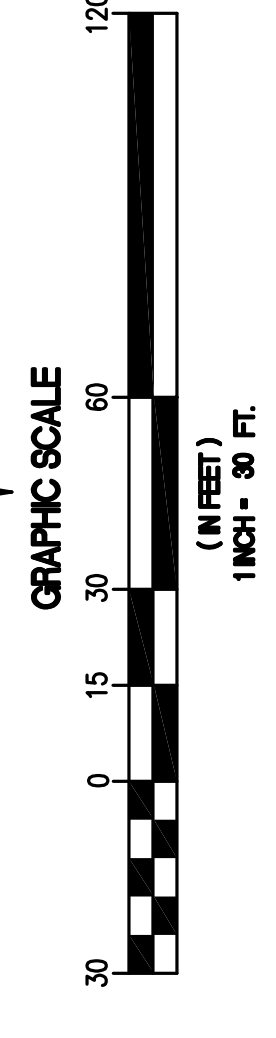
**WEST VALLEY WATER DISTRICT**  
**WATER IMPROVEMENT PLANS**  
**ARROWHEAD MEADOWS**  
**TRACT NO. 18827**

SHEET 2 OF 3 SHEETS  
DWG. NO.



**CONSTRUCTION NOTES:**

- 1 INSTALL 8" D.I.P. CLASS 350 PER WWD SPECS.
- 2 INSTALL 8" D.I.P. CROSS
- 3 INSTALL 8" D.I.P. TEE
- 4 INSTALL 6" RS GATE VALVE PER WWD STD. W-11
- 5 INSTALL 1" WATER SERVICE & METER PER WWD STD. W-4.
- 6 INSTALL 4" DEAD END FLUSH OUT PER WWD STD. W-8
- 7 INSTALL F.H. ASSEMBLY PER WWD STD. W-2
- 8 TRENCH/EXCAVATE/BACKFILL PER WWD STD. W-1
- 9 HOT TAP WITH MUELLER H-619 8"x8" TAPPING SLEEVE PER WWD STD. W-19
- 10 HOT TAP EXISTING 6" ACP WITH MUELLER H-619 6"x6" TAPPING SLEEVE.
- 11 INSTALL 8" 45° BEND
- 12 INSTALL 1" AIR VAC PER WWD STD. W-6
- 13 THE EXISTING SERVICE TO NEW MAIN PER WWD STD. W-4
- 14 CUT/CAP AND ABANDON IN PLACE EXISTING 6" ACP PER WWD
- 15 INSTALL 1" BACKFLOW PER WWD STD. W-20
- 16 INSTALL 6" RS GATE VALVE PER WWD STD. W-11
- 17 INSTALL 8"x6" REDUCER





# Exhibit C

**Tract 18827 - Monte Vista Properties**  
**WEST VALLEY WATER DISTRICT**  
**Improvement Bond Calculation**

4-Feb-20

Prepared in the office of  
**ALLARD ENGINEERING**  
 16866 Seville Avenue  
 Fontana, CA. 92335  
**Phone: 909-356-1815**

ITEM	Quantity	Unit	Price	TOTAL
MOBILIZATION	1	LS	\$10,000	\$10,000
HOT -TAP CONNECT TO EXISTING 8" WATER MAIN.	2	EA	\$3,000	\$6,000
HOT -TAP CONNECT TO EXISTING 6" WATER MAIN.	1	EA	\$2,500	\$2,500
CUT AND ABANDON 6" LINE	2	EA	\$500	\$1,000
FURNISH & INSTALL 8" DUCILE IRON PIPE	1830	LF	\$50	\$91,500
FURNISH & INSTALL 4" DEAD END FLUSH OUT	9	EA	\$1,000	\$9,000
FURNISH & INSTALL 8" GATE VALVE	17	EA	\$2,000	\$34,000
FURNISH & INSTALL FIRE HYDRANT ASSEMBLY	5	EA	\$5,000	\$25,000
FURNISH & INSTALL 1" BACKFLOW	4	EA	\$1,000	\$4,000
FURNISH & INSTALL 1" AIRVAC	8	EA	\$1,500	\$12,000
FURNISH & INSTALL 1" WATER SERVICE WITH METER	34	EA	\$1,400	\$47,600
<b>Sub-Total</b>				<b>\$242,600</b>
Contingency (20%)	20%			\$48,520
<b>TOTAL</b>				<b>\$291,120</b>
<b>BOND AMOUNT</b>				<b>\$300,000</b>

# Exhibit D



**ESTABLISHED AS A PUBLIC AGENCY IN 1952**

WEST VALLEY WATER DISTRICT'S MISSION IS TO PROVIDE A RELIABLE,  
SAFE-DRINKING WATER SUPPLY TO MEET OUR CUSTOMERS' PRESENT  
AND FUTURE NEEDS AT A REASONABLE COST AND TO PROMOTE  
WATER-USE EFFICIENCY AND CONSERVATION.

## **2019 HOLIDAY LIST**

TUESDAY, DECEMBER 24	CHRISTMAS EVE
WEDNESDAY, DECEMBER 25	CHRISTMAS
TUESDAY, DECEMBER 31	NEW YEAR'S EVE

## **2020 HOLIDAY LIST**

WEDNESDAY, JANUARY 1	NEW YEAR'S DAY
MONDAY, JANUARY 20	MARTIN LUTHER KING, JR.
MONDAY, FEBRUARY 17	PRESIDENT'S DAY
MONDAY, MAY 25	MEMORIAL DAY
FRIDAY, JULY 3	INDEPENDENCE DAY
MONDAY, SEPTEMBER 7	LABOR DAY
WEDNESDAY, NOVEMBER 11	VETERANS DAY (OBSERVED)
THURSDAY, NOVEMBER 26	THANKSGIVING
FRIDAY, NOVEMBER 27	DAY AFTER THANKSGIVING
THURSDAY, DECEMBER 24	CHRISTMAS EVE
FRIDAY, DECEMBER 25	CHRISTMAS
THURSDAY, DECEMBER 31	NEW YEAR'S EVE

## **2021 HOLIDAY LIST**

FRIDAY, JANUARY 1	NEW YEAR'S DAY
MONDAY, JANUARY 18	MARTIN LUTHER KING, JR.



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** CONSIDER GRANT OF EASEMENT FROM SC FONTANA  
 DEVELOPMENT COMPANY, LLC FOR TRACT NOS. 17039 AND 17039-1

---

**BACKGROUND:**

SC Fontana Development Company, LLC. (“Developer”) is the owner of land located at the southwest corner of Citrus Avenue and Knox Avenue in the City of Fontana, known as Tract No. 17039 and 17039-1, Shady Trails (“Development”), as shown in **Exhibit A**. In developing this land, the Developer is required to construct new 8-inch water lines within private streets to allow for new domestic, fire and irrigation connections in the tract.

**DISCUSSION:**

In order to operate and maintain the water facilities needed to supply water to the Development, West Valley Water District (“District”) must accept a Grant of Easement. Attached for committee review and approval is a copy of the proposed Grant of Easement labeled **Exhibit B**, showing the full extent of the easements within the project.

**FISCAL IMPACT:**

No fiscal impact to the District.

**STAFF RECOMMENDATION:**

It is recommended that the Board of Directors approve the Grant of Easement from SC Fontana Development Company, LLC.

Respectfully Submitted,

*Clarence C. Mansell Jr.*

---

---

Clarence Mansell Jr, General Manager

DG:ce

**ATTACHMENT(S):**

1. Exhibit A - Aerial Map
2. Exhibit B - Grant of Easement

**MEETING HISTORY:**

02/12/20      Engineering and Planning Committee REFERRED TO BOARD



# EXHIBIT A



# Exhibit A

## Tract 17039 and 17039-1

# EXHIBIT B

**RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:**

WEST VALLEY WATER DISTRICT  
P.O. BOX 920  
RIALTO, CA 92377-0920

ATTENTION: GENERAL MANAGER

THIS DOCUMENT MUST BE SIGNED  
IN THE PRSENCE OF NOTARY &  
NOTARIZED

No Recording Fee required Pursuant to Government Code Section 27383

APN: 1107-262-62

**GRANT OF EASEMENT**

**FOR VALUABLE CONSIDERATION**, receipt of which is hereby acknowledged SC Fontana Development Company, LLC (“**GRANTOR**”) does hereby grant to **WEST VALLEY WATER DISTRICT**, a county water district, its successors and assigns (“**GRANTEE**”) a perpetual non-exclusive easement and right of way to construct, enlarge, reconstruct, remove and replace, operate, inspect, maintain, repair, improve and relocate for pipelines for the transmission of water, connections, devises and appurtenances in, on, over, under, upon, along, through and across the property hereinafter described, together with reasonable right of access to and from said easement for purposes of exercising the rights granted in said easement.

Said easement shall be in, under, over, and across that certain property situated in the County of San Bernardino, State of California, described as follows:

**(SEE EXHIBITS “A” & “B” ATTACHED HERETO AND MADE A PART HEREOF)**

The foregoing easement shall include:

- (a) The temporary use of such adjacent land of Grantor as is necessary to install the facilities provided for under the term of the easement granted herein; and
- (b) The right to enter upon and pass and repass over and along said strip or strips of land, and to deposit tools, implements and other materials thereon by Grantee, its officers, agents and employees, and by persons under contract to construct said pipeline or pipelines, and their employees, whenever necessary for the purpose of exercising the rights herein granted.

Grantor retains the right to the use of the land described herein except as to any use in derogation of the easement contained herein, and specifically agrees that no trees shall be planted thereon and, no buildings or other structures of any kind will be placed, constructed, or maintained over the real property described herein. Any work by Grantor, or any one working through or under Grantor, affecting the surface or subsurface of the ground subject to this easement shall be performed only after giving written notice by certified mail, postage paid, addressed to Grantee as its business office setting forth the proposed changes in detail. Such notice is to be given to the Grantee at least thirty (30) business days prior to commencement of such work and is subject to approval by Grantee. Notwithstanding the foregoing, the surface of the ground with respect to the distance from the ground surface to the top of any pipes, as of the date of this easement, shall not be changed by any party other than Grantee, if it results in:

- (a) “Cutting or removing the soil which leave less than thirty (30) inches of soil over the top of any pipe;

and

(b) "Hauling" in of soil or "filling" which will leave more than ten (10) feet of soil over the top of any pipe.

It is understood that the permanent easements and the rights of way above described shall be acquired subject to the rights of the Grantor, Grantor's successors, heir and assigns, to use the surface of the real property within the boundaries of such easements and rights of way. It is understood that any use of the surface rights by Grantor, and Grantor's successors, heirs and assigns, shall be deemed a continuing permissive use allowed by Grantee, its successors, heirs and assigns, and each successor-in-interest of the Grantor, by acceptance of a conveyance of said property or interest therein admits and agrees that any such use is a continuing permissive use. It is understood that each and every right and privilege hereby granted is free and alienable.

Notwithstanding the foregoing, it is understood and agreed that this Grant of Easement shall not be construed as a Grant of fee title.

Grantee, its successors and assigns, shall restore, or cause to be restored, the surface or subsurface of the real property hereinabove described to the condition said property was in as of the time of performance of any enlargement, construction, reconstruction, removal and replacement, operation, inspection, maintenance, repair, improvement and relocation, and such restoration shall be performed with due diligence and dispatch.

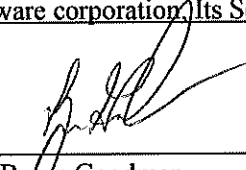
IN WITNESS THEREOF, this instrument has been executed the 30th day of January, 2020.

GRANTOR(S):

SC Fontana Development Company, LLC,  
a Delaware limited liability company

By: Lewis Management Corp.,  
a Delaware corporation, Its Sole Manager

BY: \_\_\_\_\_

  
Bryan Goodman  
Authorized Agent

### ALL CAPACITY ACKNOWLEDGEMENT

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

STATE OF CALIFORNIA  
COUNTY OF San Bernardino

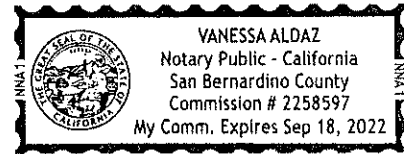
On Jan. 31 2020, before me, Vanessa Aldaz, Notary Public,  
(Name and title of the officer)

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

I certify under **PENALTY OF PERJURY** under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Vanessa Aldaz



(SEAL)

**EXHIBIT "A"  
LEGAL DESCRIPTION**

**WATER EASEMENT**

LOTS "A" AND "B", ALONG WITH ALL PRIVATE STREETS, (RALPH LANE, VICENZA LANE, AREZZO WAY, BRINDISI LANE, CASORIA WAY, AND NOVARA AVENUE) NOTED AS PUBLIC UTILITY EASEMENT (DELTA NUMBER 1), ALL WITHIN TRACT MAP No. 17039-1, AS PER MAP FILED IN BOOK \_\_\_\_\_ PAGES \_\_\_\_\_ THROUGH \_\_\_\_\_, INCLUSIVE OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAN BERNARDINO COUNTY, CALIFORNIA.

THE ABOVE DESCRIBED PARCELS ARE SHOWN ON THE MAP ATTACHED HEREWITH AND MADE A PART HEREOF, ENTITLED "EXHIBIT B".

THE ABOVE DESCRIPTION WAS PREPARED UNDER MY DIRECTION.

*Anthony Haro*

*12/20/19*

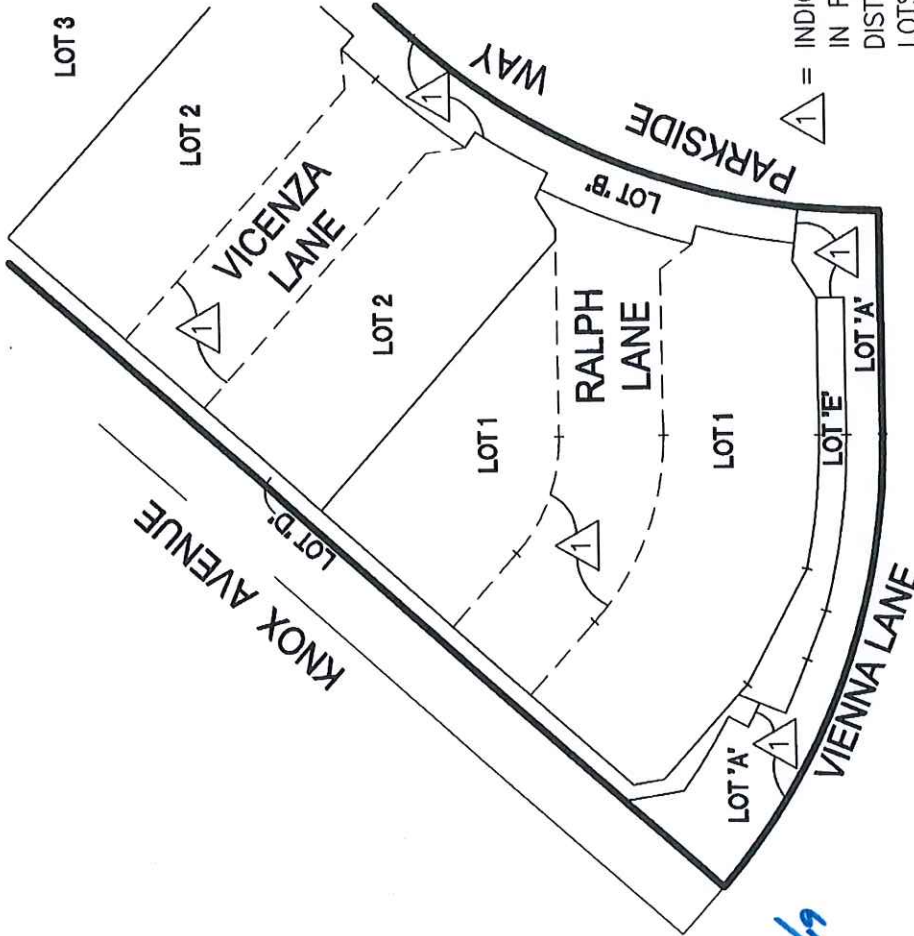
ANTHONY HARO, P.L.S. No. 7635  
EXPIRATION DATE: 12/31/2020  
JN: 126-2018

DATE



# EXHIBIT "B" WATER EASEMENT

SCALE: 1" = 100'



△ = INDICATES A PUBLIC UTILITY EASEMENT  
IN FAVOR OF THE WEST VALLEY WATER  
DISTRICT, DEDICATED HEREON. AFFECTS  
LOTS "A" AND "B" AND ALL PRIVATE  
STREETS, SHOWN HEREON.

*Anthony Haro*  
12/29/19

ANTHONY HARO P.L.S. 7635  
EXP. 12/31/2020  
J.N.: 126-2018



PREPARED BY:

**MADOLE & ASSOCIATES, INC.**  
Engineering Communities for Life

9302 PITTSBURGH AVE., SUITE 230  
RANCHO CUCAMONGA, CA. 91730  
PHONE: 909.481.6322  
FAX: 909.481.6320

CITY OF FONTANA, CALIFORNIA

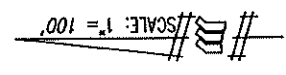
SECTION: 24, TOWNSHIP 1 NORTH, RANGE 6 WEST,  
SAN BERNARDINO MERIDIAN.

THIS PLAT IS SOLELY TO BE USED AS AN AID IN LOCATING  
THE PARCEL(S) DESCRIBED IN THE ATTACHED DOCUMENT. ALL  
PRIMARY CALLS ARE LOCATED IN THAT WRITTEN DOCUMENT.

TRACT MAP 17039-1	TRACT MAP 17039-1
WWD WATER EASEMENT	WWD WATER EASEMENT
J.N.: 126-2018	J.N.: 126-2018
DATE: 12-20-19	DATE: 12-20-19
DRAWN BY: AH	DRAWN BY: AH
SCALE: 1"=100'	SCALE: 1"=100'
SHEET: 1 OF 2	SHEET: 1 OF 2



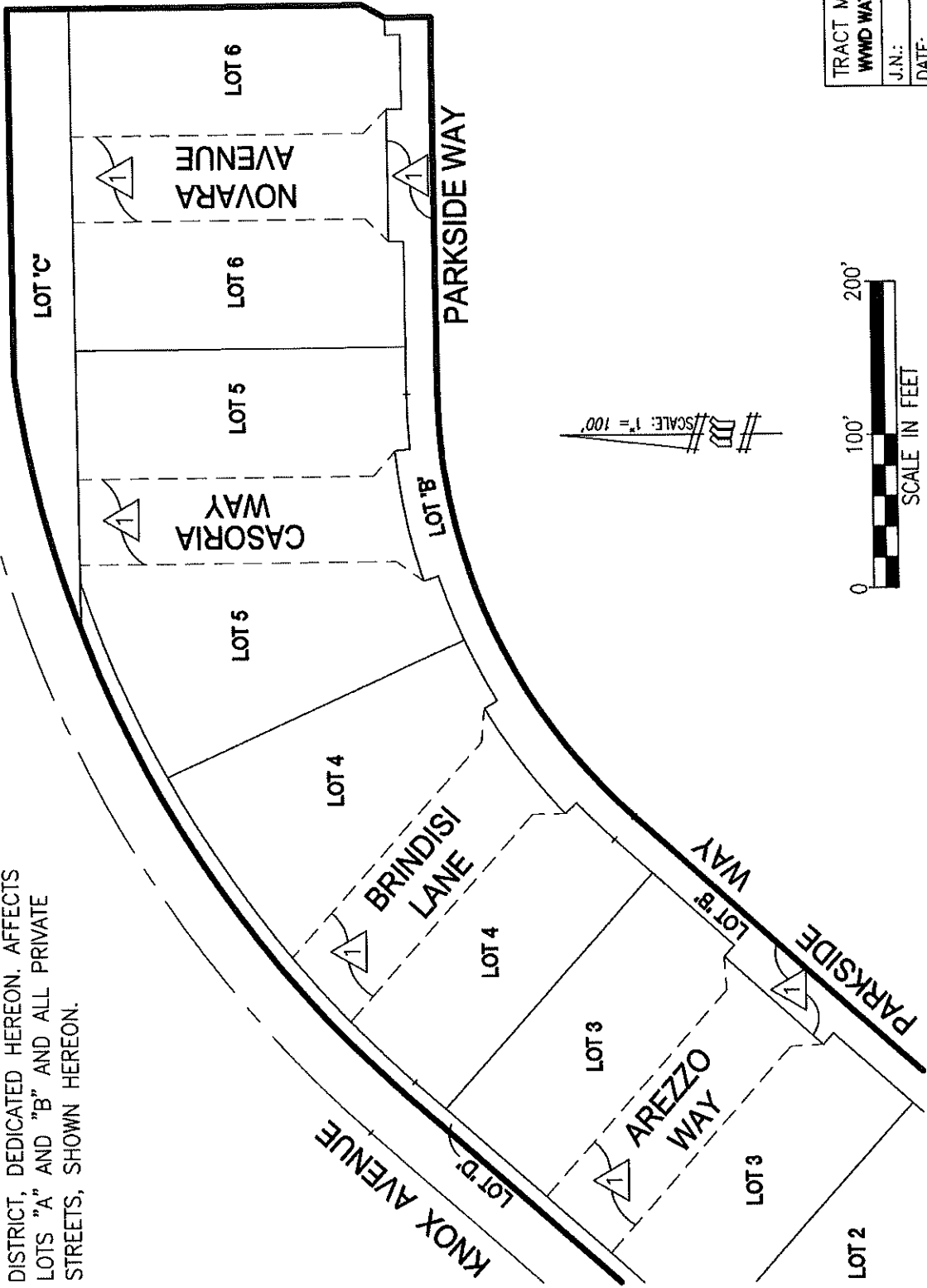
TRACT MAP 17039-1	
WWD WATER EASEMENT	
J.N.:	126-2018
DATE:	12-20-19
DRAWN BY:	AH
SCALE:	1"=100'
SHEET:	2 OF 2



△ = INDICATES A PUBLIC UTILITY EASEMENT IN FAVOR OF THE WEST VALLEY WATER DISTRICT, DEDICATED HEREON. AFFECTS LOTS "A" AND "B" AND ALL PRIVATE STREETS, SHOWN HEREON.

KNOX AVENUE

EXHIBIT "B"  
WATER EASEMENT



**RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:**

WEST VALLEY WATER DISTRICT  
P.O. BOX 920  
RIALTO, CA 92377-0920

ATTENTION: GENERAL MANAGER

THIS DOCUMENT MUST BE SIGNED  
IN THE PRSENCE OF NOTARY &  
NOTARIZED

No Recording Fee required Pursuant to Government Code Section 27383

APN: 1107-262-44

**GRANT OF EASEMENT**

**FOR VALUABLE CONSIDERATION**, receipt of which is hereby acknowledged SC Fontana Development Company, LLC (“**GRANTOR**”) does hereby grant to **WEST VALLEY WATER DISTRICT**, a county water district, its successors and assigns (“**GRANTEE**”) a perpetual non-exclusive easement and right of way to construct, enlarge, reconstruct, remove and replace, operate, inspect, maintain, repair, improve and relocate for pipelines for the transmission of water, connections, devises and appurtenances in, on, over, under, upon, along, through and across the property hereinafter described, together with reasonable right of access to and from said easement for purposes of exercising the rights granted in said easement.

Said easement shall be in, under, over, and across that certain property situated in the County of San Bernardino, State of California, described as follows:

**(SEE EXHIBITS “A” & “B” ATTACHED HERETO AND MADE A PART HEREOF)**

The foregoing easement shall include:

- (a) The temporary use of such adjacent land of Grantor as is necessary to install the facilities provided for under the term of the easement granted herein; and
- (b) The right to enter upon and pass and repass over and along said strip or strips of land, and to deposit tools, implements and other materials thereon by Grantee, its officers, agents and employees, and by persons under contract to construct said pipeline or pipelines, and their employees, whenever necessary for the purpose of exercising the rights herein granted.

Grantor retains the right to the use of the land described herein except as to any use in derogation of the easement contained herein, and specifically agrees that no trees shall be planted thereon and, no buildings or other structures of any kind will be placed, constructed, or maintained over the real property described herein. Any work by Grantor, or any one working through or under Grantor, affecting the surface or subsurface of the ground subject to this easement shall be performed only after giving written notice by certified mail, postage paid, addressed to Grantee as its business office setting forth the proposed changes in detail. Such notice is to be given to the Grantee at least thirty (30) business days prior to commencement of such work and is subject to approval by Grantee. Notwithstanding the foregoing, the surface of the ground with respect to the distance from the ground surface to the top of any pipes, as of the date of this easement, shall not be changed by any party other than Grantee, if it results in:

- (a) “Cutting or removing the soil which leave less than thirty (30) inches of soil over the top of any pipe;

and

(b) "Hauling" in of soil or "filling" which will leave more than ten (10) feet of soil over the top of any pipe.

It is understood that the permanent easements and the rights of way above described shall be acquired subject to the rights of the Grantor, Grantor's successors, heir and assigns, to use the surface of the real property within the boundaries of such easements and rights of way. It is understood that any use of the surface rights by Grantor, and Grantor's successors, heirs and assigns, shall be deemed a continuing permissive use allowed by Grantee, its successors, heirs and assigns, and each successor-in-interest of the Grantor, by acceptance of a conveyance of said property or interest therein admits and agrees that any such use is a continuing permissive use. It is understood that each and every right and privilege hereby granted is free and alienable.

Notwithstanding the foregoing, it is understood and agreed that this Grant of Easement shall not be construed as a Grant of fee title.

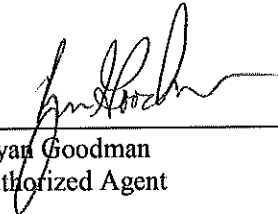
Grantee, its successors and assigns, shall restore, or cause to be restored, the surface or subsurface of the real property hereinabove described to the condition said property was in as of the time of performance of any enlargement, construction, reconstruction, removal and replacement, operation, inspection, maintenance, repair, improvement and relocation, and such restoration shall be performed with due diligence and dispatch.

IN WITNESS THEREOF, this instrument has been executed the 30th day of January 2020.

GRANTOR(S):

SC Fontana Development Company, LLC,  
a Delaware limited liability company

By: Lewis Management Corp.,  
a Delaware corporation, Its Sole Manager

BY:   
Bryan Goodman  
Authorized Agent

### ALL CAPACITY ACKNOWLEDGEMENT

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

STATE OF CALIFORNIA  
COUNTY OF San Bernardino

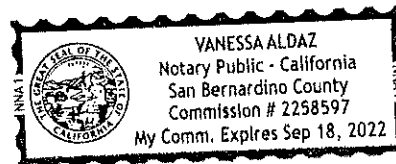
On Jan. 31 2020, before me, Vanessa Aldaz, Notary Public,  
(Name and title of the officer)

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

I certify under **PENALTY OF PERJURY** under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Vanessa Aldaz



(SEAL)

**EXHIBIT "A"**  
**LEGAL DESCRIPTION**

**WATER EASEMENT**

LOTS "A" AND "B", ALONG WITH ALL PRIVATE STREETS, (PRATO LANE, MATERA LANE, VESTA WAY, TERAMO LANE, CESENA WAY, PESARO LANE, AND LOT D) NOTED AS PUBLIC UTILITY EASEMENT (DELTA NUMBER 1), ALL WITHIN TRACT MAP No. 17039, AS PER MAP FILED IN BOOK \_\_\_\_\_ PAGES \_\_\_\_\_ THROUGH \_\_\_\_\_, INCLUSIVE OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAN BERNARDINO COUNTY, CALIFORNIA.

THE ABOVE DESCRIBED PARCELS ARE SHOWN ON THE MAP ATTACHED HEREWITH AND MADE A PART HEREOF, ENTITLED "EXHIBIT B".

THE ABOVE DESCRIPTION WAS PREPARED UNDER MY DIRECTION.

*1/28/2020*

ANTHONY HARO, P.L.S. No. 7635  
EXPIRATION DATE: 12/31/2020  
JN: 126-2018

DATE



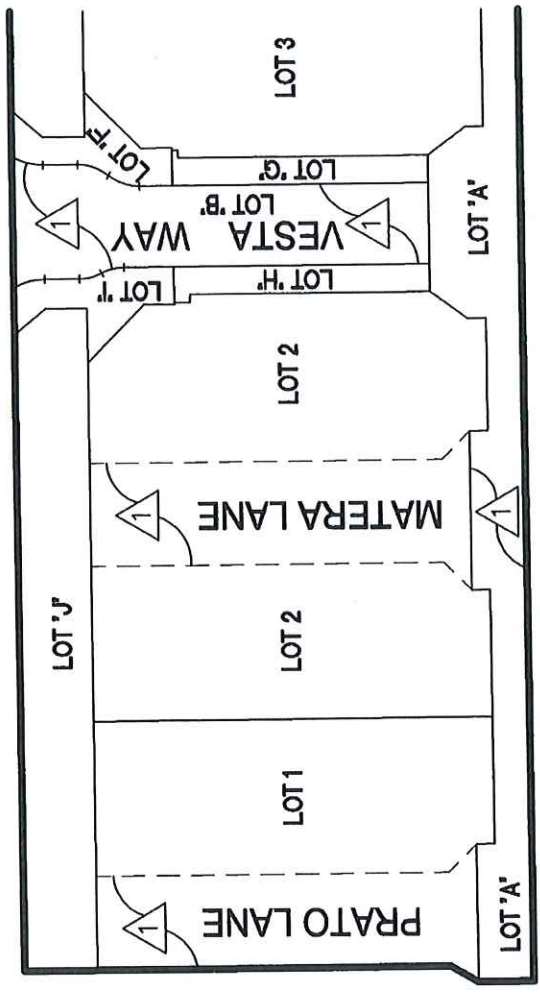
# EXHIBIT "B" WATER EASEMENT

△ = INDICATES A PUBLIC UTILITY EASEMENT IN FAVOR OF THE WEST VALLEY WATER DISTRICT, DEDICATED HEREON. AFFECTS LOTS "A" AND "B" AND ALL PRIVATE STREETS, SHOWN HEREON.

SCALE: 1" = 100'



KNOX AVENUE



*Anthony Haro*  
ANTHONY HARO P.L.S. 7635  
EXP. 12/31/2020  
J.N.: 126-2018



PREPARED BY:

**MADOLE & ASSOCIATES, INC.**  
Engineering Communities for Life  
9302 PITTSBURGH AVE., SUITE 230  
RANCHO CUCAMONGA, CA. 91730  
PHONE: 909.481.6322  
FAX: 909.481.6320

CITY OF FONTANA, CALIFORNIA

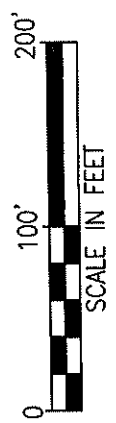
SECTION: 24, TOWNSHIP 1 NORTH, RANGE 6 WEST,  
SAN BERNARDINO MERIDIAN.

THIS PLAT IS SOLELY TO BE USED AS AN AID IN LOCATING THE PARCEL(S) DESCRIBED IN THE ATTACHED DOCUMENT. ALL PRIMARY CALLS ARE LOCATED IN THAT WRITTEN DOCUMENT.

TRACT MAP 17039 WVWD WATER EASEMENT
J.N.: 126-2018
DATE: 01-28-20
DRAWN BY: AH
SCALE: 1"=100'
SHEET: 1 OF 2

# EXHIBIT "B" WATER EASEMENT

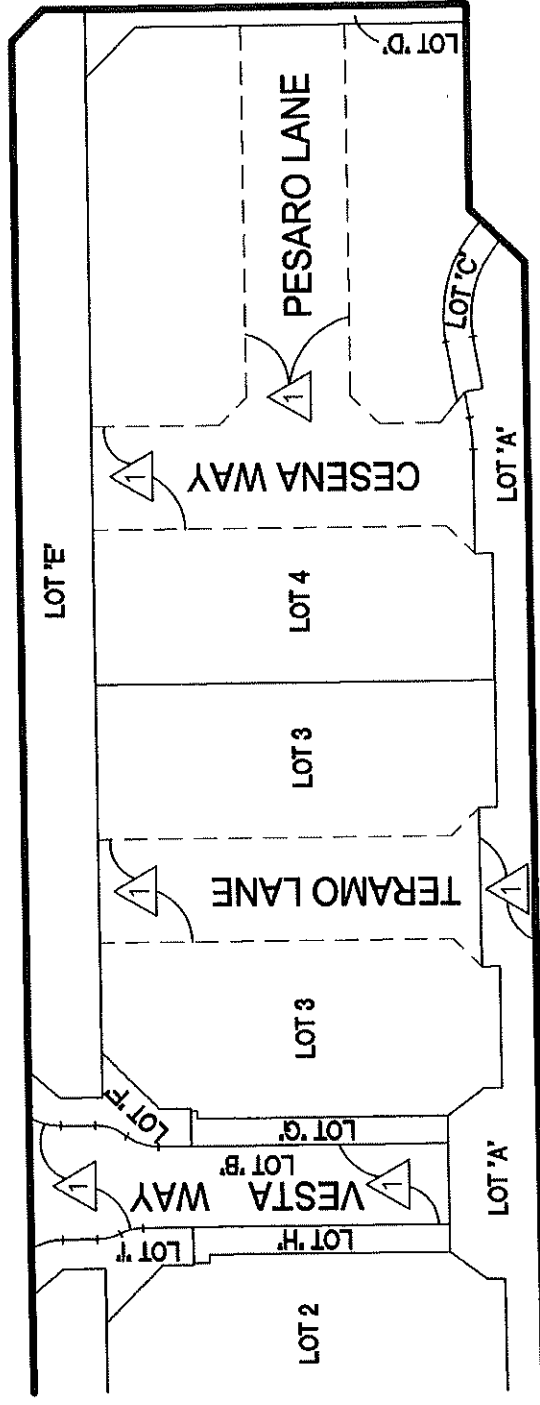
△ = INDICATES A PUBLIC UTILITY EASEMENT IN FAVOR OF THE WEST VALLEY WATER DISTRICT, DEDICATED HEREON. AFFECTS LOTS "A" AND "B" AND ALL PRIVATE STREETS, SHOWN HEREON.



SCALE: 1" = 100'

KNOX AVENUE

CITRUS AVENUE



TRACT MAP	17039
WVWD WATER EASEMENT	
J.N.:	126-2018
DATE:	01-28-20
DRAWN BY:	AH
SCALE:	1"=100'
SHEET:	2 OF 2



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** CONSIDER AN AGREEMENT WITH ERS INDUSTRIAL SERVICES, INC. FOR FBR FILTER UNDERDRAIN REPAIR PROJECT

---

**BACKGROUND:**

An agreement between the West Valley Water District (District) and the Goodrich/United Technologies Corporation (UTC) was executed on January 1, 2014, for Rockets, Fireworks and Flares Superfund Site Remediation. Subject to the terms of this agreement, UTC pays the District for operation and maintenance costs of the Fluidized Bed Biological Reactors Water Treatment (FBR) Plant.

The FBR Plant has two Trident filters. Beneath each filter is an underdrain system that collects filtered water during the filter run, and distributes air and water during the backwash cycle. A sink hole in the filter media and various media migration issues were reported, which indicated the underdrain system might be compromised. On November 21, 2019, the Board of Directors awarded a contract to ERS Industrial Services, Inc. for FBR Filter Underdrain Inspection and Media Handling. The inspection is now complete and there is a need to address identified deficiencies and reconstruct the underdrain system for both FBR Trident filters.

**DISCUSSION:**

On January 21, 2020 both WesTech, the manufacturer of Trident Filters, and ERS performed inspection of the filter underdrains and coatings of both FBR Trident filters. The filter underdrains have totally failed due to media entering the underdrain and working its way to the underside of the media retention plate. Baffle wall deflection, missing screws, gasket material, and biofouling of the laser cut slots are all contributing factors. It is recommended that the current "MULTIBLOCK" plastic underdrains with stainless steel media retention plate be converted to a conventional stainless steel manifold and laterals system with gravel pack to match the filter underdrains at the Oliver P. Roemer Water Filtration Facility.

The scope of work consists of demolishing and removing underdrains down to concrete fill, installing a conventional stainless steel manifold and laterals system, installing air scour system to work above filter gravel pack, recoating the lower 30 inches of filter interior and topping off filter media for both filters. Baffle wall will be repaired on a separate quote after underdrains have been removed. Clarifier nozzles and piping will be repaired on a separate quote.



District staff kept UTC informed of the cost to provide the specified services. UTC would like the District to have the FBR Underdrain Repair project completed timely and have the FBR Groundwater Treatment Plant back in service treating perchlorate associated with the perchlorate plume as soon as possible. District staff is treating this as an emergency project. Below is a cost summary:

ERS Industrial Services, Inc.
\$716,330.00

The goal is to have the underdrains repaired in cooler months when the water demand is at its lowest. The project is anticipated to be completed within 8 weeks. Once the project is complete, reinoculation of microbiological seeds for the biological reactors would take an additional month before the FBR Groundwater Treatment Plant can be placed back in service.

**FISCAL IMPACT:**

This is a reimbursable cost. Funds are available in the District UTC current account to back stop this until the project is complete.

The District has not put this item out for bid because this is an emergency project.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve an Agreement with ERS Industrial Services, Inc. for FBR Filter Underdrain Repair Project.

Respectfully Submitted,




---

Clarence Mansell Jr, General Manager

CM:jc

**ATTACHMENT(S):**

1. Exhibit A - ERS & WestTech Inspection Reports
2. Exhibit B - ERS Proposal

**MEETING HISTORY:**

02/12/20      Engineering and Planning Committee REFERRED TO BOARD

# EXHIBIT A



January 30, 2020

West Valley Water District  
855 W. Base Line Road  
Rialto, CA 92376

**Attention: Ernie Montelongo**

**Reference: Underdrain Inspection**

Dear Ernie Montelongo

On January 21, 2020 ERS performed an inspection of the filter underdrains and coatings of Filters 1 & 2 at the Water Filtration Plant located at 855 W. Baseline Rd in Rialto CA. The purpose of the inspection was to identify the cause of poor filter performance. Previous inspections noted boiling during backwashes a depression in the media when the filter was drained and black sealant in the media indicating filter underdrain issues. It was also observed in previous inspections that the coatings were showing signs of failure and wear. The approach to the inspection was to observe the underdrains with all media removed from the filters to allow proper inspection of the condition of the underdrains and coating system. The following are the deficiencies noted during the inspection.



### **Filter 1 & 2 inspection notes**

- The filter underdrains are Siemens “MULTIBLOCK” plastic underdrains with Stainless Steel media retention plate, Internal Air scour and are grouted in place.
- Grout between blocks and chamfers solid and in good condition
- Major deflection of baffle wall at end of lateral (see pics)
- Majority of stainless-steel retention plates are with missing or dislodged screws, allowing sealant to protrude from sides and ends (see pics)
- A few media retention plates were removed, and filter media was observed on top of the plastic block. The media plates were also bent up at the ends allowing the sealant to move out of place. (see pics)
- Some fouling of laser cuts in media retention plates
- Using a probe, filter media was noted in the side chambers of the “MULTIBLOCK”
- Coatings are rough with areas of delamination from improper prep between coats. The roughness of the coating appears to be from moisture or insufficient sweat in time of the coatings during installation.

### **Summary**

The filter underdrains have totally failed due to media entering the block and working its way to the underside of the of the media retention plate. It is difficult to tell what is causing the underdrain failures. Baffle wall deflection, missing screws, gasket material and fouling of the laser cut slots are all contributing to the poor filter performance. Due to the design of the underdrain system and the movement of the baffle wall there is no effective way to flush and repair the underdrain system. A complete demolition and re-design are recommended.

### **Recommendations**

Re-design filters and underdrains to perform like the other filters in the districts system

This is a brief description of work to modify these filters to operate like the other filters in the district system.

- Demo and remove underdrains down to concrete fill
- Design and install a conventional Stainless-Steel manifold and laterals system with gravel pack to match the filters at the district other treatment facility
- Re-Design Air Scour to sit at gravel fine media interface.
- Prep and Re-Coat filters and Clarifier with epoxy

Sincerely

Nik Radonich

**Trip Report**

Sales, Shows, Pre-Engineering and other Non-Field Service Trips

Basic Info				
By: Greg PAYNE		Report Date: 1/30/2020		Trip Date: 1/21/2020
Estimator/PM/PC:			Group # Group 64 - Microfloc/General Filter Engineering	
Email Distribution to:				
Related Oppty:				Job # 21785
Agency: MISCOWater Southwest			Salesperson: Steve Wallace	
Related Account/Plant Name: West Valley Water District			Address: 855 West Baseline Road Rialto, CA 92376 USA	
Reason for Trip / Summary: Inspect Multiblock Underdrains				
Plant Information				
Avg. Flow:		Application:		Budget Cycle:
Peak Flow:		Process:		Equipment:
Contacts				
Title	Name	Company	Phone #	Email
T-5 Senior Water Treatment Plant Operator	Ernie Montelongo	WVWD	(909) 543-8549	emontelongo@wvwd.org
Contractor	Nik Radonich	ERS Industrial	(510) 552-3285	nik@ersfilter.com
Trip Details				
Punch List Items				
Follow Up Trip Required? No		If yes, Why:		
Daily Trip Notes				
<p>Steve Wallace and I visited the two (2) Trident units at WVWD that treat the effluent from the Perchlorate removal Envirogen units. The plant has observed silicone strips on the media and in the wash troughs, elevated differential pressure after a filter backwash (backwash at 8ft differential and it only drops to 5-6 ft after backwash), cracking and sink holes in the media, and media in the clear well. The plant hired ERS to remove the media in the two (2) Trident tanks for inspection of the underdrains.</p> <p>It appears that the direct media retention laser shields have been compromised. The laser shields have deflected from the plastic blocks and allowed media to get inside the blocks. The silicone strips between the blocks and laser shield have blown out. The tank walls have deflected to allow some media to fill a gap between the lateral end caps and the tank wall. There is a gap between the filter tank wall and the AC tank wall. The plant has inspected the weep hole between the 2 tanks walls and did not observe any water in that gap.</p> <p>The grout between the blocks appears to be in good shape. The blocks do have some media inside them</p>				

## Trip Report

Sales, Shows, Pre-Engineering and other Non-Field Service Trips

- verified by a wire going through the blocks after the shield was removed. This media is in the secondary lateral of the block.

The plant had observed some splashing in the AC section of the Trident and wanted to inspect the air lines for cracks or plugging.

Based on these observations and past experiences, WesTech offers 2 different options to get these units back in operation.

**Option 1 - Reuse Existing Blocks**

1. Remove all laser shields and silicone strips from the blocks. Clean surface of blocks to remove any media, silicone residual, etc.
2. Remove grout from the ends of the laterals at the interface of the tank wall (the grout fillets that separated from the tank wall). Clean all removed grout
3. Re-grout this fillet to close the gap between the laterals and the tank wall. Clean up excess grout.
4. Fill the filter tank with water and allow water to flush through the blocks and out of the filter to waste line. If access is possible, try to quantify the amount of material/media leaving the filter. Attempt this drain/flush 3 times and determine if the media exiting the filter to waste becomes less and less.
5. Use the wire to determine the amount of media still inside the secondary laterals of the blocks. WesTech recommends reusing these blocks if the media inside the blocks is 1" or less.
6. A gravel layer (reverse graded gravel) will be added on top of the blocks to replace the function of the laser shields - media retention. Add existing filter media on top of gravel layer OR add new filter media. We are still evaluating the sample of media and will make a recommendation next week.
7. Air can still be sent through the existing blocks and through the gravel layer to scour the media during a backwash. The backwash sequence MUST be modified to remove the simultaneous air/low rate water step in the freeboard fill phase.
8. Remove AC media and inspect the air header for cracks or plugging. Inspect water distribution piping for cracking or excess AC media. Inspect tank walls and welds.
9. Re-coat tanks as desired by the plant
10. Please send WesTech an AC media sample for inspection, but most likely the AC media will be reused.

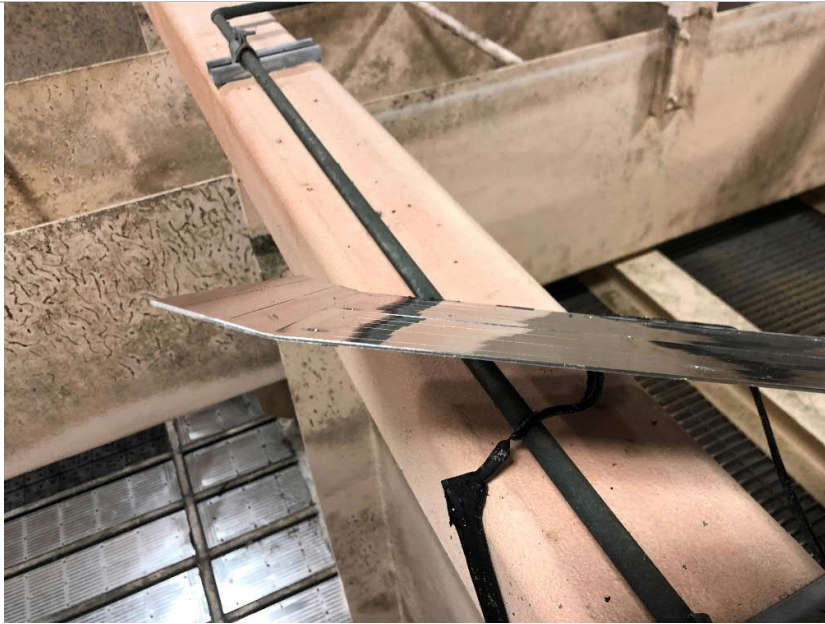
**Option 2 - Remove Blocks and install header and lateral design**

1. Remove all blocks and concrete from tank.
2. Add new header and lateral system with concrete, gravel, and media.
3. Re-coat tanks as desired by plant

Trip Report

Sales, Shows, Pre-Engineering and other Non-Field Service Trips

---



Laser shield buckled at ends and silicone strips blown out



Grout between blocks appears to be in good condition

## Trip Report

Sales, Shows, Pre-Engineering and other Non-Field Service Trips

---



Gap between end of underdrain laterals and tank wall near AC section of Trident



Underdrain block with laser shield taken off. These holes allow some inspection of media in the blocks by inserting a wire through the holes into the secondary lateral of the blocks.



Trip Report

Sales, Shows, Pre-Engineering and other Non-Field Service Trips

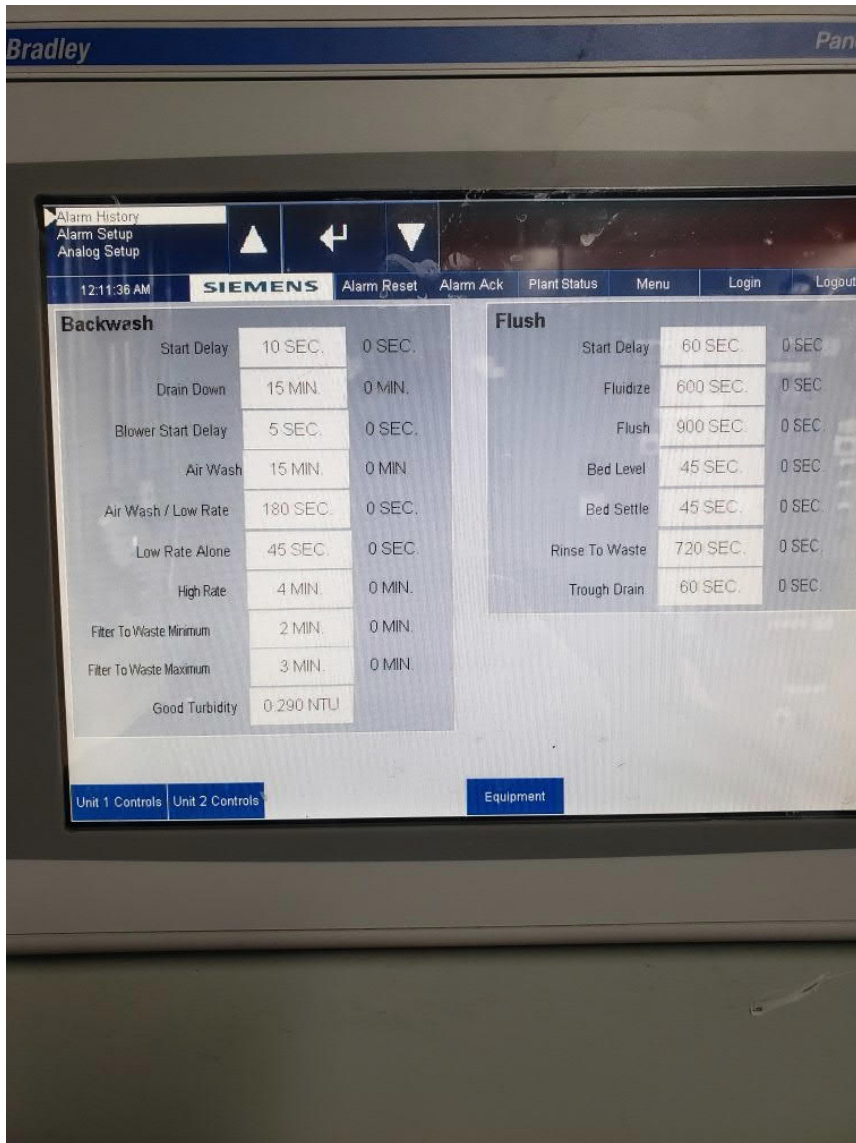
---



Example of the need for re-coating of tank interior. Near center flume of filter.

**Trip Report**

Sales, Shows, Pre-Engineering and other Non-Field Service Trips



Backwash sequence. The 180 sec Air wash/Low rate phase will need to be eliminated if blocks are reused with gravel layer. The high rate 4 Min phase may need to be adjusted based on developing a wash out curve (sample backwash water every minute and test for turbidity) If turbidity is still elevated after 4 Min, this high rate water may need to be extended. We normally see a 7 Min high rate water step.

# EXHIBIT B



February 5, 2020

Ernie Montelongo  
West Valley Water District  
PO Box 920  
Rialto, CA 92337

**QUOTE #:** WVV013120R1-1QIC

**PHONE #:** 909-874-1323

**EMAIL ADDRESS:** emontelongo@wvwd.org

Dear Ernie Montelongo:

ERS is pleased to submit its Turnkey proposal Change order to Contract 20-0459 to Re-Design and Rehabilitate (2) Microfloc Filter underdrains including prep and coatings of the Lower 30" of the filter basins only, after demolition of existing plastic block system at the water treatment plant located in Rialto, CA.

Quote is based on working on (2) filters at the same time.

#### Scope of Supply

- Removal, packaging, and storage of clarifier media for reuse
- Complete demolition of existing filter underdrain system
- Design, Fabricate and supply new underdrain system using a standard 316 Stainless-Steel Lateral underdrain system and gravel pack.
- Design, Fabricate and install Air Scour system to work above filter gravel pack.
- Coatings – Filter Interior Lower 30" only.
  - Full containment, environmental control, and protection of underdrains throughout the coatings process
  - Surface preparation of steel substrate in accordance with SSPC-SP 10/NACE 2: Near-White Metal Blast Cleaning @ 3-5 mil profile lower 24" Scuff sand 6" of original coatings for tie in
  - Plural spray application (one coat) of 100% Solids SherPlate PW Epoxy (White) @ 40-50 mil DFT 30" from floor
  - Holiday detection and inspection in accordance with SSPC-PA 2
- Coatings – Filter Exterior:
  - None
- Installation of new filter media per design (Media loading is part of original contract and not part of this scope) and reinstallation of existing clarifier media with new gaskets for screens

Baffle wall will be repaired on a separate quote after underdrains have been removed  
Clarifier nozzles and piping will be repaired on a separate quote.

*ERS will require a media sample for Disposal Testing prior to scheduling the project\*.  
ERS will also repair or replace existing underdrains as needed, on a time and materials basis\*\*.*



INDUSTRIAL SERVICES, INC.

*\*Disposal testing and transport to be executed in compliance with RCRA Subtitles C & D*

*\*\*Price does not include bonding*

### **Standard Provisions**

1. Qualified manpower:
  - a. Onsite Supervisor/Environmental Technician/Hole Watch
  - b. Certifications in Forklift/Reach Lift, Crane Operator, Confined Space & Rescue, and First Aid/CPR/AED
2. Equipment and PPE:
  - a. High-power industrial vacuum system
  - b. Ventilation fan for air circulation
  - c. Four gas monitors for pre-entry and continuous LEL testing
  - d. Air-purifying respirators (supplied air respirators available if required)
3. Safety Regulations:
  - a. Confined Space:
    - I. Tripod/winch for emergency evacuation
    - II. Fall arrest harnesses with safety lanyards for all men
    - III. Permit-required confined space entry permits as applicable
    - IV. Daily monitoring log
  - b. 2-Way radios for communication with in-tank personnel
  - c. Cellular phone as an emergency response tool
4. New media as follows:
  - a. Filter Gravel
  - b. Filter Garnet
  - c. Filter Sand
  - d. Filter Anthracite

### **Additional Coatings Provisions**

1. Quality Control:
  - a. NACE Coating Inspector – Certified to be onsite for duration of coatings phase in order to:
    - I. Perform and document hold-point inspections in accordance with specifications
    - II. Provide final inspection and approval of coatings application
    - III. Produce Daily Inspection Reports confirming coatings operations are in conformance with applicable standards
2. Equipment and PPE:
  - a. Environmentally controlled trailer with heated plural component spray equipment and specialized equipment technician
  - b. 24 hour continuous environmental control with dehumidification and monitoring of blasting and coating area



**PRICING: \$716,330.00**

**Quote Valid for 45 days**

**Our time and materials work is billed at \$195.00 per man-hour, straight time, plus materials with a 25% margin. Price includes all applicable sales tax.**

Please feel free to call me should you need further information or any clarification. My cell phone is (510) 552-3285; office is (510) 770-0202.

Sincerely,

Nik Radonich  
Sales-Engineer

Dear Customer,

Upon acceptance of this Quotation, please complete the attached *Project Information Sheet* and return a signed copy of the entire Quotation Package via fax or e-mail to:

F: (510) 770-3024

E: [kbyers@ersfilter.com](mailto:kbyers@ersfilter.com)

***ERS Industrial Services, Inc.***  
***General Engineering Contractor – Class A***  
***Painting and Decorating Contractor – Class C33***  
***CSLB License #724233***  
***Registered DIR Public Works Contractor***  
***PCWR #1000003275***

**WE THANK YOU FOR YOUR BUSINESS!**



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** CONSIDER REPAIRING RESERVOIR 3-A-1 JOINTS FROM RSH CONSTRUCTION SERVICES

---

**BACKGROUND:**

Reservoir 3-A-1 located at 855 West Base Line Road in Rialto has been in operations since 1972. The 46-year roof was replaced in 2019. Prior to placing the 2-million-gallon concrete reservoir back in service, new caulking would need to be applied to all joints and reservoir would need to be cleaned and disinfected. The caulking should be replaced every 20 years. It appears that the caulking has never been replaced in this reservoir. If the reservoir joints are not caulked, the anticipated leakage rate is approximately 30 gallons a minute from leaky joints.

**DISCUSSION:**

RSH Construction Services inspected the reservoir on January 15, 2020 and submitted a quote for the joint repairs. Attached as **Exhibit A** is the Inspection Report. The scope of work consists of pressure washing the interior of the tank to clean off any existing debris, removing approximately 2,200 linear feet of existing joint filler from the interior of the tank, applying 2,200 linear feet of new filler approximately 50 mils or 0.05 inch in thickness of CIM 1060 to all joints, and cleaning and disinfecting the reservoir. CIM 1060 is a liquid applied urethane coating that is ANSI/NSF 61 approved for potable water, excellent wear and abrasion resistance, cures in hours to form a tough elastomeric coating, and ideal for caulking concrete reservoirs.

In addition to RSH's quote, District staff solicited additional quotes. Kitson Contracting Inc. submitted a quote for joint repairs but not final cleaning and disinfecting the reservoir. DN Tanks declined the project due to lack of capacity to take on the project. The quotes are summarized below:

Scope of Work	RSH Construction Services	Kitson Contracting Inc.	DN Tanks
Removal and reinstallation of joint filler	<b>Yes</b>	Yes	No
Clean and disinfect the interior of the tank	<b>Yes</b>	No	No
Total Price	<b>\$37,000</b>	\$98,800	Declined

**FISCAL IMPACT:**

Projects of this type were anticipated in the Fiscal Year 2019/20 Capital Budget and will be funded from project number W20015 titled “Annual R/R – Well and Pumping Equipment” with a budget of \$100,000.

The District has complied with the District’s purchasing policy regarding this item.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve the Reservoir 3-A-1 Joint Repair project in the amount of \$37,000 and have the General Manager issue a purchase order to RSH Construction Services.

Respectfully Submitted,



---

Clarence Mansell Jr, General Manager

CM:jc

**ATTACHMENT(S):**

1. Exhibit A - Inspection Report
2. Exhibit B - Quotes

**MEETING HISTORY:**

02/12/20      Engineering and Planning Committee REFERRED TO BOARD



# EXHIBIT A

# INSPECTION REPORT

## 2.0 Million Gallon Reinforced Concrete Tank

### Rialto, CA

On January 15, 2020 a cursory inspection was conducted on a 2.0-million-gallon concrete water storage reservoir located in Rialto, CA. The inspection was performed by Mr. Mark Moore of RSH Construction, also present from the West Valley Water District was Mr. Joe Schaack. The tank measures 146' 9" x 125' on the exterior.

The purpose of the inspection was based on concerns expressed from the Owner regarding the structural integrity of the referenced reservoir. Potential structural issues with the roof was raised during a previous exterior inspection. The Owner wanted to determine if the tank would require rehabilitation in order to provide the City another 10 years of service life. The tank is located at West Valley Water Districts corporate yard located at 855 W Base Line Rd in Rialto, CA.

According to plans provided by the Client, the tanks engineer of record was Neste, Brudin & Stone located at the time in San Bernardino, CA. The firm eventually moved to San Diego and became NBS/Lowry until their closing in 2000. According to information provided, the tank was designed in 1972. It is assumed that the tank construction was completed in 1973 making the tank 47 years old.

#### **Reservoir Overview**

The structure sits within the owners gated yard and is partially buried approximately 11' by the drawings. The tank is a reinforced concrete structure, with a rectangular footprint incorporating 11'-8" vertical walls. The wall sits on a "wall footing" which is 1' thick, and 2-9" wide. According to the Owners Drawings, the wall footing to vertical wall connection is a fixed, keyed connection and incorporates a 4" water-stop. This type of water stop used had virtually no ability to stop leaks at the joint due to the technology used during this period as they were smooth plastic or metal and they were placed in vibrated concrete with would allow water to pass between the non-binding

surfaces once the caulking wore off. Today's water-stop technology would utilize a 6" minimum with several ridges on both sides to create a labyrinth for the water to go through before allowing water to reach the subgrade under hydrostatic load, regardless if the caulking failed. The caulking should be replaced every 20 years, it appears that the caulking has never been replaced in this tank.

The tank floor has a flat area as well as a horizontal area (Hopper Bottom). The slope floor is 10'-9" on a 2 to 1 slope below the vertical parapet wall. The total depth of the reservoir would be just shy of 18' deep'.

According to the drawings supplied by the owner, the roof was designed as a T-beam sectional roof system supported by 6 concrete columns down the center of the long axis of the tank. Two of the shorter columns are built into the North and South wall and sit above the sloped wall, the other four 18' square columns have footings below the 6" concrete slab on a 10' square slab 18" thick.

There are 18 double T-beam extending from the East /West walls to the column supported beam down the middle for a total of 36 beams approximately 63' in length each. The Pre-stressed T-beams are supported in place by a concrete girder that runs down the center of the tank in the North/South direction supported by the columns.

According to the owner, the tank is rarely taken out of service and the tank has been in operation virtually maintenance free since the tank was constructed and put into service. The tank has a ladder with no cage, as well as 24" x 26" access hatch. There is also a 3' x 3' service hatch. According to the Owner the cracks on the East and North walls show moisture when the tank is full.

### **Exterior Wall**

The exterior wall above grade was inspected. The south wall has a tremendous amounts of plastic shrinkage cracks. Though unsightly, these cracks pose no structural issues. They were most likely created when the concrete was poured in either high heat or humidity causing the concrete to excessively bleed excessive moisture before any proper curing could take place. The North and East walls both have cracks that can be seen through the paint and are active leaks.

### **Exterior Roof**

The roof is now covered by a coated roofing system. The prestressed concrete T-beams have been bonded together in a manner that this inspector could not see. The roof had been the reason for the tank being taken out of service as the corrosion on the connections between the beams was excessive and exterior weather was able to penetrate between the T-beams causing water quality issues inside the tank. The tank was originally utilizing a roof tar paper system that had completely failed.

### **Interior Roof**

The interior roof was visually inspected from the floor elevation. From my observations the roof appeared to be structurally sound. There are many areas where the caulking rope that separated each T-beam could be seen hanging down from the roof. Many pieces of the lightweight concrete could be found broken on the floor.

### **Columns**

The columns appeared to be in good condition. The girder supporting the roof also looked in good condition. The floor joints could be a source of leakage.

### **Interior Wall**

The interior walls appear to be in fair condition with heavy cracking vertically every 5-8 feet. Some of these cracks have homogeneously sealed themselves by the free lime in the cement passing thru the crack and sealing the void. The cracks on the parapet wall on the East and North sides should be sealed to stop the moisture passing thru the wall, likely corroding the rebar inside the wall. It appears that all these areas have been previously patched either after construction to repair the defects, or a diver cleaning the tank patched them. Either way, the patches have all failed.

### **Sloped Wall/Floor**

The sloped wall sections did not show any typical cracks that we normally see with sloped floors. The area was sounded using a steel chain to determine if there were any hollow areas under the 6" sloped floor. None were detected. The caulking needs to be replaced between the vertical wall and the top of the sloped wall as well as the vertical joints on each side of the section. There are concrete

stairs near the ladder that are in good condition. The concrete has lost the finish layer (top 1/16<sup>th</sup> of an inch) and the concrete shows the aggregate. If this tank was expected to be in service more than 10 years, I would recommend the entire sloped wall and floor receive a coating. There is a discoloration on the floor that might just be dirt.

### **Horizontal Floor**

The area was sounded using a steel chain to determine if there were any hollow areas under the 6" flat floor. None were detected. The caulking needs to be replaced between the floor sections. There is standing water in many sections of the floor, but it did not impede the inspection. There is a major crack below the drainpipe that has a large separation. This is typically found when there are sump areas inside a concrete tank. This leak would go undetected as the subbase will absorb as much as the leak will allow. I have seen cracks this size produces a high amount of water released each day if left unchecked. The caulking needs to be replaced between the floor panels. There is a hole on the West side that looks like a drill bit was used. This spot must be patched. There are spots on the Norther section that looks like someone had placed a patch of an elastomeric.

### **Appurtenances**

The interior ladder is in good condition but does not incorporated the use of a safety climb system. The first rung below the hatch is difficult to maneuver and a ladder that extends from the wall should be designed to not allow an accident that would allow an 8' fall to the concrete landing below.

The tank is vented by four windows spread over the East and West wall. The screens are clogged with soot and need to be cleaned.

The overflow pipe is severely corroded and needs to be sand blasted and coated with an epoxy. There is a chance that the pipe might not survive the rehab as we have seen the pipe fail from the excessive corrosion.

### Recommendations

The following recommendations are provided for your use:

The Rialto 2 MG reservoir appears to be in good condition for a tank over 45 years of age. The following recommendations are based on our experience as a specialist in the concrete tank industry. Please keep in mind that the tank will not meet current codes for seismic. To bring this tank up to code, a new tank would be less expensive than a seismic upgrade. The sloped walls inside the tank make a widening of the wall to handle the seismic load difficult to design. Only a company that specializes in concrete tank restoration should conduct this work. I would be happy to give you recommendations upon request.

- The joints require a new caulking. As the material in place is rock hard, the best way to accomplish this is to create an external water stop using an elastomeric with expansion capabilities over 250%. A fabric scrim will be used between the 2 coats. An 8" wide external water stops over the floor and wall joints and a 1' wide strip over the wall/sloped floor transition as well as the slope floor to flat floor should suffice.
- The tank requires a good thorough cleaning.
- The Vents need to be cleaned and possibly replaced
- The interior overflow pipe should receive proper preparation and re-coating of an NSF approved epoxy.
- The ladder should be replaced with one that extends from the exterior wall so that tank entry is safely done.
- The spots on the interior vertical wall should receive a 4" elastomeric coating without the scrim.
- Each column should have an elastomeric 4" coating around the parameter joint.

- Pictures are all on a separate disk

Thank you,

Mark Moore

RSH Construction

A Division of Associated Construction and Engineering

619-838-9349 Cell

[mmoore@a-c-e-inc.com](mailto:mmoore@a-c-e-inc.com)

# EXHIBIT B





**Project:** Rialto, CA Joint Replacement

**Date:** 01-28-2020

**Attention:**

RSH Construction Service (RSH) is pleased to submit our pricing for the West Valley Water District Joint Replacement Project

Item	Item Description	Qty	Units	Unit Price	Total
1	Mobilization	1	EA	\$2,000	\$2,000
Option 1	Removal and Re-Installation of Joint Filler (Non-Asbestos)	2200	LF	\$35,000	\$35,000
Option 2	Coating/Sealing of Filer Joints with CIM 1061.	2200	LF	\$47,000	\$47,000

**Total Price**

**Option 1** **\$37,000**

**Option 2** **\$49,000**

**Scope of Work-**

1. RSH will pressure wash the interior of the tank to clean off any existing debris.
2. RSH will provide all labor, equipment, and materials to remove approximately 2200 LF of existing joint filler from the interior of the tank. RSH will use pressure washer and mechanical tooling to remove the existing filler. We will clean the substrate and apply new filler.
3. RSH will provide all labor, equipment, and materials to clean and prep all areas 1' out from the corner joints, and 6" out from control, expansion, and column joints. We will then apply 50-60 mils of CIM 1061 to all joints.
4. RSH will washdown and disinfect the interior of the tank once repairs have been made.

**Exclusions-**

- Site survey, inspections, concrete testing
- On site project management, safety, and QA.
- Export of spoils, import
- Overtime, weekend, or holiday work
- 1 mobilization included; additional mobilizations charged at \$2,000 each



CANYON SPRINGS ENTERPRISES  
DBA RSH CONSTRUCTION SERVICES

CANYON SPRINGS ENTERPRISES  
DBA RSH CONSTRUCTION  
License No.: 806747

3883 Wentworth Drive • Hemet, CA 92545  
P.O. Box 2810 • Hemet, CA 92546  
Phone: (951) 925-2288 • Fax: (951) 925-1288

2.8.b

- Construction water source
- Lock out tag out of all utilities
- Permits
- Fire protection
- Removal, handling, storing, or disposal of hazardous materials
- All items not specifically included in RSH scope of work

Please contact the undersigned if you have any questions or require additional information.

Sincerely,

Eric Jerabek  
Estimating

**Joanne Chan**

---

**From:** Joe Schaack  
**Sent:** Thursday, February 6, 2020 9:05 AM  
**To:** Joanne Chan  
**Subject:** FW: Re-sealing of joints in concrete reservoir.

**From:** John Kitson [mailto:jkitson@kitsoncontracting.com]  
**Sent:** Tuesday, February 4, 2020 11:20 AM  
**To:** Joe Schaack <jschaack@wvwd.org>  
**Subject:** Re: Re-sealing of joints in concrete reservoir.

Joe, we recently finished a very similar job in Altadena.  
Remove/replace approx (NTE) 2200 LF sealant in water tank. Remove debris.  
Materials: SIKA 2C, backerrod  
Exclusions: no cleaning, water blasting, disinfecting of tank, any engineering testing or reporting.  
Estimated cost, conditions to be verified before signing contract or Purchase Order.  
**\$98,800.00**

John Kitson  
Kitson Contracting Inc.  
Office 626-441-2302  
Cell 626-840-2107  
Fax 626-441-2381  
Please visit our website  
[www.kitsoncontracting.com](http://www.kitsoncontracting.com)

On Feb 4, 2020, at 9:58 AM, Joe Schaack <[jschaack@wvwd.org](mailto:jschaack@wvwd.org)> wrote:

Hello John,

As we discussed, here is a description of the work we would like a quote on and some pics of the interior of the reservoir.

1. Contractor will provide all labor, equipment, and materials to remove approximately 2200 LF of existing joint filler and misc. debris from the interior of the tank. Contractor will use pressure washer and mechanical tooling to remove the existing filler. Contractor will clean the substrate and apply new filler.
2. Contractor will provide all labor, equipment, and materials to ensure that entry into reservoir complies with OSHA confined space regulations.
3. Contractor will ensure all debris is removed then wash down and disinfect the interior of the tank once repairs have been made.

**Joanne Chan**

---

**To:** Joe Schaack  
**Subject:** RE: Quote for re-sealing concrete reservoir.

---

**From:** Ford, Matt [<mailto:Matt.Ford@dntanks.com>]  
**Sent:** Wednesday, February 5, 2020 8:22 PM  
**To:** Joe Schaack <[jschaack@wvwd.org](mailto:jschaack@wvwd.org)>  
**Subject:** RE: Quote for re-sealing concrete reservoir.

Hi Joe,

I hope you got my voicemail earlier today. As I mentioned in the voicemail, we don't have capacity to take on a joint sealant project right now, but we appreciate you and Mark reaching out to us.

Thanks,  
Matt

**Matthew Ford, P.E.** | Regional Manager, *CTS Western Region*  
**DN TANKS | Concrete Tank Services**  
P.O. Box 696, El Cajon, CA 92022-0696  
Main Office 619.440.8181  
Direct 619.270.4546 | Cell 781.457.8640 | Fax 619.440.8653  
[www.dntanks.com](http://www.dntanks.com)

---

**From:** Joe Schaack <[jschaack@wvwd.org](mailto:jschaack@wvwd.org)>  
**Sent:** Wednesday, February 5, 2020 10:34 AM  
**To:** Ford, Matt <[Matt.Ford@dntanks.com](mailto:Matt.Ford@dntanks.com)>  
**Subject:** Quote for re-sealing concrete reservoir.

**This message originated from outside DN Tanks**

---

Hello Matt,

Would there be any possibility of getting a quote from you today for re-sealing that 2.0 million gallon concrete reservoir? We're hoping to make a deadline to present it to our Board. This is the reservoir Mark sent you the report on.

Thank you,

Joe Schaack  
Production Supervisor  
West Valley Water District  
Office: (909) 875-1804 Ext. 359  
Cell: (909) 936-4584



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** AUTHORIZATION TO APPROVE CHANGE ORDER NO. 2 WITH  
 MERLIN JOHNSON CONSTRUCTION, INC. FOR WELL 41 ION  
 EXCHANGE TREATMENT PROJECT PRE-FILTER INSTALLATION

---

**BACKGROUND:**

At the March 9, 2019 Mid-Year Budget Workshop and Water Reliability Workshop, West Valley Water District (“District”) staff reported on the status of the system and pointed out a potential for not having adequate water supply to meet the high water summer demands. To address this issue, District staff has embarked upon a Water Reliability Improvement Program.

On April 6, 2019, the Board of Directors authorized the General Manager to issue emergency contracts to approved vendors not to exceed \$335,000.00 in total without prior approval of the Board. The contracts were to rehabilitate, lower and/or add treatment systems to wells that staff determined are in need of such services.

**DISCUSSION:**

On April 8, 2019, the District entered into an Agreement with Merlin Johnson Construction, Inc. for the Well 41 Ion Exchange Treatment Capital Improvement Project. The Well 41 Ion Exchange Treatment Project Pre-Filter Installation is a part of the Water Reliability Improvement Program. The project includes the installation of a new pre-filter NSF 61 certified (provided by others) for Well 41 ion exchange treatment which has been approved for use at the well by the State Water Resources Control Board, Division of Drinking Water (“DDW”). Merlin Johnson Construction, Inc. has submitted Change Order No. 2 attached as **Exhibit A** to cover the cost for the additional work.

**FISCAL IMPACT:**

This was a budgeted item in the Fiscal Year 2019/20 Capital Improvement Budget under the W19002 Well 41 Ion Exchange Treatment with a current budget of \$759,819.98.00. Change Order No. 2 will increase the contract amount by \$12,185.00 to \$192,914.00. Sufficient funds are available in the project budget to cover the cost of Change Order No. 2. A summary of the requested budget is as follows:

CIP FY 2019-2020 Project Name	Project Budget	Current Budget	Installation Cost	Remaining Budget
W19002 Well 41 Ion Exchange Treatment	\$970,785.00	\$759,819.98	\$12,185.00	\$747,634.98

**STAFF RECOMMENDATION:**

It is recommended that the Board of Directors authorize staff to approve Change Order No. 2 for the Well 41 Ion Exchange Treatment Capital Improvement Project Pre-Filter Installation in the amount of \$12,185.00 and authorize the General Manager to execute the necessary documents.

Respectfully Submitted,




---

Clarence Mansell Jr, General Manager

RMG:ce

**ATTACHMENT(S):**

1. Exhibit A - Merlin Johnson Construction, Inc. Change Order No. 2

# EXHIBIT A

**SECTION 2.11  
of  
PROCEDURAL DOCUMENTS**

**CHANGE ORDER**

**OWNER:** West Valley Water District

**CONTRACTOR:** Merlin Johnson Construction, Inc.  
P.O. Box 777  
Mentone, CA 92359

**PROJECT:** Well 41 Ion Exchange Vessels (#W19002)

Change Order No. 2 Agreement Date: April 8, 2019

Date: 02/20/2020 Sheet 1 of 2

The following changes are hereby made to the Contract Documents:

**I. EXTRA WORK**

	<u>ADD</u>	<u>DEDUCT</u>
1. Remove the existing pre-filter assembly, furnish & install a new NSF-61 pre-filter (provided by others) at Well 41 site and provide all needed bolts, nuts, gaskets, hold down bolts, 10-inch weld flanges, pipe, and touch up paint for the new installation	\$5,935.00	
2. Cut-in two (2) 10-inch butterfly valves into the existing manifold	\$6,250.00	
<b>Total, Item I</b>	<b>\$12,185.00</b>	
<b>TOTAL FOR CHANGE ORDER NO. 2</b>	<b>\$12,185.00</b>	

**II. CONTRACT TIME**

Increased 90 calendar days

**III. JUSTIFICATION:**



District requested to remove existing pre-filter and reconnect new NSF-61 pre-filter and install two (2) sets of butterfly valves that was not included in the original contract to complete the project.

**CHANGE TO CONTRACT PRICE:**

Original Contract Price	\$ <u>126,865.00</u>
Current Contract Price Adjusted by Previous Change Order(s)	\$ <u>53,864.00</u>
Contract Price Due to This Change Order will be Increased	\$ <u>12,185.00</u>
New Contract Price, including This Change Order	\$ <u>192,914.00</u>

**CHANGE TO CONTRACT TIME:**

Contract Time will be increased	<u>90</u> Working Days
Date of Completion of All Work	<u>June 30, 2020</u> (Date)

**REQUIRED APPROVALS:**

To be effective, this Change Order must be approved by the Owner, or as may otherwise be required by the Supplemental General Conditions.

_____ Requested By (Contractor)	_____ Date
_____ Recommended By (Project Manager)	_____ Date
_____ Recommended By (Asst. Gen. Manager)	_____ Date
_____ Accepted By (Owner)	_____ Date



License #467306  
P.O. Box 777 • Mentone, CA 92359  
(909) 794-7702 • Fax (909) 794-3653

## PROPOSAL REVISED

February 06, 2020

Rosa Gutierrez  
West Valley Water District  
P.O. Box 920  
Rialto, California 92377-0920

Re: Well 41 Filter

Rosa

Per our phone conversation I have worked up the cost to remove the existing filter assembly and install a new District furnished unit at well 41. The existing filter unit will be removed and placed as directed at the well 41 site. The new filter unit supplied by the District will be delivered by others to the site when needed. We will provide all needed bolts, nuts, gaskets, and hold down bolts for the new installation.

Furnish and install 10 inch weld flanges, and pipe to adjust existing piping to accommodate new filter lay length, and touch-up paint in areas where damaged by welding.

**THE TOTAL LUMP SUM COST FOR THE ABOVE WILL BE \$5,935.00**

Respectfully Submitted

Merlin Johnson  
President



License #467306  
 P.O. Box 777 • Mentone, CA 92359  
 (909) 794-7702 • Fax (909) 794-3653

## PROPOSAL

January 31, 2020

Rosa Gutierrez  
 West Valley Water District  
 P.O. Box 920  
 Rialto, California 92377-0920

Re: Well 41 Butterfly Valves on GAC

Rosa

The cost to "cut-in" two 10 inch Pratt Wafer Butterfly Valves into the existing manifold per our conversation yesterday will:

LUMP SUM	\$6250.00
----------	-----------

If you have any question or need additional information please give me a call.

Respectfully Submitted

Merlin Johnson  
 President



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** CONSIDER AN AGREEMENT WITH FIL-TREK CORPORATION FOR THE WELL 41 ION EXCHANGE TREATMENT PROJECT PRE-FILTER AND CARTRIDGES

---

**BACKGROUND:**

At the March 9, 2019 Mid-Year Budget Workshop and Water Reliability Workshop, West Valley Water District (“District”) staff reported on the status of the system and pointed out a potential for not having adequate water supply to meet the high water summer demands. To address this issue, District staff has embarked upon a Water Reliability Improvement Program.

On April 6, 2019, the Board of Directors authorized the General Manager to issue emergency contracts to approved vendors not to exceed \$335,000.00 in total without prior approval of the Board. The contracts were to rehabilitate, lower and/or add treatment systems to wells that staff determined are in need of such services.

The Well 41 Ion Exchange Treatment Project Pre-Filter and Cartridges is a part of the Water Reliability Improvement Program. The project includes the purchase of a pre-filter and cartridges for Well 41 ion exchange treatment which has been approved for use at the well by the State Water Resources Control Board, Division of Drinking Water (“DDW”).

**DISCUSSION:**

The ion exchange vessels and pre-filter were transferred from Zone 2-3 ion exchange system to Well 41. This well can be used to supply water to Zone 2 and can supply an average of 2,215 GPM when operational. A permit amendment has been approved by the DDW to utilize the ion exchange vessels at Well 41 for perchlorate removal. The existing pre-filter needs to be replaced with a new pre-filter NSF 61 certified. Three (3) firms were asked to submit a quote for the Well 41 Ion Exchange Treatment Project Pre-Filter and Cartridges – Fil-Trek Corporation (“Fil-Trek”), Valin Corporation (“Valin”), and Evoqua Water Technologies (“Evoqua”).

The three (3) quotes are summarized below:

<b>Firm</b>	<b>Quote</b>	<b>Delivery Date</b>
Fil-Trek	\$23,699.02	8 weeks
Valin	\$32,319.63	8-10 weeks
Evoqua	\$68,975.00	2-3 weeks

Based on the results, Fil-Trek was determined to provide the best value for the District's needs. Attached as **Exhibit A** is the quote submitted by Fil-Trek.

**FISCAL IMPACT:**

This was a budgeted item in the Fiscal Year 2019/20 Capital Improvement Budget under the W19002 Well 41 Ion Exchange Treatment with a current budget of \$783,519.00. Sufficient funds are available in the project budget to cover the cost. A summary of the requested budget is as follows:

CIP FY 2019-2020 Project Name	Project Budget	Current Budget	Pre-Filter & Cartridges Cost	Remaining Budget
W19002 Well 41 Ion Exchange Treatment	\$970,785.00	\$783,519.00	\$23,699.02	\$759,819.98

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors authorize staff to approve an Agreement with Fil-Trek for the Well 41 Ion Exchange Treatment Project Pre-Filter and Cartridges in the amount of \$23,699.02 and authorize the General Manager to execute the necessary documents.

Respectfully Submitted,




---

Clarence Mansell Jr, General Manager

RMG:ce

**ATTACHMENT(S):**

1. Exhibit A - Fil-Trek Proposal

# EXHIBIT A



**QUOTE NUMBER: F-191023-24-R2 Quote Full**

**Name** Anthony Budicin ☒  
**Customer** West Valley Water District  
**Phone Number** (909) 875-1804  
**Email** [abudicin@wwvd.org](mailto:abudicin@wwvd.org)

**Revision** 2  
**Date** February-06-20

**Fil-Trek cost estimate Number**

<b>PROCESS DATA</b>					
<i>Fluid/Gas Filtered:</i>	water			<i>Qty:</i>	1
<i>Flow Rate:</i>	2215	USGPM		<i>Tag:</i>	
<i>Micron Rating:</i>					
<i>Viscosity:</i>		cP			
<i>Operating Pressure:</i>		PSI			
<i>Operating Temperature:</i>		°F			
<i>Design Pressure (MAWP):</i>	150	PSI		<i>MDMT (min temp):</i>	-50 °F
<i>t Pressure MAWP x 1.30</i>	400	PSI		<i>MAWP (external):</i>	FV PSI
<i>Design Temperature:</i>		°F		vessel rated to full vacuum at MAEWP	
<i>Corrosion Allowance:</i>		in			
<i>Volume / Capacity:</i>		FT3		<i>Jacket MAWP:</i>	PSI
<i>Density:</i>		lb/ft3			

<b>DESIGN DATA</b>							
<i>Family:</i>	UFV						
<i>Model:</i>	S4UFV34-13-40-10F-150						
<i>Orientation:</i>	Vertical						
<i>Drawing Number:</i>	001011-00066						
<i>Type of Housing:</i>	Ultra Flow (high flow) filter housing / ASME stamped						
<i>Number of Filters:</i>	13						
<i>Description of Filters:</i>	6"OD x 40"long Ultra Flow Cartridge (inside/out flow)						
<i>Body Material:</i>	Stainless Steel 304/L - PREN 14						
<i>External welded attach:</i>	Stainless Steel 304/L - PREN 14						
<i>Closure Gasket:</i>	Buna N						
<i>Closure Style:</i>	Swing bolt closure - Eye bolts with hex nuts - CS yellow zinc plated						
<i>Internals / Filter Support:</i>	SS316 Support Cage (Ultra Flow)						
<i>Coverlift:</i>	Mechanical Davit with handwheel						
<i>Inlet (N1):</i>	(1)	10	inch	150	lb	RFSO	Flange
<i>Outlet (N2):</i>	(1)	10	inch	150	lb	RFSO	Flange
<i>Pressure Gauge Ports (N3):</i>	(2)	0.5	inch	3000	lb	NPT	Coupling
<i>Vent (N4):</i>	(1)	0.5	inch	3000	lb	NPT	Coupling
<i>Clean Drain (N5):</i>	(1)	2	inch	3000	lb	NPT	Coupling
<i>Dirty Drain (N6):</i>	(1)	0.5	inch	3000	lb	NPT	Coupling
<i>(N7):</i>							
<i>(N8):</i>							
<i>(N9):</i>							

**Note:** Nozzles attached to the vessel shall not be used to support pipe spools or other pipeline equipment. When required, Fil-Trek will provide the maximum allowable nozzle loadings after the vessel design is completed. This RFQ will take exception to nozzle loading specifications exceeding the maximum allowable nozzle loadings as defined above, it is the clients responsibility to properly support inline piping.



**QUOTE NUMBER: F-191023-24-R2 Quote Full**

**QA / CERTIFICATION / NDE**

<i>Design Standard:</i>	ASME SEC VIII DIV I (U stamped)	<i>PWHT:</i>	
<i>CRN Required:</i>	No	<i>Other NDE:</i>	none
<i>CRN Province:</i>		<i>Other NDE:</i>	none
<i>Radiography:</i>	none	<i>Other NDE:</i>	none

*NDE Special Requirements*  
Material Restrictions:

**FINISHING**

	Interior Finish	Exterior Finish
Step 1	Bead blast sspc-sp6 using glass beads (no paint)	Bead blast sspc-sp6 using glass beads (no paint)
Step 2		
Step 3	None	None

**Finishing Notes**

**SCOPE OF SUPPLY**

Max flow per cartridge = 175 gpm  
Housing to be NSF 61 certified per the cost adder below.

Total price of housing, NSF, 5 and 20 micron filters (QTY:13 each) =

**\$23 699.02 USD**

**COMMERCIAL**

*Terms:* 100% net 30 days subject to approved credit check

*EX works:* Fil-Trek (Cambridge Ontario)    *Validity:* 10 Days    *LC Required:* No

*Unit Price (each) :*    **\$15,800.00    USD**  
*NSF PRICE (LOT):*    **\$300.00    USD**

Additional Fees	
Certified Documents	\$250 USD
Paying via Credit card	3% processing
Paying via wire transfer	\$50 wire transfer

**Approval Required: Yes**

**\*if approval is not required the housing will be manufactured in accordance with the drawing supplied with this quote\***  
**No approval drawings will be submitted after receipt of a PO**

**Lead Time: 8-10 Week(s)**

Please note that lead times may vary based on production volume at the time of order. It is suggested to check on lead times before placing an order.

**Process Warranty**    **Fil-Trek Corporation WILL NOT guarantee or warranty the filtration process requirement for this quotation if recommended filter elements are substituted with others.**





**QUOTE NUMBER: F-191023-24-R2 Quote Full**

**PROCESS INFORMATION**

Clean Differential pressure through housing:	1.90	psi	
Clean Differential pressure through filter:	0.55	psi	
Total Pressure drop:	2.45	psi	
Recommended Change Out:	15.00	psi	
Flux Rate:			gpm/ft2
Flow per 10" Equivalent:			gpm/10"equiv
Filtration Surface Area:			ft2
Basket Open Area:			ft2
Flow Direction:			
Efficiency:			

**FILTER INFORMATION**

	OPTION 1		OPTION 2		OPTION 3	
Filter Model Type:	Ultraflow NSF		Ultraflow NSF			
Filter Media:	polypropylene		polypropylene			
Micron Rating:	5		20			
Outside Diameter:	6	in	6	in		in
Length:	40	in	40	in		in
Filter Core:						
Filter End Caps:						
Filter O-Ring/Gasket:						

**FILTER COMMERCIAL**

	OPTION 1		OPTION 2		OPTION 3	
Filter part number:	UF-5-40-BN-61		UF-20-40-BN-61			
Filter price:	\$301.49	USD	\$283.05	USD		USD
Filter qty per housing:	13		13			
Total filter price per vessel:		USD		USD		USD
Cartridge box qty:	1		1			
Total filter price per box:	\$301.49	USD	\$283.05	USD	\$0.00	USD
Est # of boxes per vessel:	13		13		#DIV/0!	

**FILTERS SOLD IN BOX QUANTITY ONLY**

**CONTACT INFORMATION**

Quoted by: Armash Sahiran  
 Email address: [armash@fil-trek.com](mailto:armash@fil-trek.com)  
 Phone number: (519)623-7448 ext 122



**QUOTE NUMBER: F-191023-24-R2 Quote Full**

**TERMS AND CONDITIONS OF SALE**

**1. CONTRACT TERMS**

Only the terms and conditions set forth or incorporated herein shall be binding on Buyer and Seller. Acceptance of this Contract is expressly conditioned on acceptance of the terms and conditions contained herein and terms and conditions contained in any purchase order, or accompanying payment for delivery of the equipment specified herein, which are different from or in addition to these Terms and Conditions of Sale shall not be binding on Seller, whether or not they would materially alter this Contract, and Seller hereby objects thereto. Buyer shall be deemed to have accepted these terms and conditions by placement of a purchase order hereafter or by any other conduct indicating acceptance.

**2. PAYMENT**

Payment for products sold hereunder shall be made in accordance with these terms. All invoices are due and payable thirty (30) days from date of invoice or as may otherwise be quoted and time is of the essence with respect to payment hereunder. Amounts that are outstanding more than sixty (60) days from the date of invoice shall bear an interest rate of two percent (2%) per month (twenty four percent (24%) annually) until fully paid, including any interest payments thereon. Payment for the products furnished hereunder shall not be subject to offset or deduction by Buyer, unless such offset or deduction by Buyer is expressly accepted by Seller. Any sums that have been deducted by Buyer in violation of this paragraph shall be considered overdue and are subject to the above interest charge.

**3. PRICING**

All quotations furnished hereunder will retain a 10 day validity period however all prices for the products said hereunder will be billed at the Seller's prices in effect at the time of shipment and are subject to change without notice if necessary. All transportation charges are on the account of the Buyer unless otherwise previously agreed to. If rates of common and contract carriers are increased or decreased prior to shipment, prices of unshipped materials, goods or equipment which may have been ordered on a "delivered price" basis shall be increased accordingly.

**4. CONFORMANCE, INSPECTION**

The products furnished hereunder shall conform to Seller's standard manufacturing specifications, including any variations or classifications thereof. Seller reserves the right to change specifications at any time without incurring obligation for materials, goods and equipment previously and subsequently sold. The Buyer shall inspect the products immediately on the arrival thereof, and shall within fourteen (14) days after arrival give written notice to the Seller of any matter by reason whereof it may allege that the products are not in accordance with the contract. If the Buyer shall fail to give such notice, the goods, materials and equipment shall be deemed to be in all respects in accordance with the contract, and the Buyer shall be bound to accept and pay for the same in accordance with contract terms. All goods, materials and equipment made to special specifications are deemed to be inspected and accepted before shipment is made, and may not be cancelled.

**QUOTE NUMBER IF-191023-24-R2 Quote Full**

**5. CHANGES**

Changes to the design, specifications, delivery schedule or shipping instructions of the equipment may be made upon execution by the Buyer and acceptance in writing by Seller of a Change Order, stating their agreement on (i) change in the specifications, designs, delivery schedule or shipping instructions for the equipment, (ii) an adjustment to the purchase price, or (iii) an adjustment in the Seller's period of performance. In the event Buyer has communicated changes to the Seller, Seller shall not be required to continue performance of the Contract and may cease work on the equipment until an acceptable change order has been issued by Buyer. This Contract may be cancelled by Buyer upon issuance of an executed Change Order and payment of reasonable cancellation charges which shall include all incurred costs on the completed work plus twenty five percent (25%) of the Contract Price.

**6. REPAIRS**

Any repairs or alterations made to goods shall void all warranties and be at the expense of Buyer unless specifically authorized in writing by Seller. In no event shall Seller accept back charges for unauthorized repairs or alterations.

**7. DELIVERY**

The scheduled dates for shipment are estimated based on production loading at the time of quotation and may be quoted as days or weeks after receipt of order. All delivery and installation dates are estimates only, and Seller shall not be liable for any damages relating to failure to ship the products as of a date certain. If Seller is delayed at any time by the acts or omissions of the Buyer, its agents, subcontractors or material suppliers, or by modifications of the Contract as specified in Section 5, or by causes beyond Seller's control including governmental acts, orders or regulations, strikes, civil disturbances or acts of God, then the period of performance shall automatically be extended by one day for each day in which Seller encountered such delay. Seller shall not be liable for any actual or consequential damages related to or arising out of said delay.

**8. PACKAGING**

All items sold hereunder shall be packed or crated and shipped in accordance with Seller's specifications. Any special packing, crating, shipping or unloading requirements of Buyer must be agreed upon by Seller in advance at additional cost. Weights listed, if any, are approximate.

**9. TRANSPORTATION**

The products shall be shipped EXW Seller's factory with freight routing at the discretion of the shipper unless otherwise quoted. Title and risks of loss shall pass upon delivery to the carrier at the EXW point. Buyer must make arrangements for the proper inspection of the equipment and subsequent claims (if any) for damage to the products against the shipping company. Seller is not responsible for the condition of the equipment once they leave Seller's factory. Any shortage must be noted in detail on the Bill of Lading.

**10. DEFAULT**

**QUOTE NUMBER IF-191023-24-R2 Quote Full**

If the Buyer fails to fulfill the terms of payment or if at any time the financial responsibility of the Buyer becomes impaired or unsatisfactory to the Seller, or, in the Seller's opinion, inadequate to meet to the obligations hereunder, the terms of credit may, at the Seller's option, be changed or withdrawn, and if withdrawn the Seller at its option may require cash or satisfactory security before making shipment or deliveries under this contract. Upon failure of the Buyer to pay any amount when due, the Seller may at its option, without prejudice to the other lawful remedies, suspend further shipments and deliveries under this agreement, and no forbearance, course of dealings, or prior payments shall affect this right of the Seller.

**11. TAXES, LAWS**

Unless expressly stated in Seller's invoice, the Purchase Price for the products furnished hereunder exclude all Federal, Provincial or local taxes. It is the Buyer's duty to ascertain that the equipment proposed by the Seller are in accordance with applicable local laws, statutes, ordinances and building codes (laws). Seller shall not be responsible for compliance of the equipment to such laws, but shall promptly notify the Buyer of any discrepancies that come to the Seller's attention between the specifications and laws.

**12. TYPOGRAPHICAL ERRORS**

Seller is not responsible for typographical errors made in any of its publications or for clerical errors made in preparation of quotations, sales orders or acknowledgments. All such errors are subject to correction.

**13. WARRANTY**

Fil-Trek warrants that the items sold hereunder shall be free from defects in material or workmanship for a period of 12 months AFTER START-UP or 18 months AFTER THE DATE OF SHIPMENT from Fil-Trek Corporation or one of its divisions, whichever comes first. This warranty comprises the sole and entire warranty pertaining to items provided hereunder. Fil-Trek makes no other warranties or representation with respect to the products furnished hereunder and disclaims all other warranties, express or implied, including warranties of merchantability and fitness for a particular purpose. All other warranties, including but not limited to, merchantability and fitness for purpose, whether express, implied or arising by operation of law, trade usage or of course dealing are hereby disclaimed. Notwithstanding the foregoing, there are no warranties whatsoever on items built or acquired wholly or partially, to buyers designs or specifications.

**WARRANTY IS VOID IF:**

- A. Equipment is subjected to misuse, improper installation, improper storage or protection prior to installation or use, negligence by buyer or user, accident, corrosion, chemical attack, or misapplication.
- B. Equipment has been modified or repaired by anyone other than Fil-Trek authorized personnel.
- C. The serial number on the system is missing, defaced, or modified in any manner.

**WARRANTY DOES NOT COVER:**

- A. Damage to the system due to parts of other manufacturers added to or connected to the product.
- B. Any costs incurred in shipping the product to Fil-Trek or a service center location
- C. Damage or improper operation of the product caused by customer abuse, negligence, or failure to follow operating instructions provided with the product.
- D. The compatibility or performance of any third party product used with or connected to the system.
- E. Any cosmetic damage to system caused by accident or customer abuse.

**LIMITATION OF REMEDY:**

Fil-Trek Corporation's liability arising from or in any way connected with the items sold or this contract shall be limited exclusively to repair or replacement of the items sold or refund of the purchase price by buyer, at Fil-Trek Corporation's sole option. In no event shall Fil-Trek Corporation be liable for any incidental, consequential or special damages of any kind or nature whatsoever, including but not limited to lost profits arising from or in any way connected with this agreement or items sold hereunder, whether alleged to arise from breach of contract, express or implied warranty or in tort, including without limitation, negligence, failure to warn or strict liability.

This warranty is void if any of the spare parts are not supplied by Fil-Trek Corporation or one of its divisions.

**QUOTE NUMBER IF-191023-24-R2 Quote Full**

**14. NONDISCLOSURE**

Neither party hereto shall disclose any information regarding any the subject matter hereof or proprietary technical information received from the other party, except to the extent that disclosure is required by law or is otherwise agreed to in writing by the parties.

**15. LIMITATIONS OF LIABILITY**

The above warranty shall constitute the Buyer's exclusive remedy with respect to the products furnished hereunder. Buyer understands and acknowledges that Seller shall not be liable for any special, consequential, punitive or incidental damages of any kind and regardless of the legal theory or causes of action by which claims for such damages are advanced, whether or not Seller has been advised of the possibility of such damages.

**16. ENTIRETY**

These terms and conditions together with the exhibits referenced and attached hereto embodies the entire understanding between Buyer and Seller and there are no agreements, understandings, conditions, warranties, or representations, oral or written, express or implied, with reference to the subject matter hereof which are not merged herein.

**17. MISCELLANEOUS**

This Contract may not be modified except in writing and signed by the parties' authorized representatives. Waiver of any of the provisions of the Contract shall not constitute a waiver of any other provision, nor shall such waiver constitute a continuing waiver, unless otherwise specifically provided. The terms of this Contract shall be interpreted in accordance with the procedural and substantive laws of the Province of Ontario, Canada, excluding its conflict of interest laws. It is agreed and understood that in no event will Seller be responsible for any field charges unless the same are approved in writing by Seller prior to their incurrence. It is agreed and understood that Seller is a supplier of goods, equipment and material, and that prices quoted do not include any installation or field service charges.

**DISCLAIMER**

The products illustrated on any and all of Fil-Trek Corporation literature and at [www.fil-trek.com](http://www.fil-trek.com) website reflect the design characteristics at time of printing or publishing. Contact Fil-Trek Corporation for certified prints with exact dimensions when required. Fil-Trek Corporation literature and information at [www.fil-trek.com](http://www.fil-trek.com) website is provided to assist the user in selection and application of Fil-Trek Corporation filtration equipment and parts. The technical data contained herein is a guide to the user of Fil-Trek Corporation products. The data contained herein is based upon tests and information believed to be reliable, but users should not rely upon it absolutely for specific applications. It is given and accepted at user's risk and confirmation of its validity and suitability in particular cases should be obtained independently. Fil-Trek Corporation makes no guarantee of results and assumes no obligation or liability in connection with this data. These publications are not to be taken as a license to operate under or recommendation to infringe any patents. Fil-Trek Corporation policy is one of continuous improvement and development. Fil-Trek Corporation reserves the right to change specifications and introduce improved designs without notice.



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** US BANK CREDIT CARD PROGRAM (CAL CARD)

---

**DISCUSSION:**

The District is considered a small governmental entity. Traditional bank issued credit card programs such as Bank of America have limited perks offered to the district because of our size. With the current BofA program, wait times can be in excess of 45 minutes for customer service, on-line capabilities are limited and we receive no rebate options.

The District would like to participate in a more robust credit card program offered by US bank called Cal Cards. It is specifically for governmental agencies. This program pools member agencies together resulting in increased benefits for all participants. This program would offer increased ease of administration and a rebate based on purchases. On-line capabilities are more comprehensive; receipts can be attached electronically as back up for purchases and approvals routed electronically. The Cal Card also more security to prevent fraudulent activities and is currently the card of choice for most governmental agencies in California.

The District also considered a credit card program offered by Chase. The program has a lower rebate percentage and a higher spend requirement to qualify our agency for more robust on-line capabilities.

**FISCAL IMPACT:**

Potential rebates of \$3,500 to \$10,000 annually (based on annual spend) by switching to the Cal Cards program offered by US bank.

**STAFF RECOMMENDATION:**

That the Board approve the transition from BofA credit cards to the Cal Card program offered by US Bank.- exhibit A attached.

Respectfully Submitted,

*Clarence C. Mansell Jr.*

---

Clarence Mansell Jr, General Manager

SM

**ATTACHMENT(S):**

1. Cal Card Info

# EXHIBIT A



## **CAL-Card Relationship**

The CAL-Card is a U.S. Bank Purchasing Card offered in California through NASPO (formerly the Western States Contracting Alliance - WSCA) tax-funded agencies. The combined spend volume of the entire NASPO consortium results in significant financial benefits for all members. The CAL-Card is offered in California through NASPO tax-funded agencies. The combined spend volume of the entire NASPO consortium results in significant financial benefits for all members.



Additionally, the program enables our clients to take advantage of an already negotiated contract, saving valuable time for efficient implementation and training. The CAL-Card program offers a simplified quarterly rebate program and superior Customer Service. In addition, The City will have a reliable financial partner in U.S. Bank—stable and strong in any economic environment.

The CAL-Card is issued in the name of the cardholder and billed to The City. The program provides a payment mechanism for the acquisition of goods and services up to \$50,000 per transaction (higher limits available upon approval), and allows for flexible spending limits and merchant category codes for each card. The District may also use the CAL-Card for travel related purchases.

Representatives of the California Department of General Services, Procurement Division, work together with U.S. Bank, Visa and the District to ensure the success of the District's CAL-Card program.

## ***CAL-Card Reporting Tools***

Our proprietary system for program management and reporting provides the backbone for U.S. Bank's commercial payment solutions. Recognized as best-in-class, Access Online provides all the tools our clients need to manage their commercial card programs.

Access Online offers a feature-rich platform that is easily configured to meet the unique needs of U.S. Bank clients. The City will choose the features and functionality that best support and enhance your processes. Access Online offers effective and efficient management controls as well as complete integration with the City's financial systems.

## ***Supplier Management***

Whether the City continues purchasing from current vendors or leverages the vast Visa network of suppliers, U.S. Bank will provide the City with industry leading supplier optimization tools. The U.S. Bank Solution is designed with multiple options for making the most of your supplier relationships: from supplier and ghost accounts for use in targeting particular suppliers, to supplier locator and matching services for ensuring the City is making the most of existing Visa vendors, to our in-house Merchant Payment Services unit for support in adding additional vendors.

## ***Spending Control and Monitoring***

The U.S. Bank CAL-Card program provides comprehensive, flexible controls customized online, allowing the City to predetermine spending and transaction limits on each card, controls that eliminate the need for requisition and purchase order approvals while enhancing security.

U.S. Bank authorizes every transaction at the point of sale, using controls the City Program Administrators have specified. All controls can be set down to the individual cardholder level and can be modified on an ongoing basis.

### ***U.S. Bank Payment Analytics***

U.S. Bank Payment Analytics is a web-based solution that enhances auditing practices by looking beyond the traditional card controls to provide 100% commercial card transaction monitoring. Using customizable rule templates, The City can automatically review all card transactions and flag suspected card misuse and out-of-policy spending. By automatically running policy rules on all transactions, Payment Analytics dramatically makes cardholder transaction monitoring more targeted, efficient and effective. Program Administrators can receive e-mail notifications of possible non-compliance and spend violations so they can safeguard against commercial card misuse and improve purchasing practices.

Payment Analytics is available 24/7 and does not require new hardware or software. It automatically integrates your commercial card transaction data.

### ***Fraud Prevention Controls***

To address the potential unauthorized use of a card, account information or identity to obtaining goods or services, credit or funds by misrepresentation of identity or information, U.S. Bank provides a full range of fraud prevention and investigative services as part of its standard offering to clients.

Driven by a team of dedicated fraud professionals focused on best-in-class service and results for our clients, complete fraud life-cycle support includes:

- ▣ Account Monitoring and Notification
- ▣ Development of Detection Strategies
- ▣ Customized Fraud Risk Controls
- ▣ Intelligence Gathering
- ▣ Complete Investigative Services

The U.S. Bank Solution also addresses the potential for internal misuse. The most effective control against employee misuse comes from the City in a set of well-documented and broadly published policies and procedures. Your U.S. Bank Relationship Manager will assist the City in compiling the documentation. Employee misuse will be greatly reduced—if not eliminated—when employees are made aware of the consequences for misusing the card or account, just as if an employee misuses other organization funds. For additional security, U.S. Bank provides liability insurance, and the Visa liability waiver program covers the City up to \$100,000 per cardholder account.

### ***Transaction Management and Approval***

Access Online's Transaction Approval Process allows users to approve and audit transactions. The City can customize the transaction approval process to mirror existing auditing procedures and policies. This feature expedites transaction review and approval, and generates a complete audit trail. In addition, authorized users can update individual cardholder account activity reports in real time allowing them to change allocations on-the-fly.

### ***Reporting***

Access Online's comprehensive reporting suite allows users to run predefined standard reports or to define custom reports using the flex data reporting tool. All reports are parameter-driven and offer a high degree of flexibility, and are available in a variety of convenient output formats. Users can generate reports in real time or schedule recurring report delivery.

### ***Financial Extracts***

U.S. Bank has successfully integrated our solutions with all major financial systems, including JD Edwards, Oracle, PeopleSoft and SAP. From accounts payable to electronic expense reporting and eProcurement, Effective financial extracts contribute to increased processing efficiencies and cost savings. Access Online allows the City to extract data in the most efficient and convenient format, providing a wide variety of financial extract options to meet your specific requirements.

### ***Order Management***

Access Online Order Management connects the City's commercial card program and your eProcurement solution by automating accounting code allocation, and facilitating order and transaction reconciliation. This functionality streamlines the City's procurement strategies, facilitates audit processes and provides enhanced data for management reporting while reducing post payment reconciliation activities. Access Online accepts order data feeds from a variety of eProcurement solutions, which are reconciled against purchasing card financial transactions.

### ***Billing Options***

U.S. Bank offers central or individual billing options. The City may elect for each account to receive an individual statement with charges for a single account or a central account with combined billing of all charges for all accounts or groups of accounts. U.S. Bank allows our commercial card clients to choose between monthly or bi-weekly billing cycles, and provides multiple statement delivery options to integrate with The City's data management needs.

### ***Billing Cycles***

U.S. Bank offers 19 cycle dates, from the 6th through the 25th day of each month (exclusive of the 19th of each month). If the billing cycle date chosen falls on a Saturday, Sunday or holiday, the data is cycled at the end of the next business day.

### ***Payment Terms***

Payment is due within 45 days of the statement date.

### ***Quarterly rebate***

The agency's performance rebate is calculated and paid quarterly based on net charge volume of all consortium members in the preceding quarter.

### ***Incentive Share Component #1 – Volume Sales Incentive 1.50 bps***

At the end of each quarterly period, U.S. Bank will calculate the net charge volume for the program, and apply the result to the Volume Rebate Factor below in order to determine the qualifying incentive opportunity.

## **Incentive Share Component #2 – Prompt Payment Incentive .45 bps**

At the end of each quarterly period, U.S. Bank will calculate the speed of payment (client held<sup>2</sup>) performance for the entire program.  $(45 - \# \text{ of Average Days to Pay}) / 45 \times \text{Basis Points (percentage)} \times \text{Invoice Amount} (\square \text{quarter Sales Volume}) = \text{Participating Entity Prompt Payment Incentive}$

<sup>2</sup>Client Held Days are the number of days from the day U.S. Bank funds a charge transaction to the day payment for that transaction is posted, inclusive of the beginning and ending days, minus 17.

## **Incentive Share Component # 3 - Visa Large Ticket & Discount Discount Interchange Programs .75 bps**

U.S. Bank recognizes that increased commercial card usage is important to your organization's overall procure-to-pay strategy and that program expansion, cost efficiency and expense control are critical components in streamlining your procurement and spending processes. We continue to embrace commercial card expansion initiatives including Visa's reduced interchange programs for our clients' strategic suppliers, which targets large ticket and other discount interchange commercial card transactions. Through these initiatives, the Visa Purchasing Large Ticket and other discount interchange programs, Visa and U.S. Bank help enable many suppliers to accept commercial cards for large dollar transactions. These programs allow our clients to eliminate many administrative processes with their preferred suppliers, saving our clients time and money while capturing data on both their small and large dollar purchases by using their U.S. Bank CAL-Card.

When U.S. Bank CAL-Card customers procure goods from a participating supplier for large ticket or discount interchange rate program qualifying transactions, the supplier receives a reduced interchange fee. In order for a transaction to be considered Large Ticket or subject to a discount interchange rate program from a Visa standpoint, the following needs to occur:

- Suppliers must be able to capture and transport level II and level III data.
- The transaction amount is typically more than \$6,980.

U.S. Bank is pleased to offer a rebate of **0.75%** on your large ticket & discount interchange transactions.

## Proposed Fees for CAL-Card

Feature	Fee (USD)
<b>General Fees</b>	
Delinquency Fees	
<ul style="list-style-type: none"> <li>■ Fee assessed on the entire past due amount if full balance is not paid by the due date</li> <li>■ Fee assessed each subsequent cycle on the entire past due amount</li> </ul>	<ul style="list-style-type: none"> <li>■ 1.0□ (Minimum \$2.00)</li> <li>■ 2.5□ (Minimum \$2.00)</li> </ul>
Cash Advance Fee	2.5□ (Minimum \$2.00)
Convenience Check Fee	2.5□ (Minimum \$2.00)
Convenience Check Stop Payment Fee	\$15.00
Convenience Check Copy Fee	\$5.00
Returned Convenience Check Fee	\$15.00
Statement Copy	\$5.00 per additional statement
Draft/Receipt Copy	\$5.00 per draft
Expedited Delivery Fee	\$20.00 per shipment
Non-Sufficient Funds Fee	\$15.00
Foreign Currency Fee (if applicable)	2.5□ per transaction
□ther	
Custom Mapping	Fee based upon scope of service



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** AUTHORIZATION FOR SIGNATORY CHANGES

---

**BACKGROUND:**

West Valley Water District (the “District”) has funds deposited with JP Morgan Chase and US Bank (custodial investment account). The District has funds invested with CalTrust, Chandler Asset Management and LAIF. Funds must be accessible to meet daily financial commitments of the organization. Checks must be issued and business transacted to meet financial obligations. Certain individuals must be delegated proper authority to act on behalf of the District with regards to these financial assets.

**DISCUSSION:**

Financial Institutions require a signature cards for transacting business. The District has several accounts that require an authorized representative to act on behalf of the District so that operational and investment needs are met. Accounts with deposits and investments utilized by the District requiring signature authorization include:

JP Morgan Chase – General Government Checking Account  
 JP Morgan Chase – UTC Routine Checking Account  
 JP Morgan Chase – UTC Non-Routine Checking Account  
 CalTrust Polled Investment Fund  
 Chandler Asset Management and US Bank National Association  
 Local Agency Investment Fund

**FISCAL IMPACT:**

No Fiscal Impact

**STAFF RECOMMENDATION:**

That the Board of Directors approve resolutions authorizing the signatory changes on the financial institutions’.

Respectfully Submitted,



---

Clarence Mansell Jr, General Manager

SM

**ATTACHMENT(S):**

1. CalTrust - 2567
2. Chase - 2568
3. LAIF - 2572
4. U.S. Bank-2566

**AMENED RESOLUTION NO. 2020-6  
A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE WEST VALLEY WATER DISTRICT,  
AUTHORIZING SIGNATURE CARD CHANGES FOR CALTRUST FUND**

**WHEREAS**, The West Valley Water District ("District") Board of Directors hereby finds that the deposit and withdrawal of money in CalTrust Pooled Investment Fund ("Cal Trust") in accordance with all California Government Code, including Section 53601 and 53605 for the purpose of Authorizing signature card changes to the successors in office as provided therein is in the best interests of the District.

**WHEREAS** CalTrust Pooled Investment Fund ("CalTrust") is established for the deposit of money by the District for purposes of investment of District money by CalTrust; and for the purpose of authorizing signature card changes to the successors in office as provided therein.

**WHEREAS**, the District Board of Directors hereby amend Resolution No 2019-23 in order to add an additional successor for the purpose of deposits, transfers and withdrawals of money in the CalTrust Fund in accordance with all California Government Code, including section 53601 and 53605 for the purpose of investment as provided therein is in the best interests of the District.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby authorizes signature card changes to the CalTrust account for the purpose of advising Cal Trust to act on directives on behalf of the District. Deposits, transfers and withdrawals of District monies will be made in accordance with Government Code and District Policy, Resolution No. 2018-8, Annual Investment Policy.

**BE IT FURTHER RESOLVED**, as follows: Section 1, The following District officer holding the title of Director Donald Olinger be removed from the CalTrust Fund. The following successors are added President Channing Hawkins, Director Dr. Michael Taylor, Vice President Kyle Crowther, Director Dr. Clifford Young, Director Greg Young, General Manager Clarence C. Mansell, Jr., Assistant General Manager Jeremiah Brosowske, Chief Financial Officer Shamindra Manbahal are each hereby authorized to order the deposit, transfer or withdrawal of monies in CalTrust Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purpose of this resolution and the purposes of the resolution and the transaction contemplated hereby:

\_\_\_\_\_  
**Channing Hawkins**  
President, Board of Directors

\_\_\_\_\_  
**Kyle Crowther**  
Vice President, Board of Directors

\_\_\_\_\_  
**Dr. Michael Taylor**  
Director

\_\_\_\_\_  
**Dr. Clifford Young**  
Director

\_\_\_\_\_  
**Greg Young**  
Director

\_\_\_\_\_  
**Clarence C. Mansell, Jr.**  
General Manager

\_\_\_\_\_  
**Jeremiah Brosowske**  
Assistant General Manager

\_\_\_\_\_  
**Shamindra Manbahal**  
Chief Financial Officer



**Section 2.** That said Resolution shall be effective February 20<sup>th</sup>, 2020 and shall remain in full force and effect until rescinded by Board of Directors by resolution and a copy of the resolution rescinding and or amending this resolution shall be filed with the State Treasurer's Office.

**ADOPTED, SIGNED, AND APPROVED THIS 20<sup>th</sup> DAY OF FEBRUARY, 2020 BY THE FOLLOWING VOTE:**

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>

---

**Channing Hawkins**  
**President, Board of Directors**

**ATTEST:**

---

**Crystal L. Escalera**  
**Board Secretary**

**AMENDED RESOLUTION NO. 2020-7  
A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE WEST VALLEY WATER DISTRICT,  
AUTHORIZING SIGNATURE CARD CHANGES- ALL J.P MORGAN CHASE BANKS**

**WHEREAS**, the West Valley Water District ("District") Board of Directors hereby finds that the deposit and withdrawal of money in ALL J.P Morgan (Chase Bank Accounts) in accordance with all California Government Code, including sections 53630-53686 for the purpose of Authorizing signature card changes to the successors in office as provided therein is in the best interests of the District.

**WHEREAS**, amending Resolution No. 2019-22 to add additional successors to the J.P Morgan (ALL Chase Bank Accounts) for the purpose of deposits and withdrawals of District monies in the J.P Morgan (Chase Bank Accounts) in accordance with all California Government Code, including sections 53630-53686.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby authorizes signature card changes to ALL J.P Morgan (Chase Bank Accounts) for the purpose of deposits and withdrawals of District monies in the ALL J.P Morgan (Chase Bank Accounts) in accordance with all California Government Code, including sections 53630-53686 for the purpose of deposits, withdrawals and transfer of funds as provided therein.

**BE IT FURTHER RESOLVED**, as follows: Section 1 The following District officer holding the title of Director Donald Olinger be removed from the Chase Bank Accounts. President Channing Hawkins, Vice President Kyle Crowther, Director Dr. Michael Taylor, Director Dr. Clifford Young, Director Greg Young, General Manager Clarence C. Mansell, Jr., Assistant General Manager Jeremiah Brosowske, Chief Financial Officer Shamindra Manbahal are each hereby authorized to order the deposit or withdrawal of monies in ALL J.P Morgan (Chase Bank Accounts) and may execute and deliver any and all documents necessary or advisable in order to effectuate the purpose of this resolution and the purposes of the resolution and the transaction contemplated hereby:

\_\_\_\_\_  
**Channing Hawkins**  
President, Board of Directors

\_\_\_\_\_  
**Kyle Crowther**  
Vice President, Board of Directors

\_\_\_\_\_  
**Dr. Michael Taylor**  
Director

\_\_\_\_\_  
**Dr. Clifford Young**  
Director

\_\_\_\_\_  
**Greg Young**  
Director

\_\_\_\_\_  
**Clarence C. Mansell, Jr.**  
General Manager

\_\_\_\_\_  
**Jeremiah Brosowske**  
Assistant General Manager

\_\_\_\_\_  
**Shamindra Manbahal**  
Chief Financial Officer

**Section 2.** That said Resolution shall be effective February 20<sup>th</sup>, 2020 and shall remain in full force and effect until rescinded by Board of Directors by resolution and a copy of the resolution rescinding and or amending this resolution shall be filed with the State Treasurer's Office

**ADOPTED, SIGNED, AND APPROVED THIS 20<sup>th</sup> DAY OF FEBRUARY, 2020 BY THE FOLLOWING VOTE:**

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>

---

**Channing Hawkins**  
**President, Board of Directors**

**ATTEST:**

---

Crystal L. Escalera  
Board Secretary

**AMENDED RESOLUTION NO. 2020-8  
A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE WEST VALLEY WATER DISTRICT,  
AUTHORIZING SIGNATURE CARD CHANGES FOR LOCAL AGENCY  
INVESTMENT FUND**

**WHEREAS**, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. Seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, the West Valley Water District ("District") Board of Directors hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with all California Government Codes, including section 16429.1 et. Seq. for the purpose of investment as provided therein is in the best interests of the District.

**WHEREAS**, amending Resolution No. 2019-24 to add successors to all investments of monies in the local agency investment fund by authorizing the successors in office to such investments of monies in the local Agency Investment Fund by authorizing signature cards to their successors.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby authorizes the deposit and withdrawal of District monies in the Local Agency Investment Fund in the State Treasury in accordance with all California Government Codes, including section 16429.1 et. Seq. for the purpose of investment as provided therein.

**BE IT FURTHER RESOLVED**, as follows: Section 1, The following District officers holding the title of Director Donald Olinger be removed from the Local Agency Investment Fund. The following successors are added President Channing Hawkins, Director Dr. Michael Taylor, Vice President Kyle Crowther, Director Clifford Young, Director Greg Young, General Manager Clarence C. Mansell, Jr., Assistant General Manager Jeremiah Brosowske, Chief Financial Officer Shamindra Manbahal are each hereby authorized to order the deposit or withdrawal of monies in Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purpose of this resolution and the purposes of the resolution and the transaction contemplated hereby:

\_\_\_\_\_  
**Channing Hawkins**  
President, Board of Directors

\_\_\_\_\_  
**Kyle Crowther**  
Vice President, Board of Directors

\_\_\_\_\_  
**Dr. Michael Taylor**  
Director

\_\_\_\_\_  
**Dr. Clifford Young**  
Director

\_\_\_\_\_  
**Greg Young**  
Director

\_\_\_\_\_  
**Clarence C. Mansell, Jr.**  
General Manager

\_\_\_\_\_  
**Jeremiah Brosowske**  
Assistant General Manager

\_\_\_\_\_  
**Shamindra Manbahal**  
Chief Financial Officer

**Section 2.** That said Resolution shall be effective February 20, 2020 and shall remain in full force and effect until rescinded by Board of Directors by resolution and a copy of the resolution rescinding and or amending this resolution shall be filed with the State Treasurer's Office.

ADOPTED, SIGNED, AND APPROVED THIS 20<sup>th</sup> DAY OF FEBRUARY, 2020 BY THE FOLLOWING VOTE:

AYES:	DIRECTORS:
NOES	DIRECTORS:
ABSENT:	DIRECTORS:
ABSTAIN:	DIRECTORS:

---

**Channing Hawkins**  
**President, Board of Directors**

**ATTEST:**

---

**Crystal L. Escalera**  
**Board Secretary**

**RESOLUTION NO. 2020-9  
A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE WEST VALLEY WATER DISTRICT,  
AUTHORIZING SIGNATURE CARD CHANGES- US BANK**

**WHEREAS**, the West Valley Water District ("District") Board of Directors hereby finds that the deposit and withdrawal of money in US Bank National Association ("US Bank") in accordance with all California Government Code, including Section 53607 for the purpose of Authorizing signature card changes to the successors in office as provided therein is in the best interests of the District.

**WHEREAS**, the District hereby finds it necessary to hold a segregated account with US Bank for District investments managed by Chandler Asset Management ("Chandler"), an agreement with the District and Chandler Asset Management board approved March 15, 2018.

**WHEREAS**, the District Board of Directors hereby amend Resolution No 2019-21 in order to add an additional successor for the purpose of deposits and withdrawals of money in the US Bank Custodial account for Chandler managed investments in accordance with all California Government Code, including section 53607 for the purpose of investment as provided therein is in the best interests of the District.

**WHEREAS**, US Bank is to act as custodian of funds managed by Chandler.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby authorizes signature card changes to the US Bank account for the purpose of advising US Bank to act on directives on behalf of the District. Deposits and withdrawals of District monies will be made in accordance with Government Code and District Policy, Resolution No. 2018-8, Annual Investment Policy.

**BE IT FURTHER RESOLVED**, as follows: Section 1, The following District officer holding the title of Director Donald Olinger be removed from the US Bank National Association ("US Bank"). President Channing Hawkins, Vice President Kyle Crowther, Director Dr. Michael Taylor, Director Dr. Clifford Young, Director Greg Young, General Manager Clarence C. Mansell, Jr., Assistant General Manager Jeremiah Brosowske, Chief Financial Officer Shamindra Manbahal or their successors in office are each hereby authorized to order the deposit, withdrawal, or advisement of monies managed by Chandler held in account with US Bank and may execute and deliver any and all documents necessary or advisable in order to effectuate the purpose of this resolution and the transaction contemplated hereby:

\_\_\_\_\_  
**Channing Hawkins**  
President, Board of Directors

\_\_\_\_\_  
**Kyle Crowther**  
Vice President, Board of Directors

\_\_\_\_\_  
**Dr. Michael Taylor**  
Director

\_\_\_\_\_  
**Dr. Clifford Young**  
Director

\_\_\_\_\_  
**Greg Young**  
Director

\_\_\_\_\_  
**Clarence C. Mansell, Jr.**  
General Manager

\_\_\_\_\_  
**Jeremiah Brosowske**  
Assistant General Manager

\_\_\_\_\_  
**Shamindra Manbahal**  
Chief Financial Officer

**Section 2.** That said Resolution shall be effective February 20<sup>th</sup>, 2020 and shall remain in full force and effect until rescinded by Board of Directors by resolution and a copy of the resolution rescinding and or amending this resolution shall be filed with the State Treasurer's Office.

**ADOPTED, SIGNED, AND APPROVED THIS 20<sup>th</sup> DAY OF FEBRUARY, 2020 BY THE FOLLOWING VOTE:**

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>

---

**Channing Hawkins**  
**President, Board of Directors**

**ATTEST:**

---

Crystal L. Escalera  
Board Secretary



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** OTHER POST EMPLOYEE BENEFITS (OPEB) AS OF JUNE 30, 2018,  
 COMPLETED AUGUST 12, 2019

---

**BACKGROUND:**

In addition to a pension for retirees, the West Valley Water District (District) also offers Other Postemployment Benefits (OPEB). Specifically, according to the District's Personnel Policies & Practices Manual, Article 1204, OPEB includes Group Medical, Vision, Dental, Retirement Plan and Other Benefit Programs. Please see below language from Article 1204 of the District's Personnel & Procedures Manual.

“1204. BENEFITS AFTER RETIREMENT OR DEATH

a) A retired employee and dependent spouse (See Article 2 -“Dependent Spouse or Spouse of Disabled, Retired, or Deceased Employee”), or spouse of a deceased employee or retiree, may continue his/her medical, dental and vision insurance at District's expense on the basis of the following: employee is a minimum of fifty (50) years of age with a minimum of ten (10) years of continuous service. If the spouse of a deceased employee or retiree remarries and becomes eligible for health benefits under his/her new spouse's health plan, all District benefits shall be terminated.

b) With respect to a new employee hired after July 1, 2006, a retired employee (must be minimum of 55 years) and dependent spouse (See Article 2 – “Dependent Spouse or Spouse of Disable, Retired, or Deceased Employee”), or spouse of a deceased employee or retiree, may continue his/her medical, dental and vision insurance at District's expense on the basis of the following: employee is a minimum of fifty-five (55) years of age with a minimum of twenty (20) years of continuous service. If the Spouse of a deceased employee or retiree remarries and becomes eligible for health benefits under his/her new spouse's health plan, all District benefits shall be terminated.

In 2005, the Governmental Accounting Standards Board (GASB) issued Statement No. 45 Financial Reporting for Postemployment Benefit Plans Other Than Pensions, also known as OPEB. This addresses financial statement and disclosure requirement for reporting. In 2015, GASB issued Statement No. 75, which requires the District to report its net OPEB liability (different between the total OPEB liability and assets accumulated to pay for the liability) on its Financial Statements. This statement also allows agencies that provide OPEB through an irrevocable plan that is administered through a trust, the OPEB liability would be reported net of the amount of the OPEB plan's fiduciary net position”.



In September 2014, the District Board of Directors approved a resolution authorizing the establishment of an irrevocable trust with CalPERS under their California Employers' Retiree Benefit Trust Fund (CERBT) program, a CalPERS administered trust set up for the purpose of receiving employer contributions that prefund health and other post-employment benefit costs for retirees and their beneficiaries. The necessary documents were filed with CalPERS and the trust was established. In October 2017, the District Board of Directors approved the prefunding of the District OPEB Liability.

**DISCUSSION:**

Every 2 years, the District contracts with an actuary to perform an actuarial analysis of its benefit plan for inclusion in the Comprehensive Annual Financial Report (CAFR) as required by CalPERS. The latest study was completed by Bartel Associates, LLC in September 2018. There are several assumptions used in developing an OPEB actuarial analysis including cost of retiree health benefits, medical premium growth rates, mortality, employment termination trends, service requirement, retirement trends, participation in the plan after retirement, and the investment earnings (discount) rate. Bartel Associates uses industry standard assumptions that are based largely on West Valley Water District and the CalPERS experience in each of those areas.

**FISCAL IMPACT:**

None, OPEB costs of \$907K are budgeted in the FY 2019-20 Annual Operating and Maintenance Budget.

**STAFF RECOMMENDATION:**

Receive and file the Other Post-Employment Benefits (OPEB) report completed August 12, 2019 based on the June 30, 2018 Actuarial Valuation (exhibit A). Approve the annual contribution payment to CERBT for \$444,317 and the actual benefit payments of \$411,635 to be made throughout the fiscal year. The total cumulative total paid is \$855,952.00

Respectfully Submitted,




---

Clarence Mansell Jr, General Manager

SM

**ATTACHMENT(S):**

1. BA WestValleyWD OPEB 18-06-30 Final Results



**B**ARTEL  
ASSOCIATES, LLC

**WEST VALLEY WATER DISTRICT  
RETIREE HEALTHCARE PLAN**

**June 30, 2018 Funding Actuarial Valuation  
Plan Funding for 2019/20 and 2020/21**

Final Results

**Bartel Associates, LLC**

Mary Elizabeth Redding, Vice President & Actuary

Kateryna Doroshenko, Actuarial Analyst

Joseph Herm, Senior Actuarial Analyst

July 16, 2019

**CONTENTS**

<b>Topic</b>	<b>Page</b>
Benefit Summary	1
Data Summary	3
Actuarial Assumptions	4
Actuarial Methods	11
Discount Rate	12
Results	14
Actuarial Certification	20
Exhibits	
Premiums	E - 1
Participant Statistics	E - 4
Definitions	E - 9

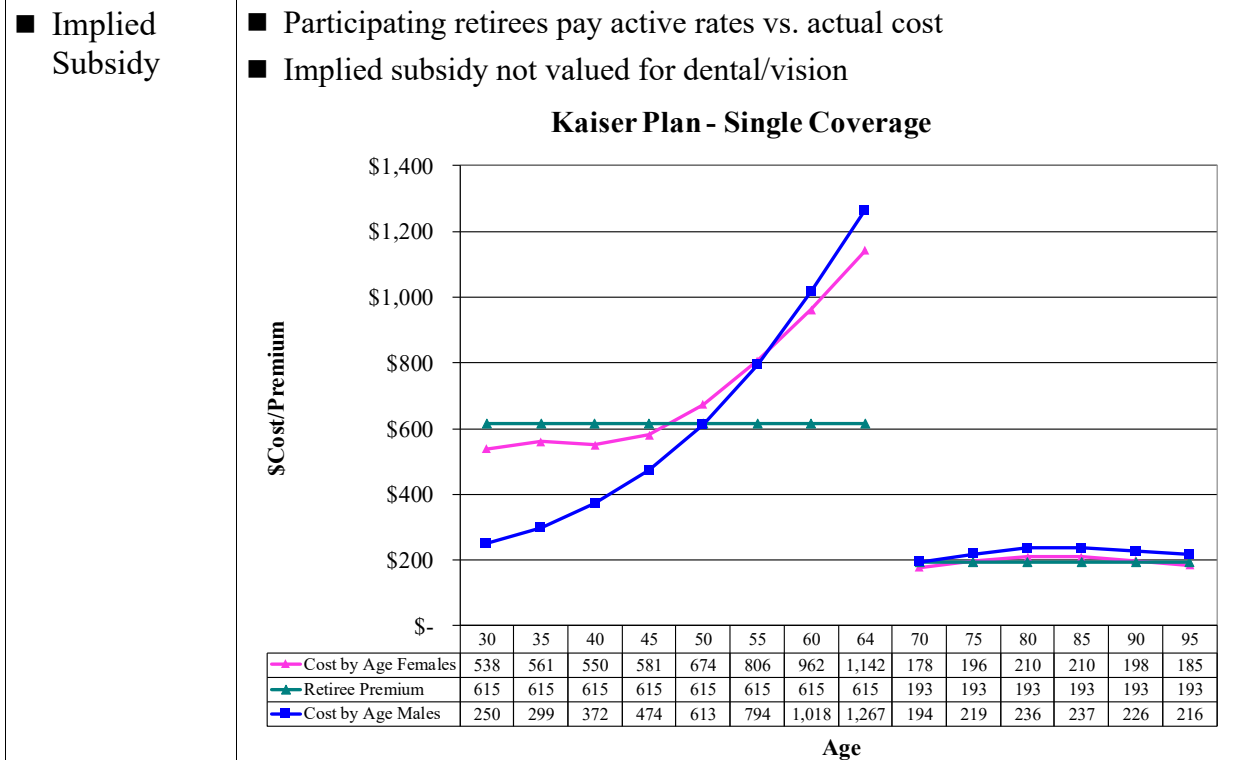
## BENEFIT SUMMARY

<p>■ Eligibility</p>	<p>■ Based on hire date and District Service<sup>1</sup></p>		
	Hire Date	Eligibility	Employer Premium Contribution
	<7/1/2006	Later of age 50 and 10 years of continuous service	● 100%
	≥7/1/2006 <sup>2</sup>	Later of age 55 and 5 years of continuous service	● 5 years: 25%    ● 15 years: 75% ● 10 years: 50%   ● ≥20 years: 100%
	<p>■ Directors hired after 1/1/1995 not eligible</p>		
<p>■ Healthcare Benefit</p>	<p>■ District-paid lifetime medical, dental and vision insurance to retiree and spouse. In addition, hires before 1/1/2015 are reimbursed for Medicare Part B premiums</p>		
<p>■ Retiree Pay-As-You-Go (Cash only)</p>	<u>Year</u>	<u>Payment</u>	
	2017/18	\$ 289,225	
	2016/17	251,245	
	2015/16	223,218	
	2014/15	187,468	
	2013/14	183,750	

<sup>1</sup> Age 55 and 10 years of service for disability retirement  
<sup>2</sup> Per Resolution No. 388.72 effective on March 13, 2019



## BENEFIT SUMMARY



**Participant Statistics**

	7/1/2013 <sup>3</sup>	6/30/2016	6/30/2018
■ Actives			
• Counts	59	67	79
• Average			
➢ Age	46.3	42.4	41.5
➢ District Service	12.3	10.1	8.2
➢ Payroll	n/a	66,000	n/a
• Total Payroll (000's)	n/a	4,420	n/a
■ Retirees			
• Count	17	21	25
• Average			
➢ Age	71.3	72.5	72.6
➢ Retirement Age	n/a	61.4	62.1

<sup>3</sup> From July 1, 2013 valuation report prepared by Demsey, Filliger & Associates

ACTUARIAL ASSUMPTIONS

	June 30, 2016 Valuation	June 30, 2018 Valuation
■ Valuation Date	■ June 30, 2016 ■ 2016/17 ARC	■ June 30, 2018 ■ 2019/20 and 2020/21 ADC
■ Funding Policy	■ Pay-as-you-go (no pre-funding)	■ Full ADC net of Cash and Implied Subsidy benefits
■ Discount Rate	■ 3.75%	■ 6.75% – full ADC pre-funding ■ Assets in CERBT Strategy 1 OPEB trust as of 11/30/2018 ■ 50% confidence level
■ Inflation	■ 2.75%	■ Same
■ Payroll Increases	■ Aggregate Increases – 3.0% ■ Merit Increases – CalPERS 1997-2011 Experience Study	■ Aggregate Increases – 3.0% ■ Merit Increases – CalPERS 1997-2015 Experience Study
■ Disability	■ CalPERS 1997-2011 Experience Study	■ CalPERS 1997-2015 Experience Study

**ACTUARIAL ASSUMPTIONS**

	<b>June 30, 2016 Valuation</b>	<b>June 30, 2018 Valuation</b>
<ul style="list-style-type: none"> <li>■ Retirement</li> </ul>	<ul style="list-style-type: none"> <li>■ CalPERS 1997 – 2011 Experience Study</li> <li align="center">Miscellaneous</li> <li>Benefit 2%@55 2%@62</li> <li>Expected Retirement Age 59.5 60.4</li> </ul>	<ul style="list-style-type: none"> <li>■ CalPERS 1997 – 2015 Experience Study</li> <li align="center">Miscellaneous</li> <li>Benefit 2%@55 2%@62</li> <li>Expected Retirement Age 60.0 61.7</li> </ul>
<ul style="list-style-type: none"> <li>■ Mortality</li> </ul>	<ul style="list-style-type: none"> <li>■ CalPERS 1997-2011 Experience Study</li> <li>■ Mortality Improvement Scale MP-2016</li> </ul>	<ul style="list-style-type: none"> <li>■ CalPERS 1997-2015 Experience Study</li> <li>■ Scale MP-2018 for post-retirement mortality</li> </ul>
<ul style="list-style-type: none"> <li>■ Withdrawal</li> </ul>	<ul style="list-style-type: none"> <li>■ CalPERS 1997-2011 Experience Study</li> </ul>	<ul style="list-style-type: none"> <li>■ CalPERS 1997-2015 Experience Study</li> </ul>
<ul style="list-style-type: none"> <li>■ Medical Plan at Retirement</li> </ul>	<ul style="list-style-type: none"> <li>■ Currently covered: based on current election</li> <li>■ Currently waived: Kaiser</li> </ul>	<ul style="list-style-type: none"> <li>■ Same</li> </ul>

**ACTUARIAL ASSUMPTIONS**

	<b>June 30, 2016 Valuation</b>	<b>June 30, 2018 Valuation</b>
<ul style="list-style-type: none"> <li>■ Participation at Retirement</li> </ul>	<ul style="list-style-type: none"> <li>■ 95% of eligible retirees participate in medical, dental and vision</li> </ul>	<ul style="list-style-type: none"> <li>■ DOH &lt; 7/1/2006: 95%</li> <li>■ DOH ≥ 7/1/2006: 50% with 5 years of service, increasing to 95% with 20 years of service</li> </ul>
<ul style="list-style-type: none"> <li>■ Spouse Coverage</li> </ul>	<ul style="list-style-type: none"> <li>■ 80% of future retirees elect dual coverage</li> </ul>	<ul style="list-style-type: none"> <li>■ 75% of future retirees elect dual coverage</li> </ul>
<ul style="list-style-type: none"> <li>■ Surviving Spouse</li> </ul>	<ul style="list-style-type: none"> <li>■ Continue receiving benefits for life (0% remarry with subsequent loss of benefits)</li> </ul>	<ul style="list-style-type: none"> <li>■ Same</li> </ul>
<ul style="list-style-type: none"> <li>■ Dental/Vision Trend</li> </ul>	<ul style="list-style-type: none"> <li>■ 3.5% per year</li> </ul>	<ul style="list-style-type: none"> <li>■ 3.0% per year</li> </ul>

**ACTUARIAL ASSUMPTIONS**

**3.3.a**

	<b>June 30, 2016 Valuation</b>	<b>June 30, 2018 Valuation</b>
■ Medicare Part B	■ n/a	<ul style="list-style-type: none"> <li>■ Current retirees: current benefit amount</li> <li>■ Future retirees: equals average of current retirees</li> <li>■ Future benefit increases: 3.7% for 2020, increasing to an ultimate rate of 4.0% in 2076</li> </ul>
■ PPACA Excise Tax	■ n/a	■ 2% of cash benefit for PPACA High Cost Plan Excise Tax

**ACTUARIAL ASSUMPTIONS**

	<b>June 30, 2016 Valuation</b>		<b>June 30, 2018 Valuation</b>	
■ Medical Trend		<u>Increase from Prior Year</u>		<u>Increase from Prior Year</u>
	<u>Year</u>	<u>Non-Medicare</u> <u>Medicare</u>	<u>Year</u>	<u>Non-Medicare</u> <u>Medicare</u>
	2016	Actual 2016 premiums	2018	Actual 2018 premiums
	2017	Actual 2017 premiums	2019	Actual 2019 premiums
	2018	7.50%   6.50%	2020	7.50%   6.50%
	2019	7.50%   6.50%	2021	7.25%   6.30%
	2020	7.50%   6.50%	2022	7.00%   6.10%
	2021	7.25%   6.30%	2023	6.75%   5.90%
	↓	↓   ↓	↓	↓   ↓
	2030	5.20%   4.70%	2030	5.20%   4.70%
	2031-2035	5.05%   4.60%	2031-2035	5.05%   4.60%
	2036-2045	4.90%   4.50%	2036-2045	4.90%   4.50%
	2046-2055	4.75%   4.45%	2046-2055	4.75%   4.45%
	2056-2065	4.60%   4.40%	2056-2065	4.60%   4.40%
	2066-2075	4.30%   4.20%	2066-2075	4.30%   4.20%
	2076+	4.00%   4.00%	2076+	4.00%   4.00%

**ACTUARIAL ASSUMPTIONS**

	<b>June 30, 2016 Valuation</b>	<b>June 30, 2018 Valuation</b>																																																																																																																																										
■ Spouse Age	■ Males 3 years older than females if spouse date of birth not provided	■ Same																																																																																																																																										
■ Medicare Eligible	<ul style="list-style-type: none"> <li>■ 100%</li> <li>■ Medicare enrollment required after 1/1/2015</li> </ul>	<ul style="list-style-type: none"> <li>■ DOH &lt; 3/31/1986: 2/3 eligible</li> <li>■ DOH ≥ 3/31/1986: 100% eligible</li> </ul>																																																																																																																																										
■ Medical Claims Costs (sample estimated monthly claims for 2016 & 2018)	<ul style="list-style-type: none"> <li>■ Claims based on ACWA-JPIA pool demographics</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="3">Age</th> <th colspan="2"><u>Anthem HMO</u></th> <th colspan="2"><u>Anthem PPO</u></th> <th colspan="2"><u>Kaiser</u></th> </tr> <tr> <th>M</th> <th>F</th> <th>M</th> <th>F</th> <th>M</th> <th>F</th> </tr> </thead> <tbody> <tr> <td>45</td> <td>\$449</td> <td>\$543</td> <td>\$521</td> <td>\$571</td> <td>\$421</td> <td>\$509</td> </tr> <tr> <td>55</td> <td>753</td> <td>759</td> <td>774</td> <td>747</td> <td>706</td> <td>711</td> </tr> <tr> <td>60</td> <td>963</td> <td>905</td> <td>929</td> <td>865</td> <td>903</td> <td>848</td> </tr> <tr> <td>64</td> <td>1,159</td> <td>1,036</td> <td>1,084</td> <td>976</td> <td>1,087</td> <td>971</td> </tr> <tr> <td>65</td> <td>416</td> <td>390</td> <td>438</td> <td>460</td> <td>158</td> <td>148</td> </tr> <tr> <td>75</td> <td>532</td> <td>477</td> <td>501</td> <td>521</td> <td>202</td> <td>181</td> </tr> <tr> <td>85</td> <td>568</td> <td>505</td> <td>511</td> <td>531</td> <td>215</td> <td>191</td> </tr> <tr> <td>95</td> <td>512</td> <td>434</td> <td>460</td> <td>456</td> <td>194</td> <td>164</td> </tr> </tbody> </table>	Age	<u>Anthem HMO</u>		<u>Anthem PPO</u>		<u>Kaiser</u>		M	F	M	F	M	F	45	\$449	\$543	\$521	\$571	\$421	\$509	55	753	759	774	747	706	711	60	963	905	929	865	903	848	64	1,159	1,036	1,084	976	1,087	971	65	416	390	438	460	158	148	75	532	477	501	521	202	181	85	568	505	511	531	215	191	95	512	434	460	456	194	164	<ul style="list-style-type: none"> <li>■ Claims based on ACWA-JPIA pool demographics</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="3">Age</th> <th colspan="2"><u>Anthem HMO</u></th> <th colspan="2"><u>Anthem PPO</u></th> <th colspan="2"><u>Kaiser</u></th> </tr> <tr> <th>M</th> <th>F</th> <th>M</th> <th>F</th> <th>M</th> <th>F</th> </tr> </thead> <tbody> <tr> <td>45</td> <td>\$ 491</td> <td>\$ 594</td> <td>\$ 546</td> <td>\$ 598</td> <td>\$ 486</td> <td>\$ 587</td> </tr> <tr> <td>55</td> <td>824</td> <td>830</td> <td>811</td> <td>782</td> <td>815</td> <td>821</td> </tr> <tr> <td>60</td> <td>1,054</td> <td>990</td> <td>973</td> <td>905</td> <td>1,042</td> <td>979</td> </tr> <tr> <td>64</td> <td>1,273</td> <td>1,163</td> <td>1,157</td> <td>1,044</td> <td>1,258</td> <td>1,150</td> </tr> <tr> <td>65</td> <td>500</td> <td>464</td> <td>521</td> <td>546</td> <td>188</td> <td>174</td> </tr> <tr> <td>75</td> <td>589</td> <td>527</td> <td>560</td> <td>582</td> <td>221</td> <td>198</td> </tr> <tr> <td>85</td> <td>628</td> <td>558</td> <td>571</td> <td>593</td> <td>236</td> <td>210</td> </tr> <tr> <td>95</td> <td>572</td> <td>489</td> <td>520</td> <td>520</td> <td>215</td> <td>184</td> </tr> </tbody> </table>	Age	<u>Anthem HMO</u>		<u>Anthem PPO</u>		<u>Kaiser</u>		M	F	M	F	M	F	45	\$ 491	\$ 594	\$ 546	\$ 598	\$ 486	\$ 587	55	824	830	811	782	815	821	60	1,054	990	973	905	1,042	979	64	1,273	1,163	1,157	1,044	1,258	1,150	65	500	464	521	546	188	174	75	589	527	560	582	221	198	85	628	558	571	593	236	210	95	572	489	520	520	215	184
Age	<u>Anthem HMO</u>		<u>Anthem PPO</u>		<u>Kaiser</u>																																																																																																																																							
	M		F	M	F	M	F																																																																																																																																					
	45	\$449	\$543	\$521	\$571	\$421	\$509																																																																																																																																					
55	753	759	774	747	706	711																																																																																																																																						
60	963	905	929	865	903	848																																																																																																																																						
64	1,159	1,036	1,084	976	1,087	971																																																																																																																																						
65	416	390	438	460	158	148																																																																																																																																						
75	532	477	501	521	202	181																																																																																																																																						
85	568	505	511	531	215	191																																																																																																																																						
95	512	434	460	456	194	164																																																																																																																																						
Age	<u>Anthem HMO</u>		<u>Anthem PPO</u>		<u>Kaiser</u>																																																																																																																																							
	M	F	M	F	M	F																																																																																																																																						
	45	\$ 491	\$ 594	\$ 546	\$ 598	\$ 486	\$ 587																																																																																																																																					
55	824	830	811	782	815	821																																																																																																																																						
60	1,054	990	973	905	1,042	979																																																																																																																																						
64	1,273	1,163	1,157	1,044	1,258	1,150																																																																																																																																						
65	500	464	521	546	188	174																																																																																																																																						
75	589	527	560	582	221	198																																																																																																																																						
85	628	558	571	593	236	210																																																																																																																																						
95	572	489	520	520	215	184																																																																																																																																						

**ACTUARIAL ASSUMPTIONS**

	<b>June 30, 2018 Valuation</b>
■ Basis for Assumptions	<ul style="list-style-type: none"> <li>■ No experience study performed for this Plan</li> <li>■ CalPERS December 2017 experience study covering 1997 to 2015 experience was used</li> <li>■ Mortality improvement based on Society of Actuaries table</li> <li>■ Inflation based on the Plan's very long time horizon</li> <li>■ Short-term medical trend developed in consultation with Axene Health Partners' healthcare actuaries. Long-term medical trend developed using Society of Actuaries' Getzen Model of Long-Run Medical Cost Trends</li> <li>■ Age-based claims are based on factors published by the Society of Actuaries and demographic data from ACWA-JPIA.</li> <li>■ Participation and coverage based in part on Plan experience</li> <li>■ Capital market assumptions for the recommended discount rate are based on our study of investment advisor 10-year 2018 capital market assumptions adjusted in some cases to reflect anticipated long-term trends</li> </ul>

**ACTUARIAL METHODS**

	<b>June 30, 2016 Valuation</b>	<b>June 30, 2018 Valuation</b>
■ Cost Method	■ Entry Age Normal	■ Same
■ Administrative Expenses	■ n/a	■ CERBT: 0.05% of beginning of year assets included in the Normal Cost ■ Added to ADC
■ Amortization Method	■ Level percentage of payroll	■ Same
■ Assets	■ n/a	■ Market value of assets
■ Amortization Period	■ Initial unfunded liability amortized over fixed 20 years from 7/1/16	■ Initial unfunded liability amortized over remaining 18 years from 7/1/18 ■ 20-year fixed period for 7/1/18 new emerging UAAL
■ Implied Subsidy	■ Employer cost for retiree benefits larger than retiree premiums ■ Included in valuations	

**DISCOUNT RATE**

■ CERBT Investment Options

	<b>Strategy 1</b>	<b>Strategy 2</b>	<b>Strategy 3</b>
Global Equity	57%	40%	24%
Fixed Income	27%	39%	39%
TIPS	5%	10%	26%
Commodities	3%	3%	3%
REITs	<u>8%</u>	<u>8%</u>	<u>8%</u>
Total	100%	100%	100%

District currently in Strategy 1.



- Future expected returns estimated by
  - Stochastic simulations of geometric average returns over 20 years
  - 5,000 trials
  - 2.75% inflation assumption
  - Projections based on 5 independent Investment Advisors 2016 or 2017 (latest currently available) 10-year Capital Market Assumptions and where available, investment advisors anticipated long-term trends:
  - Confidence levels:

	Strategy 1	Strategy 2	Strategy 3
50% Confidence Level	6.75%	6.25%	5.50%
55% Confidence Level	6.50%	6.00%	5.50%
60% Confidence Level	6.00%	5.75%	5.25%

- Strategy #1 recommended discount rate: 6.75%

RESULTS

**Market Value of Plan Assets<sup>4</sup>**

	6/30/2018
■ <b>Market value of assets (Beginning of year)</b>	\$ 0
● Employer contribution	830,000
● Reimbursement	-
● Administrative expenses	(296)
● Net return on assets	<u>12,291</u>
■ <b>Market value of assets (Year-end)</b>	841,995
■ <b>Approximate annual return</b>	2.0%

<sup>4</sup> Based on 6/30/18 “California Employers’ Retiree Benefit Trust Schedule of Changes in Fiduciary Net Position by Employer” report

**Actuarial Obligations**

	6/30/13	6/30/16	6/30/18	6/30/19
■ <b>Discount Rate</b>	4.00%	6.50%	6.75%	
■ <b>Present Value of Projected Benefits</b>				
• Actives (future retirees)	\$12,326,000	\$7,104,000	\$9,430,444	
• Retirees	4,427,000	3,139,000	5,490,201	
• Total	16,753,000	10,243,000	14,920,645	
■ <b>Actuarial Accrued Liability</b>				
• Actives (future retirees)	5,694,000	4,788,000	5,436,310	
• Retirees	4,427,000	3,139,000	5,490,201	
• Total	10,121,000	7,927,000	10,926,511	11,686,636
■ <b>Market Value of Assets</b>	-	-	841,995	1,089,587
■ <b>Unfunded Liability</b>	10,121,000	7,927,000	10,084,516	10,597,049
■ <b>Normal Cost</b>	474,000	261,000	422,969 <sup>5</sup>	432,358 <sup>6</sup>
■ <b>Administrative Fees</b>	n/a	n/a	421 <sup>5</sup>	545 <sup>6</sup>
■ <b>Pay-Go Cost<sup>7</sup></b>	184,000	287,000	411,635	460,758

<sup>5</sup> 2019/20 amounts

<sup>6</sup> 2020/21 amounts

<sup>7</sup> Actual 2013/14 and 2016/17 and expected 2019/20 and 2020/21 pay-go cost

**Estimated Actuarial Gain/Loss Analysis**

	AAL
■ Actual @ 6/30/16	\$ 7,926,941
■ Expected @ 6/30/19	9,421,922
■ Experience (Gains)/Losses	
• Demographic and other experience	479,509
• Premiums less than expected	(489,162)
• Add: Medicare part B benefit (not in 2016 valuation)	1,961,261
■ Assumption Changes	
• Discount rate (6.50% to 6.75%)	(402,217)
• CalPERS 1997-2015 experience study demographic assumptions	56,999
• Updated mortality improvement scale MP-2018	157,951
• Spouse coverage (reduce from 80% to 75% for future retirees)	(167,159)
• Dental/vision trend	(39,067)
• Medicare eligibility assumption (some ineligible future retirees)	242,664
• ACA Excise Tax estimate	144,572
■ Total Changes	2,089,923
■ Actual @ 6/30/19 before benefit change	11,511,845
• Benefit change (add vesting after 5 years for hires after 2006)	174,791
■ Actual @ 6/30/19 after benefit change	11,686,636

**Annual Required Contribution (ARC/ADC)**

	6/30/16 Valuation			6/30/18 Valuation	
■ Discount Rate	6.50%			6.75%	
■ Fiscal Year	2016/17	2017/18	2018/19	2019/20	2020/21
■ ARC/ADC - \$					
• Normal Cost	\$261,000	\$269,000	\$277,000	\$422,969	\$432,358
• Admin. Expenses	n/a	n/a	n/a	421	545
• UAAL Amortization	<u>569,000</u>	<u>565,000</u>	<u>582,000</u>	<u>844,197</u>	<u>869,523</u>
• Total ARC/ADC	830,000	834,000	859,000	1,267,587	1,302,426
■ Projected Payroll	4,553,000	4,689,000	4,830,000	n/a	n/a
■ ARC/ADC - %					
• Normal Cost	5.7%	5.7%	5.7%	n/a	n/a
• Admin. Expenses	n/a	n/a	n/a	n/a	n/a
• UAAL Amortization	<u>12.5%</u>	<u>12.0%</u>	<u>12.1%</u>	<u>n/a</u>	<u>n/a</u>
• Total ARC/ADC	18.2%	17.7%	17.8%	n/a	n/a

**Amortization Bases**

	6/30/16 Valuation	6/30/18 Valuation	
	6.50% <sup>8</sup>	6.75%	
	2016/17	6/30/2019	6/30/2020
■ Initial UAAL	\$ 7,927,000	\$ 7,439,362	\$ 7,329,090
■ 6/30/18 (Gain)/Loss	-	<u>3,157,687</u>	<u>3,139,063</u>
■ Total	7,927,000	10,597,049	10,468,152

**Amortization Payments**

	6/30/16 Valuation	6/30/18 Valuation	
	6.50% <sup>6</sup>	6.75%	
	2016/17	2019/20	2020/21
■ Initial UAAL	\$ 569,000	\$ 612,429	\$ 630,802
■ 6/30/18 (Gain)/Loss	-	<u>231,768</u>	<u>238,721</u>
■ Total	569,000	844,197	869,523
■ Amortization Years	20.0	17.8	16.8

<sup>8</sup> Provided for illustrative purposes assuming the District pre-funds the full ARC and earns 6.5% on investments

**Benefit Payment and ADC Projection**

Fiscal Year	Benefit Payments			Pre Funding	ADC
	Cash Subsidy	Implied Subsidy	Total		
2019/20	\$ 337,531	\$ 41,447	\$ 411,635	\$ 855,952	\$ 1,267,587
2020/21	359,444	52,191	460,758	841,668	1,302,426
2021/22	393,066	67,692	480,905	857,352	1,338,257
2022/23	418,565	62,340	521,093	854,394	1,375,487
2023/24	450,615	70,478	551,722	862,451	1,414,173
2024/25	481,710	70,012	608,457	845,498	1,453,955
2025/26	518,940	89,517	668,038	826,797	1,494,835
2026/27	557,999	110,039	715,096	821,654	1,536,750
2027/28	592,494	122,602	760,774	818,890	1,579,664
2028/29	630,988	129,786	823,991	799,458	1,623,449



July 16, 2019



**ACTUARIAL CERTIFICATION**

This report presents the West Valley Water District Retiree Healthcare Plan (“Plan”) June 30, 2018 actuarial valuation. The purpose of this valuation is to:

- Determine the Plan’s June 30, 2018 Funded Status, and
- Calculate the 2019/20 and 2020/21 Actuarially Determined Contributions.

The report provides information intended for plan funding, but may not be appropriate for other purposes. Information provided in this report may be useful to the District for the Plan’s financial management. Future valuations may differ significantly if the Plan’s experience differs from our assumptions or if there are changes in Plan design, actuarial methods or actuarial assumptions. The project scope did not include an analysis of this potential variation.

The valuation is based on Plan provisions and participant data provided by the District and audited asset information provided by CERBT as summarized in this report, which we relied on and did not audit. We reviewed the participant data for reasonableness.

To the best of my knowledge, this report is complete and accurate and has been conducted using generally accepted actuarial principles and practices. As a member of the American Academy of Actuaries meeting the Academy Qualification Standards, I certify the actuarial results and opinions herein.

Respectfully submitted,

*Mary Elizabeth Redding*

Mary Elizabeth Redding, FSA, MAAA, EA  
 Vice President  
 Bartel Associates, LLC  
 July 16, 2019



July 16, 2019



**Monthly 2018 Medical Premiums**  
**Los Angeles Area**

Anthem Blue Cross	Non-Medicare Eligible			Medicare Eligible		
	Single	2-Party	Family	Single	2-Party	Family
Classic PPO	\$803.55	\$1,636.89	\$2,200.40	\$543.43	\$1,103.65	\$1,525.16
Advantage PPO	676.56	1,376.57	1,849.91	458.06	928.65	1,282.72
CalCare HMO	703.42	1,396.98	1,873.37	532.79	1,055.75	1,500.92
Value HMO	647.94	1,286.01	1,724.29	490.96	972.08	1,381.64
Consumer Driven Health Plan	644.81	1,311.49	1,762.29	436.72	884.90	1,222.11

Kaiser South	Non-Medicare Eligible			Medicare Eligible		
	Single	2-Party	Family	Single	2-Party	Family
HMO with Chiropractic	\$607.82	\$1,204.96	\$1,700.90	\$190.59	\$371.29	\$867.23



July 16, 2019

E-1



**Monthly 2019 Medical Premiums**  
**Los Angeles Area**

Anthem Blue Cross	Non-Medicare Eligible			Medicare Eligible		
	Single	2-Party	Family	Single	2-Party	Family
Classic PPO	\$810.70	\$1,651.56	\$2,132.06	\$548.24	\$1,113.51	\$1,436.52
Advantage PPO	682.57	1,388.89	1,792.51	462.10	936.93	1,208.26
CalCare HMO	703.42	1,396.98	1,873.37	532.79	1,055.75	1,500.92
Value HMO	647.94	1,286.01	1,724.29	490.96	972.08	1,381.64
Consumer Driven Health Plan	650.54	1,323.23	1,707.62	440.57	892.78	1,151.20

Kaiser South	Non-Medicare Eligible			Medicare Eligible		
	Single	2-Party	Family	Single	2-Party	Family
HMO with Chiropractic	\$ 623.16	\$ 1,236.43	\$ 1,745.45	\$ 195.05	\$ 380.21	\$ 889.23



July 16, 2019

E-2



**Monthly 2018 and 2019 Dental Premiums**

	Single	2-Party	Family
Delta Dental PPO	\$35.36	\$69.99	\$128.10
DeltaCare USA HMO	26.93	43.10	62.46

**Monthly 2018 and 2019 Vision Premium**

	Composite Rate
VSP	\$17.21



July 16, 2019

E-3



PARTICIPANT STATISTICS

**Monthly 2018 Medicare Part B Premium and Counts**

Medicare Part B Premium	Employee	Spouse	Total
\$118.00-\$134.00	13	5	18
\$187.50	2	0	2
\$267.97	1	0	1
\$348.30	1	1	2
Total	17	6	23

**Retiree over 65**

	Counts
Medicare	19
Non-Medicare	2
Total	21



July 16, 2019

E-4



**Actives by Age and District Service**

Age	District Service							Total
	< 1	1-4	5-9	10-14	15-19	20-24	≥ 25	
< 25	1	-	-	-	-	-	-	1
25-29	3	10	1	-	-	-	-	14
30-34	1	6	3	2	-	-	-	12
35-39	4	3	2	3	-	1	-	13
40-44	2	4	1	1	3	-	-	11
45-49	-	-	1	4	4	-	-	9
50-54	1	2	1	1	1	-	1	7
55-59	2	1	-	1	-	2	-	6
60-64	-	-	-	1	2	-	1	4
≥ 65	-	1	-	-	-	-	1	2
<b>Total</b>	<b>14</b>	<b>27</b>	<b>9</b>	<b>13</b>	<b>10</b>	<b>3</b>	<b>3</b>	<b>79</b>



July 16, 2019

E-5



**Active Employee Coverage<sup>9</sup>**

Medical Plan	Single	2-Party	Family	Waived	Total
Anthem CalCare HMO	2	5	15	-	22
Anthem Classic PPO	2	4	2	-	8
Kaiser	11	12	26	-	49
Waived	-	-	-	-	0
<b>Total</b>	<b>15</b>	<b>21</b>	<b>43</b>	<b>0</b>	<b>79</b>

Dental Plan	Single	2-Party	Family	Waived	Total
Delta Dental PPO	10	16	32	-	58
DeltaCare USA HMO	2	3	8	-	13
Waived	-	-	-	8	8
<b>Total</b>	<b>12</b>	<b>19</b>	<b>40</b>	<b>8</b>	<b>79</b>

<sup>9</sup> All active employees elected to participate in vision coverage



July 16, 2019

E-6



**PARTICIPANT STATISTICS**

**Retiree Coverage<sup>10</sup>**

<b>Medical Plan</b>	<b>Single</b>	<b>2-Party</b>	<b>Family</b>	<b>Waived</b>	<b>Total</b>
Anthem CalCare HMO	5	3	-	-	8
Anthem Classic PPO	6	7	1	-	14
Kaiser	1	1	-	-	2
Waived	-	-	-	1	1
<b>Total</b>	<b>12</b>	<b>11</b>	<b>1</b>	<b>1</b>	<b>25</b>

<b>Dental Plan</b>	<b>Single</b>	<b>2-Party</b>	<b>Family</b>	<b>Waived</b>	<b>Total</b>
Delta Dental PPO	11	12	1	-	24
DeltaCare USA HMO	1	-	-	-	1
Waived	-	-	-	-	0
<b>Total</b>	<b>12</b>	<b>12</b>	<b>1</b>	<b>0</b>	<b>25</b>

<sup>10</sup> All retirees elected to participate in vision coverage



July 16, 2019

E-7



**PARTICIPANT STATISTICS**

**Retiree Medical Coverage by Age Group**

<b>Age</b>	<b>Single</b>	<b>2-Party</b>	<b>Family</b>	<b>Waived</b>	<b>Total</b>
Under 50	-	-	-	-	0
50-54	-	-	-	-	0
55-59	-	-	1	-	1
60-64	1	2	-	-	3
65-69	2	4	-	-	6
70-74	3	2	-	-	5
75-79	2	2	-	1	5
80-84	1	1	-	-	2
Over 85	3	-	-	-	3
<b>Total</b>	<b>12</b>	<b>11</b>	<b>1</b>	<b>1</b>	<b>25</b>
Average Age	75.7	70.0	59.6	77.8	72.6



July 16, 2019

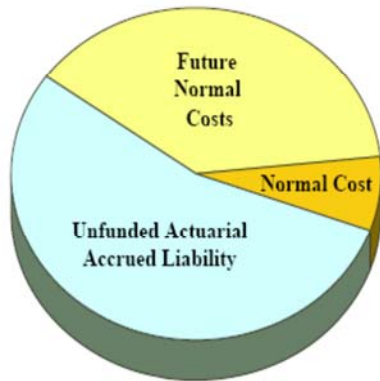
E-8



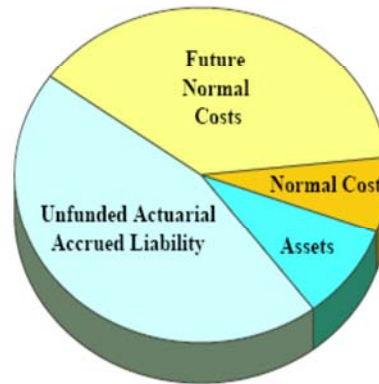


### Present Value of Benefits

Present Value of Benefits  
(Without Plan Assets)



Present Value of Benefits  
(With Plan Assets)



#### ■ PVPB - Present Value of all Projected Benefits

- Discounted value, at measurement date of all future expected benefit payments
- Expected benefit payments based on various actuarial assumptions



July 16, 2019

E-9



#### ■ AAL – Actuarial Accrued Liability / Actuarial Obligation

- Discounted value at measurement date of benefits “earned” through measurement date based on actuarial cost method
- Portion of PVPB “earned” at measurement

#### ■ NC - Normal Cost (called Service Cost under GASB 75)

- Value of benefits “earned” during current year
- Portion of PVPB allocated to current year

#### ■ Actuarial Cost Method

- Determines how benefits are “earned” or allocated to each year of service
- Has no effect on PVPB
- Has significant effect on Actuarial Obligations and Normal Cost

#### ■ Pay-As-You-Go Cost (PayGo)

- Cash Subsidy – Actual cash benefit payments to retirees
- Implied Subsidy – Difference between cost of retiree benefits and retiree premiums
- PayGo is the expected retiree benefit payments for the year while Normal Cost is the expense for benefits accrued by active employees during the year.



July 16, 2019

E-10





**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** REQUEST FOR CRITICAL NEED PAYROLL POSITION

---

**DISCUSSION:**

West Valley Water District (“District”) Accounting and Finance Department is responsible for processing payroll for the entire district which employs eighty-seven (87) fulltime and six (6) part time staff. This position is responsible for processing all payroll related functions for twenty-six (26) pay periods each year and issues 2,418 payroll checks/direct deposit. This position was occupied and became vacant as of December 2019. From December 2019, payroll processing is being performed by other staff to fill the gap, however in doing so there are other areas that are not being attended to such as: Retirement reporting, Bank Reconciliations, Monthly Investment reporting, Quarterly Tax processing etc... The Board recently approved a district-wide hiring freeze, however, this position is currently a budgeted position and is not a newly created position. It’s an existing position but vacant and extremely critical to daily operations of the district and its employees.

I am requesting the board to consider this critical need and approve a request to recruit and fill this vacancy. This position is responsible but not limited to perform the following:

- Performs payroll processing including;
  - o Review and correct time entries
  - o Process payroll taxes and deductions
  - o Set up and distribute direct deposits
  - o Prepares various payroll reports
- Initiates payments to CalPERS
  - o Retirement calculations
  - o Benefits deductions
  - o Garnishments
  - o Insurances and deferred compensation
- Prepares account reconciliations
  - o For annual payroll audits
  - o Annual compensation reports (State Mandate)
  - o Monthly payroll disbursement report (Board Request)

**FISCAL IMPACT:**

None, this is a budgeted position which is included in the FY 19-20 Budget

**STAFF RECOMMENDATION:**

That the Board of Directors approve this request to recruit and fill this critical need and vacancy.

Respectfully Submitted,



---

Clarence Mansell Jr, General Manager

sm

**ATTACHMENT(S):**

1. Staff Report - Critical Need Payroll Position



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020

**TO:** Board of Directors

**FROM:** Martin Pinon, Interim H.R and Risk Manager/ Rickey S. Manbahal, Chief Financial Officer

**SUBJECT:** Request to recruit for a critical need Payroll Staff

---

**DISCUSSION:**

West Valley Water District (“District”) Accounting and Finance Department is responsible for processing payroll for the entire district which employs eighty-seven (87) fulltime and six (6) part time staff. This position is responsible for processing all payroll related functions for twenty-six (26) pay periods each year and issues 2,418 payroll checks/direct deposit. This position was occupied and became vacant as of December 2019. From December 2019, payroll processing is being performed by other staff to fill the gap, however in doing so there are other areas that are not being attended to such as: Retirement reporting, Bank Reconciliations, Monthly Investment reporting, Quarterly Tax processing etc... The Board recently approved a district-wide hiring freeze, however, this position is currently a budgeted position and is not a newly created position. It’s an existing position but vacant and extremely critical to daily operations of the district and its employees.

I am requesting the board to consider this critical need and approve a request to recruit and fill this vacancy. This position is responsible but not limited to perform the following:

- Performs payroll processing including;
  - Review and correct time entries
  - Process payroll taxes and deductions
  - Set up and distribute direct deposits
  - Prepares various payroll reports
- Initiates payments to CalPERS
  - Retirement calculations
  - Benefits deductions
  - Garnishments
  - Insurances and deferred compensation
- Prepares account reconciliations
  - For annual payroll audits
  - Annual compensation reports (State Mandate)
  - Monthly payroll disbursement report (Board Request)

Respectfully Submitted,

---

Rickey S. Manbahal  
Chief Financial Officer





**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** CONSIDER PURCHASING METER BOX LIDS AS PART OF THE AUTOMATIC METER READING (AMR) PROJECT FROM WESTERN WATER WORKS SUPPLY COMPANY

---

**BACKGROUND:**

West Valley Water District (District) is currently replacing old manually read meters and upgrading older Automatic Meter Reading (AMR) meters to new meters that are capable of operating in either AMR (walk-by/drive-by) or Advanced Metering Infrastructure (AMI) (fixed based) mode as part of the AMR Water Meter Replacement capital project. This gives the District an option to affordably and realistically migrate to AMI in the future. The District currently replaces the existing meter box lids with new custom made lids that accommodate the Meter Transceiver Unit (MXU) radio to be mounted in the lid. The signals are guaranteed to transmit to their proposed range as long as the MXU radios are mounted in the meter box lids. District staff has been ordering five different sizes of meter box lids and has switched suppliers due to competitive pricing and product quality.

**DISCUSSION:**

The new meter box lids come with the District logo and include a piece of metal in them for ease of locating if they are covered with dirt. These features were not offered from a previous supplier. In order for a new supplier to provide the District with one of these products they will have to add this to their production line with substantial cost for new molds and extra production runs.

Nicor, Inc. submitted the lowest quote and is able to supply meter box lids with the requested specifications with a condition that the District would commit to purchasing 2,000 of these specified meter box lids in calendar year 2020. Western Water Works Supply Company is Nicor, Inc.'s exclusive representative. The Meter Services Department has a need for 2,000 specified meter box lids.

The costs are summarized below:

Western Water Works Supply Company	Nicor, Inc.	Oldcastle Infrastructure	Jensen Precast
\$39.50/Lid + Taxes	\$39.50/Lid + Taxes	\$47.19/Lid + Taxes	Declined

The total cost for 2,000 meter lids is \$85,122.50 from Western Water Works Supply company. Orders will be broken up into quantities of 500 each.

**FISCAL IMPACT:**

This item was included in the Fiscal Year 2019/20 Capital Budget and will be funded from project number W20012 titled "Meters and MXU's" with a budget of \$510,000.00.

The District has complied with the District's purchasing policy regarding this item.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Directors approve the purchase of 2,000 B36 Nicor custom polymer meter box lids from Western Water Works Supply Company in the amount not to exceed \$86,000.00 in calendar year 2020.

Respectfully Submitted,



---

Clarence Mansell Jr, General Manager

CM:jc

**ATTACHMENT(S):**

1. Exhibit A - Photos of Meter Lid
2. Exhibit B - Sole Source Justification Form
3. Exhibit C - Quotes

**MEETING HISTORY:**

02/12/20      Engineering and Planning Committee REFERRED TO BOARD

# EXHIBIT A



Meter Lid - Front



Meter Lid - Back



# EXHIBIT B

# Sole Source Justification

## AMR Meter Lid Replacement

**1. Why do we need to acquire the goods and services?**

West Valley Water District ("District") is currently replacing old manually read meters and upgrading older AMR meters to Advanced Metering Infrastructure (AMI) technology as part of our "AMR – Water Meter Replacement" (W20012) capital project. As we move forward with this project, the District currently replaces the existing meter box lids with new custom made lids that will accommodate our AMI radio (MXU) to be mounted in the lid.

**2. Why are the goods or services the only ones that can meet your needs?**

The Sensus AMI system we use is guaranteed to transmit to their proposed range as long as the MXU/radios are mounted in the meter box lids. We currently order five different sizes of meter box lids and we have switched suppliers due to getting better pricing and product quality. These new lids From Nicor, Inc. come with our District logo and include a piece of metal in them for ease of locating if they are covered with dirt. These items were not offered from our other suppliers.

**3. Were alternative goods/services evaluated? If yes, why are those unacceptable?**

We have one other option from Oldcastle that is made of heavy concrete, which has proven to be too heavy to lift especially repeatedly as is sometimes required by our meter readers. Nicors, Inc. meter box lid is made from lightweight polymer.

**4. What efforts were made to get the best price?**

We requested price quotes from three suppliers. Jensen precast did not reply to our request. Oldcastle came in with the highest price and Nicors, Inc. quote is the lowest.

**5. What impact is there if the sole source is not used?**

The District Will benefit from lower cost, Our District logo will be displayed and we will have a better way to locate our meters if buried.

**Recommendation: We recommend purchasing Nicor, Inc. meter box lids.**

Supervisor/Department Head Signature: Bill W Date: 2/3/20

Supervisor/Department Head Print Name: Bill Krueger

General Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

General Manager Print Name: \_\_\_\_\_

# EXHIBIT C

**PROPOSAL**

QUOTE DATE	EXPIRATION DATE	QUOTE NO.
11/13/19	12/13/19	552690-00
	JOB ID	PAGE NO.
	NICOR COVER	1

CUST #: 23031

<b>BILL TO</b>
WEST VALLEY WATER DIST P O BOX 920 RIALTO, CA 92377-0920

<b>SHIP TO</b>
WEST VALLEY WATER DIST 855 W BASELINE RD RIALTO, CA 92376

<b>INSTRUCTIONS</b>	<b>SHIP POINT</b>	<b>VIA</b>	<b>SHIPPED</b>	<b>TERMS</b>	<b>CONTACT</b>	<b>BILL KRUEGER</b>
	CHINO	OUR TRUCK		NET 30 DAYS	<b>WORK PHONE</b>	(909) 875-1804
					<b>WORK EMAIL</b>	bill@wvwd.org

LN	PRODUCT AND DESCRIPTION	ORDERED	BO	SHIPPED	UM	PRICE	NET AMOUNT
-	NO DELIVERIES ACCEPTED BETWEEN 11:30-1:00 (CLOSED FOR LUNCH)						
1	B13NLCUSWVWTHSS# B36 NICOR READ-RITE POLYMER COVER CUSTOM CREATIVE GRAY WEST VALLEY WATER LOGO SENSUS SHALLOW RECESS WVW#4	500		500	EA	39.50	19750.00
1	Lines Total	Qty Shipped Total	500		Total		19750.00
					Taxes		1530.63
					Invoice Total		21280.63



# Quote

Bill Kruegar

West Valley Water  
855 Rialto, CA92377  
909-820-3709

[bill@wwwd.org](mailto:bill@wwwd.org)

<b>Date</b>	November 7, 2019
<b>Valid Until</b>	December 31, 2020
<b>Quote #</b>	AC112019-4
<b>Customer</b>	West Valley Water
<b>Project</b>	

Product Number	Description	Quantity	Cost	Line Total
B13NLCUSWWthSS	Nicor Read-Rite Polymer Replacement Lid for B36, No Lock, Custom Creative Gray, West Valley Water Logo, Gray, Sensus Shallow Recess WWV#4  Initial po's need to total 2,000 lids and full quantity must ship in 2020. Orders may be broken up into quantities of 500.	500	\$ 39.50	\$ 19,750.00

### Special Notes and Instructions

Freight Included

**Total \$ 19,750.00**

**Thank you for your business!**

Should you have any questions concerning this quote, please contact Amy Collins 512-971-8679  
Tel: 512-971-8679 Fax: 512-276-2033 E-mail: [amyecollins@nicorinc.net](mailto:amyecollins@nicorinc.net) Web: [www.nicorinc.net](http://www.nicorinc.net)



Oldcastle Infrastructure  
509 S McKenna St  
Poteau OK 74953  
United States

Phone: (918) 564-2250  
Fax: (866) 446-6519  
www.oldcastleinfrastructure.com

# Contract & Proposal

## EST13753

Date: 11/13/2019

**Bill To**

West Valley Water District  
855 W BASE LINE RD  
RIALTO CA 92376-3103  
United States

**Ship To**

Stock  
West Valley Water District  
855 W BASE LINE RD  
RIALTO CA 92376-3103  
United States

Contact Name:

Contact Phone:

All products and services listed on this Estimate are provided under the Standard Terms and Conditions located at [www.oldcastleprecast.com/company/Pages/TermsandConditions.aspx](http://www.oldcastleprecast.com/company/Pages/TermsandConditions.aspx). Items and quantities shown are the basis for the quotation, and we are not responsible for any discrepancies between this list and actual items or quantities.

Expires	Customer	Terms	Sales Rep	Partner	Delivery Terms
12/13/2019	121078	Net30	Sitarz, Brian	300118 OES - House account	

Quantity	Unit	Item	Tax	Unit Price (Rate)	Ext. Amount
1	Ea	02007101 Lid, FL03 P 'WATER', AMR 2.0" X 4.125" X .3125"	Yes	\$17.16	\$17.16
1	Ea	02500045 Lid, FLX09 P - "Water", AMR 2.0" x 4.125" x .3125", Flexnet	Yes	\$30.18	\$30.18
1	Ea	02001032 Box, FL12 T 12" (W/Mouseholes) FL12TBOX12 WM	Yes	\$48.37	\$48.37
1	Ea	02001385 Lid, FL12 P - "Water", AMR 2.0" X 4.125" X .125"	Yes	\$29.63	\$29.63
1	Ea	02006095 Box, FL36 T 12" FL36TBOX12	Yes	\$78.27	\$78.27
1	Ea	02001568 Lid, FL36 P - "Water", AMR 2.0" X 4.125" X .125"	Yes	\$75.00	\$75.00
1	Ea	12204092 Lid, LPC 1220, "Water", AMR AMR - 2.125" x 4.125" x .1875"	Yes	\$47.19	\$47.19

**Subtotal** \$325.80

**Tax (7.75%)** \$25.26

**Total (USD)** \$351.06

Sales Person: Sitarz, Brian

(Accepted by)



EST13753

1 of 2

Packet Pg. 255



## Purchase Order Requisition

REQN. DATE	NEED-BY DATE	REQUISITIONER	AUTHORIZED BY: Please see Signing Authority below	APPROVE DATE	ASSIGNED P.O. #
01/30/20		Bill Krueger			

Req No.	AUTHORIZED VENDOR: Western Water Works	VEND #	55
---------	--	--------	----

QTY	UNIT	G.L. CODE (Do not enter dashes)	PROJ# OR N/A FOR NONE	DESCRIPTION	UNIT PRICE	TOTAL
2000	ea	11-8110-569-49-90	W20012	B36 Nicor polymer custom cover	39.50	79,000.00
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-

NOTES: AMR Project With Other Vendor Quotes? <input checked="" type="checkbox"/> Yes Type of Purchase Approved Vendor	Pls. select from drop-down Sole source	SUBTOTAL \$ 79,000.00 SALES TAX \$ 6,122.50 SHIPPING & HANDLING . OTHER ESTIMATED TOTAL \$ 85,122.50
---	---	--

Purchase Amount	Signing Authority:	Procurement
\$500 to \$1,000	Supervisor/Board Secretary	2 Verbal or Written Quotes
Less than \$5,000	Department Head	3 Written Quotes
Less than \$10,000	CFO/AGM	3 Written Quotes
Less than \$25,000	GM	3 Requests for Proposal
Over \$25,000	Need Board Approval	3 Requests for Qualification/Proposal





**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** EMERGENCY REQUEST FOR CIP BUDGET AMENDMENT TO FACILITATE ADDITIONAL MAXIMO USER LICENSING AND HOSTING SERVICES WITH POLARIS SOLUTIONS

---

**BACKGROUND:**

The District has been developing an Asset Management Program utilizing the Maximo Software System. The project has been underway for approximately one (1) year. It is now time to purchase user licensing and move to a production environment. The original implementation date for employees using Maximo for Purchasing and Work Order was October 14, 2019.

This item was discussed and approved in the Safety and Technology Committee Meeting on September 17, 2019 and was included in one of the Board Approval Items for September 26, 2019 Special Board Meeting. However, the said meeting was cancelled. Due to the delay, it created an emergency situation to implement the Asset Management Program in line with Tyler Incode in a timely manner. The item was moved to the succeeding Board Meetings on October 3, 2019 and October 10, 2019, which unfortunately were both cancelled as well. This item has been postponed multiple times during the following Board Meetings to February 6, 2020. Due to the further delay, our access to Maximo Software was placed on hold on December 23, 2019 which resulted in heavily impacting the District's purchasing functions, interruption of ongoing projects such as Tyler and Maximo Integration development, Asset Management Work Flow and Service Request developments. The delay also resulted in the inability of staff to process inventory transactions in Maximo. Since the shutdown, inventory transactions are being managed manually.

**DISCUSSION:**

Consider the review of the contract and purchase of Maximo User Licensing and Hosting services from Polaris Solutions. Polaris Solutions provided extended Maximo support and expertise as we develop our asset management system. It will be bundled with Maximo cloud hosting services. The Staff would like to move our existing short term hosting service from Tangentia which is a DB2 Database to a long term service with Polaris Solutions which we have an option to procure a SQL database. The new hosting service matches our new Tyler System SQL database and is better suited in providing an easier collaboration environment for Tyler Incode and Maximo integration. The new service will also bring better user support and provide separate production and testing environments for development and enhanced first and second level Maximo software support. Polaris Solutions

was recommended by our IBM (Maximo) consultant.

<b>Maximo Users</b>	<b>Polaris</b>	<b>Cohesive</b>	<b>IBM</b>
<b>Total for 62 Users</b>	\$99,457.40	\$91,896.56	\$94,005.60
Sales/Use Tax	\$7,707.95	\$7,121.98	\$7,285.43
License Service Quotes	\$107,165.35	\$99,018.54	\$101,291.03
Hosting Service Quotes	\$22,440.00	\$45,920.00	\$43,429.20
<b>Combined License and Hosting Total</b>	<b>\$129,605.35</b>	<b>\$144,938.54</b>	<b>\$144,720.23</b>

**FISCAL IMPACT:**

We are requesting a CIP Budget Amendment to facilitate additional Maximo User Licensing and hosting services for \$104,605.35 (129,605.35 minus \$25,000 already budgeted for Hosting Service in FY 2019-2020 Budget. The requested funds are available in the CIP Contingency Fund.

**STAFF RECOMMENDATION:**

Staff recommends the Board to approve a Maximo Licensing and Hosting Services Contract with Polaris Solutions and authorizes the General Manager to execute the necessary Budget Amendment documents.

Respectfully Submitted,




---

Clarence Mansell Jr, General Manager

DG

**ATTACHMENT(S):**

1. Cohesive License 2019
2. Cohesive Hosting Quote
3. IBM License Quote
4. IBM Hosting Quote
5. Polaris 7.6 Maximo Licensing Proposal Rev 2
6. Emergency Request Staff Report



Quotation

Cohesive Solutions, Inc.
125 TownPark Drive Suite 240
Kennesaw, GA 30144
Phone: 678-233-1280 Cell: 770-378-5402
Email: mlogsdon@cohesivesolutions.com

DATE: 9/17/2019
Proposal #: ML-WVWD-20190917-SW
Customer ID: 9635592

Proposal For:

Quotation valid until: 9/30/2019
Prepared by: Matt Logsdon

West Valley Water District
Attn: Albert Clinger
aclinger@wwvd.org

Table with 5 columns: Item #, Part #, ITEM - DESCRIPTION, QTY, UNIT PRICE, EXTENDED PRICE. Contains 3 rows of software licenses and a total row.

Notes:

- 1. Pricing includes software maintenance from Cohesive Solutions.
2. The terms and conditions of the IBM International Program License Agreement (IPLA) and the License Information (LI) apply.
3. Price quoted does not include any VAT/GST/sales tax.
4. A copy of this quotation shall be attached to any resulting Purchase Order.
5. Net payment of Total Fees is due upon receipt of invoice.
6. This quotation, and the documents referenced herein, constitute the entire agreement between the parties.

ANNUAL HOSTING FEES			
Project Description	Quantity	Unit Price	Extended Price
BYOL Maximo Core Authorized User	5	\$ 993.60	\$ 4,968.00
BYOL Maximo Core Limited User	12	\$ 498.00	\$ 5,976.00
BYOL Maximo Core Express User	45	\$ 187.20	\$ 8,424.00
MaaS Integration Annual Fee	1	\$4,800.00	\$ 4,800.00
MaaS Site-to-Site VPN Annual Fee	1	\$3,600.00	\$ 3,600.00
MaaS LDAP enabled SSO Annual Fee	1	\$1,800.00	\$ 1,800.00
Annual Minimum Gap			\$ 5,432.00
			<b>\$ 35,000.00</b>

ONE TIME SETUP FEE			
Project Description	Quantity	Projetechn MSRP	Projetechn Extended MSRP
MaaS One-Time setup fee	1	\$6,120.00	\$ 6,120.00
One-Time Setup Fee for Integration	1	\$1,800.00	\$ 1,800.00
One-Time Setup Fee for Site-to-Site VPN	1	\$1,800.00	\$ 1,800.00
One-Time Setup Fee for MaaS LDAP enabled SSO	1	\$1,200.00	\$ 1,200.00
			<b>\$ 10,920.00</b>

For the 1<sup>st</sup> year the annual fee includes one (1) production and two (2) non-production environments. Starting in the 2<sup>nd</sup> year WVWD will have the option to continue with the 2<sup>nd</sup> non-production for \$9,000 per year. The annual hosting fee includes up to 10GB of storage for the Maximo database and attachments. Additional space is available in 10GB blocks for \$620 per year. The Maximo database will be MS SQL-Server.

Please let me know if you want a quote for the software as well.

Anything else I can provide at this point?

Many thanks!

Matt

**Matt Logsdon**

*Executive Vice President*

E: [mlogsdon@cohesivesolutions.com](mailto:mlogsdon@cohesivesolutions.com)

O: (678) 233-1287 Kennesaw, GA

O: (713)-481-5462 Houston, TX

C: (770) 378-5402

**From:** Albert Clinger <[aclinger@wvwd.org](mailto:aclinger@wvwd.org)>

**Sent:** Monday, September 16, 2019 6:04 PM

**To:** Matt Logsdon <[mlogsdon@cohesivesolutions.com](mailto:mlogsdon@cohesivesolutions.com)>

**Subject:** RE: Maximo Software

**Diana Gunn**

---

**From:** Albert Clinger  
**Sent:** Tuesday, September 17, 2019 10:29 AM  
**To:** Diana Gunn  
**Subject:** FW: Maximo Software

**Importance:** High

Albert Clinger  
Business Systems Manager  
West Valley Water District  
855 W Baseline Rd, Rialto CA 92376  
909-875-1804 X336

**From:** Matt Logsdon <mlogsdon@cohesivesolutions.com>  
**Sent:** Tuesday, September 17, 2019 9:48 AM  
**To:** Albert Clinger <aclinger@wvwd.org>  
**Subject:** RE: Maximo Software  
**Importance:** High

Hi Albert,

Following up on our short conversation yesterday please find the attached estimate to host WVWD Maximo licenses.

There are two types of fees. One is the annual hosting fee and the other is a one-time set-up fee (which is non-recurring).

Our annual minimum hosting fee is \$35,000 per year. Based on your configuration we have added the Annual Minimum Gap line to make up the difference.

# International Business Machines Corporation

International Business Machines Corporation, PO Box 643600, Pittsburgh, PA 15264-3600



## IBM Software Quotation

19-Sep-2019

Attn: Diana Gunn  
West Valley Water District  
855 W BASE LINE RD  
RIALTO CA 92376-3103  
UNITED STATES

Passport Advantage Express Site Number: 3869075  
IBM Customer Number: 9635592

Dear Customer:

Thank you for your inquiry regarding IBM Software.

Any and all prices herein are suggested prices only and are subject to change at IBM's sole discretion. Products listed herein are subject to withdrawal or modification by IBM at any time at IBM's sole discretion. Final coverage dates for new license, Software Subscription and Support reinstatement, and Software Subscription and Support renewal part numbers will be based upon IBM's acceptance of the order, and as specified in the applicable agreements, irrespective of the dates which may appear in this quote.

This quotation is valid from 19-Sep-2019 and will expire on 30-Sep-2019.

Your order will be governed by and is subject to the terms of your Passport Advantage Agreement or the Passport Advantage Express Agreement, as applicable, against which this transaction will be placed.

Data Processing Protection - IBM's Data Processing Addendum (DPA) at <http://ibm.com/dpa> and the DPA Exhibit at <https://www.ibm.com/mysupport/s/article/support-privacy> apply to Client personal data, if and to the extent: i) the European General Data Protection Regulation (EU/2016/679); and ii) other data protection laws identified at [www.ibm.com/dpa/dpl](http://www.ibm.com/dpa/dpl) apply.

If you need assistance with placing your order or wish to discuss your quotation, please contact the IBM Representative noted below.

Yours sincerely,

Jay F Suwara  
Phone Number: 1-617-513-0558  
Fax Number:  
E-mail Address: [jsuwara@us.ibm.com](mailto:jsuwara@us.ibm.com)

**IBM is offering you an Extended Payment Plan (EPP) for this quote, subject to the terms of the attached EPP Agreement. As an alternative to paying cash up front, you may choose to make three payments. The first payment is deferred for 3 months, with the second and third payments due in months 6 and 9.**

**If you wish to take advantage of this offer, please sign and return the attached EPP Agreement to IBM with your purchase order. By not signing the EPP Agreement, you are declining the Extended Payment Plan.**

# International Business Machines Corporation

International Business Machines Corporation, PO Box 643600, Pittsburgh, PA 15264-3600



3.6.c

Quotation Number: 18473196  
IBM Contact: Jay F Suwara  
Phone Number: 1-617-513-0558

Quote Effective Date: 19-Sep-2019  
Quote Expiration Date: 30-Sep-2019

Passport Advantage Express Site Number: 3869075  
IBM Customer Number: 9635592

Customer:  
Attn: Diana Gunn  
West Valley Water District  
855 W BASE LINE RD  
RIALTO CA 92376-3103  
UNITED STATES

Item	Part Number	Quantity		Unit SVP Price	Discounted Price	Extended Amount
<b>IBM Maximo Asset Management Authorized User License + SW Subscription &amp; Support 12 Months</b>						
001	D0GYALL	5		6,200.00	4,836.00	24,180.00
19-Sep-2019 - 30-Sep-2020						
<b>IBM Maximo Asset Management Limited Use Authorized User License + SW Subscription &amp; Support 12 Months</b>						
002	D0GY8LL	12		3,110.00	2,425.80	29,109.60
19-Sep-2019 - 30-Sep-2020						
<b>IBM Maximo Asset Management Express Use Authorized User Licence + SW Subscription &amp; Support 12 Months</b>						
003	D0S8KLL	45		1,160.00	904.80	40,716.00
19-Sep-2019 - 30-Sep-2020						

Useful/Important Web resources:

Passport Advantage information, customer secure site access, training, etc.: [ibm.com/software/passportadvantage](http://ibm.com/software/passportadvantage)  
IBM's International Program License Agreement and product License Information documents: [ibm.com/software/sla](http://ibm.com/software/sla)  
IBM Software Support web site: <https://www.ibm.com/software/support/handbook.html>

IBM Customer Number: 9635592

# International Business Machines Corporation

International Business Machines Corporation, PO Box 643600, Pittsburgh, PA 15264-3600



Item	Part Number	Quantity		Unit SVP Price	Discounted Price	Extended Amount
<p>IBM acceptance of the order is subject to credit approval.</p> <p>Applicable tax will be recalculated at the time of order processing.</p> <p style="text-align: right;"><b>Subtotal in USD: 94,005.60</b>  <b>Estimated Tax in USD: 7,285.43</b>  <b>Total in USD: 101,291.03</b></p> <p>Your order is governed by and subject to the terms of your Passport Advantage Agreement or the Passport Advantage Express Agreement, as applicable, against which this transaction will be placed.</p> <p>Data Processing Protection - IBM's Data Processing Addendum (DPA) at <a href="http://ibm.com/dpa">http://ibm.com/dpa</a> and the DPA Exhibit at <a href="https://www.ibm.com/mysupport/s/article/support-privacy">https://www.ibm.com/mysupport/s/article/support-privacy</a> apply to Client personal data, if and to the extent: i) the European General Data Protection Regulation (EU/2016/679); and ii) other data protection laws identified at <a href="http://www.ibm.com/dpa/dpl">www.ibm.com/dpa/dpl</a> apply.</p>						

Useful/Important Web resources:

Passport Advantage information, customer secure site access, training, etc.: [ibm.com/software/passportadvantage](http://ibm.com/software/passportadvantage)

IBM's International Program License Agreement and product License Information documents: [ibm.com/software/sla](http://ibm.com/software/sla)

IBM Software Support web site: <https://www.ibm.com/software/support/handbook.html>

IBM Customer Number: 9635592



# International Business Machines Corporation

*International Business Machines Corporation, PO Box 643600, Pittsburgh, PA 15264-3600*

3.6.c



## IBM Terms and Conditions

### IBM International Passport Advantage Express Agreement

The quote or order to which this document relates is governed by the terms of the Passport Advantage Express Agreement and its associated attachment(s).

Please read all terms for each of the above referenced Transaction Document(s) to ensure you are agreeing to the most recent version of the document. If you have any trouble with the link provided, please copy and paste the appropriate URL in your browser's navigation bar.

Useful/Important Web resources:

Passport Advantage information, customer secure site access, training, etc.: [www.ibm.com/software/passportadvantage](http://www.ibm.com/software/passportadvantage)

IBM's International Program License Agreement and product License Information documents: [www.ibm.com/software/sla](http://www.ibm.com/software/sla)

IBM Software Support Web site: <https://www.ibm.com/software/support/handbook.html>

IBM Customer Number: 9635592



EPP Agreement No: 18473196

GCS Request No.: CR000023FFCD

## IBM Software Extended Payment Plan

WEST VALLEY WATER DISTRICT ("Client") 855 W BASE LINE RD RIALTO CA 92376-3103 UNITED STATES	International Business Machines Corporation ("IBM") PO Box 643600 Pittsburgh, PA 15264-3600
Client Reference No.:	

This IBM Software Extended Payment Plan ("Agreement") provides the terms under which IBM offers Client an installment payment plan for one-time charges on eligible invoices issued under the IBM International Passport Advantage Agreement, IBM Client Relationship Agreement or equivalent agreement (License Agreement). Client must sign and return this Agreement to IBM on or before the Validity Date defined below. This Agreement does not take effect until IBM receives and accepts it. If not accepted by IBM, Client will pay the invoices in accordance with the License Agreement.

### TRANSACTION DETAILS AND PAYMENTS

Product Description	Payment Term	Amount Funded (USD)	Periodic Payment (USD)
Passport Advantage Distributed License and/or Subscription Charges	9 Month(s)	94,005.60	3 Payments of 31,633.35
<b>TOTAL</b>		94,005.60	3 Payments of 31,633.35

Payment Period: Quarterly  
Validity Date: 09/30/2019

Payment Type: Arrears  
Payment Method: Check

### GENERAL TERMS AND CONDITIONS

- 1. TERM.** The initial Payment Period shall begin on the first day of the month following the Commencement Date (defined below). The term begins on the Commencement Date and ends on the last day of the month that is the number of Payment Periods listed under the Payment Term for each item from the beginning of the initial Payment Period ("Term"). **The Term is not cancelable and may not be terminated except as stated in this Agreement.**
- 2. COMMENCEMENT DATE.** The Commencement Date shall be the date Client becomes entitled to use the items acquired under the terms of the License Agreement and as listed on the applicable Proof(s) of Entitlement. Client agrees to pay the Periodic Payments and other amounts in accordance with this Agreement.
- 3. PAYMENT.** The Periodic Payments are due and payable on the last day of each consecutive Payment Period during the Term (such date, the "Due Date"). For any Periodic Payment not made by its due date, Client agrees to pay a late charge of 1.5% of the unpaid amount per month subject to the maximum limitations allowed by law. If it is determined that any amounts received from Client in respect of late charges were in excess of the highest rate allowed by applicable law then the excess amount shall be credited to Client's other obligations to IBM or, if all other obligations have been satisfied, refunded to Client. Client's commitment to pay the amounts due under this Agreement are absolute and unconditional and such amounts shall be paid in full when payable notwithstanding any problem with any products or services invoiced and notwithstanding any right it may have, including any right it may have under the License Agreement, to withhold, dispute, or set off any charges due, or to assert any counterclaim of any kind or to adjust or reduce the amount of an invoice. This Agreement is separate from the License Agreement and is separately enforceable.
- 4. CHANGES; NOTICES; COMMUNICATIONS.** Notices and requests from Client are to be submitted to the IBM address specified on Client's periodic invoice. Notices and requests from IBM are to be submitted to Client's address in this Agreement. The parties consent to the use of electronic means and facsimile transmissions for communications as a signed writing. Any reproduction of this Agreement and any related documents made by reliable means is considered an original.
- 5. ASSIGNMENT.** Client may not assign, or transfer Client's obligations, interest, or rights in this Agreement, in whole or in part. IBM shall sell or assign all, or part, of IBM's interest or rights in this Agreement without prior notice to Client. Client agrees not to assert against any such assignee any claim, set-off, defense, recoupment or counterclaim that Client may have against IBM or any other person. Notwithstanding any confidentiality obligations that IBM has to Client, Client agrees that for purposes of any such assignment IBM may disclose the terms of this Agreement and any related documents to any assignee. This Agreement shall be binding upon Client's successors or permitted assigns.



EPP Agreement No: 18473196

GCS Request No.: CR000023FFCD

### IBM Software Extended Payment Plan

**6. GOVERNING LAW.** This Agreement will be governed by and construed in accordance with the laws of the State of New York without regard to its conflict of laws principles. Each party is responsible for complying with: i) laws and regulations applicable to its business and content, and ii) import, export and economic sanction laws and regulations, including those of the United States that prohibit or restrict the export, re-export, or transfer of products, technology, services or data, directly or indirectly, to or for certain countries, end uses or end users. Client is responsible for its use of IBM and Non-IBM Products.

**7. DEFAULT.** It shall be an Event of Default under this Agreement if any of the following shall occur: (i) Client fails to pay in full any amount under this Agreement when due; (ii) Client breaches any obligation or provision under this Agreement; (iii) any guarantee of Client's obligations or other credit enhancement under this Agreement shall cease to be in full force and effect (or is asserted by the provider not to be); (iv) any petition or proceeding is filed by or against Client or any guarantor of Client's obligations under this Agreement ("Guarantor"), under any bankruptcy, insolvency, receivership or similar law, or Client or any Guarantor admits in writing its insolvency or inability to pay its debts as they come due; (v) Client defaults under any other agreement with IBM; (vi) Client or Guarantor or its directors or stockholders takes any action in connection with its dissolution, liquidation or the winding up of its affairs, including, without limitation, ceases doing business, or sells or disposes of all or substantially all its assets; or (vii) any person or entity acquires a majority interest in Client and such person or entity has a credit rating, as determined by IBM, which is lower than Client's credit rating, unless approved by IBM or its assignee, which will not be unreasonably withheld.

**8. REMEDIES.** If any Event of Default occurs, then IBM may take any or all of the following actions: (i) terminate this Agreement; (ii) require Client to immediately pay, and Client shall pay, all outstanding Periodic Payments and other amounts under this Agreement (including late charges, attorney fees and other expenses) in a lump sum; (iii) terminate the license to the products that are subject to this Agreement; provided that, in the event of an Event of Default described in clause (iv) in the Default paragraph above, this Agreement shall automatically terminate and all outstanding amounts shall automatically become immediately payable without notice.

**9. SURVIVAL; ACCOUNTING.** Client's obligations under this Agreement, which by their nature would continue beyond the expiration of this Agreement, shall survive the expiration or termination of this Agreement. Neither IBM nor IBM's affiliates and subsidiaries make any representation whatsoever regarding Client's accounting treatment applicable to this Agreement. IBM accounts for receivables under this Agreement as financing receivables for U.S. reporting purposes.

**10. GENERAL.** This agreement may be signed in counterparts. The terms of this Agreement are the exclusive terms between the parties relating to the subject matter of this Agreement and supersede any prior agreements or discussions relating to the subject matter of this Agreement. Client represents and warrants that (a) Client's name as set forth in the signature block below is Client's exact legal name; and (b) this Agreement has been duly authorized and executed by Client and constitutes Client's legal, valid and binding obligation. **IBM's entire liability for all claims related to this Agreement will not exceed any actual direct damages incurred by Client up to the amounts paid (if recurring charges, up to 12 months' charges apply) hereunder regardless of the basis of the claim. This limit applies collectively to IBM, its subsidiaries, contractors, and suppliers. IBM will not be liable for special, incidental, exemplary, indirect, or economic consequential damages, or lost profits, business, revenue, goodwill or anticipated savings.**

Accepted by:

\_\_\_\_\_  
By \_\_\_\_\_  
Authorized Signature

**International Business Machines Corporation**  
By \_\_\_\_\_  
Authorized Signature

Name (Type or Print):  
Title:  
Date:

Name (Type or Print):  
Title:  
Date:

International Business Machines Corporation  
International Business Machines Corporation, PO Box 643600, Pittsburgh, PA  
15264-3600



## IBM Quotation

Attn: Diana Gunn  
West Valley Water District  
855 W BASE LINE RD  
RIALTO CA 92376-3103  
UNITED STATES

IBM Site Number: 3869075  
IBM Customer Number: 9635592

Dear Diana Gunn

Thank you for being an IBM Client. We are delighted to provide this quote for IBM offerings.

Worldwide, companies like yours are increasingly demanding more from their information technology infrastructure, increased flexibility, scalability and agility to meet changing business needs. At the same time, they want reduced cost, rapid deployment and investment recovery.

Over the years, our products, services and solutions capabilities have given our Clients the reliability, availability, security, and manageability to improve operations and achieve efficiency while accommodating growth at reduced cost. These characteristics have been and will remain fundamental to the IBM portfolio.

This quotation is valid from 20-Sep-2019 and will expire on 30-Sep-2019.  
We look forward to your order.

If you need assistance with placing your order or wish to discuss your quotation, please contact the IBM Representative noted below.

Yours sincerely,

Jay F Suwara  
Phone Number: 1-617-513-0558  
Fax Number:  
E-mail Address: jsuwara@us.ibm.com

International Business Machines Corporation  
 International Business Machines Corporation, PO Box 643600, Pittsburgh, PA  
 15264-3600



## IBM Quotation

### Quotation Information

Number: **18473194**  
 Effective Date: **20-Sep-2019**  
 Expiration Date: **30-Sep-2019**

### Customer Information

Attn: **Diana Gunn**  
 West Valley Water District  
 855 W BASE LINE RD  
 RIALTO CA 92376-3103  
 UNITED STATES

### Sales Representative

IBM Contact: **Jay F Suwara**  
 Phone Number: **1-617-513-0558**  
 E-mail Address: [jsuwara@us.ibm.com](mailto:jsuwara@us.ibm.com)

IBM Site Number: **3869075**  
 IBM Customer Number: **9635592**

### Summary

Software, Appliance, and Subscription and Support Total	0.00
Software as a Service Total	134,235.31
Estimated Tax	0.00
<b>Total</b>	<b>134,235.31 USD</b>

## Software as a Service

### Subscription Entitlements

#### IBM Maximo EAM SaaS Flex

##### IBM Maximo EAM SaaS Flex Service Level Agreement

Subscription Part#: **D1C72LL**  
 Billing: **Upfront**  
 Unit Price: **Tiered**

Committed Term: **36 Months**  
 Committed Term Price Change: **Increase 3.000 % every 12 Months**  
 Renewal Type: **Autorenew for 12 Months**  
 Renewal Term Price Change: **Increase 5.000 % at time of first renewal period and then every 12 Months**

Item	Quantity	Month	Subscription Rate	Item Price
1	1	1-36	0.00	0.00
<b>Subtotal</b>				<b>0.00 USD</b>

##### IBM Maximo EAM SaaS Flex Authorized User Subscription per Month

Subscription Part#: **D1UIYLL**  
 Overage Part#: **D1UIZLL**  
 Billing: **Annual**  
 Unit Price: **Tiered**

Committed Term: **36 Months**  
 Committed Term Price Change: **Increase 3.000 % every 12 Months**  
 Renewal Type: **Autorenew for 12 Months**  
 Renewal Term Price Change: **Increase 5.000 % at time of first renewal period and then every 12 Months**

Item	Quantity	Month	Subscription Rate	Item Price	Overage Rate
2	5	1-12	11,100.00	11,100.00	222.00

International Business Machines Corporation  
 International Business Machines Corporation, PO Box 643600, Pittsburgh, PA  
 15264-3600



3	5	13-24	11,433.00	11,433.00	228.66
4	5	25-36	11,775.99	11,775.99	235.52
<b>Subtotal</b>				<b>34,308.99 USD</b>	

### IBM Maximo EAM SaaS Flex Limited Use Authorized User Subscription per Month

Subscription Part#: **D1V18LL**  
 Overage Part#: **D1V19LL**  
 Billing: **Annual**  
 Unit Price: **Tiered**

Committed Term: **36 Months**  
 Committed Term Price Change: **Increase 3.000 % every 12 Months**  
 Renewal Type: **Autorenew for 12 Months**  
 Renewal Term Price Change: **Increase 5.000 % at time of first renewal period and then every 12 Months**

Item	Quantity	Month	Subscription Rate	Item Price	Overage Rate
5	12	1-12	13,291.20	13,291.20	111.00
6	12	13-24	13,689.94	13,689.94	114.33
7	12	25-36	14,100.63	14,100.63	117.76
<b>Subtotal</b>				<b>41,081.77 USD</b>	

### IBM Maximo EAM SaaS Flex Express Use Authorized User Subscription per Month

Subscription Part#: **D1V1ALL**  
 Overage Part#: **D1V1BLL**  
 Billing: **Annual**  
 Unit Price: **Tiered**

Committed Term: **36 Months**  
 Committed Term Price Change: **Increase 3.000 % every 12 Months**  
 Renewal Type: **Autorenew for 12 Months**  
 Renewal Term Price Change: **Increase 5.000 % at time of first renewal period and then every 12 Months**

Item	Quantity	Month	Subscription Rate	Item Price	Overage Rate
8	45	1-12	19,038.00	19,038.00	40.00
9	45	13-24	19,609.14	19,609.14	41.20
10	45	25-36	20,197.41	20,197.41	42.44
<b>Subtotal</b>				<b>58,844.55 USD</b>	

**Subscriptions Sub-Total** **134,235.31 USD**

*Applicable tax will be recalculated at the time of order processing.*

IBM acceptance of the order is subject to credit approval.  
 Upon placing your order, please supply a Purchase Order or, if not PO driven, a signed Firm Order Letter. The Purchase Order value must cover the applicable charges for a minimum of one year. If the Total Term is less than one year, the Purchase Order value must cover the Total Commit Value.



## PAYMENT SCHEDULE PAGE

This is an estimate of payments, final determination of billing dependent on order date.

Month	Setup Products and Services	Subscription	Total
1	0.00	43,429.20	43,429.20
13	0.00	44,732.08	44,732.08
25	0.00	46,074.03	46,074.03
<b>Total in USD</b>	0.00	134,235.31	134,235.31

# International Business Machines Corporation

International Business Machines Corporation, PO Box 643600, Pittsburgh, PA 15264-3600

3.6.d



## IBM Terms and Conditions

### IBM International Passport Advantage Express Agreement

The quote or order to which this document relates is governed by the terms of the Passport Advantage Express Agreement and its associated attachment(s).

### IBM Terms for IBM Cloud Offerings

The referenced Cloud Services are governed by the terms of the IBM International Passport Advantage Express Agreement, its associated attachment(s), and the referenced Transaction Documents. Your order and use of the Cloud Services are your acceptance of the prices and terms referenced in this document, except to the extent superseded by a written amendment or agreement signed by both of us.

Final coverage dates for offerings listed are provided in your Proof of Entitlement.

### Transaction Documents

IBM Terms of Use - General Terms for IBM Cloud Offerings at:

<https://www.ibm.com/software/sla/slabd.nsf/sla/tou-gen-terms>

Service Description(s) for ordered Cloud Services:

IBM MAXIMO EAM SAAS FLEX

<https://www.ibm.com/software/sla/slabd.nsf/sla/sd-6391-10>

Please read all terms for each of the above referenced Transaction Document(s) to ensure you are agreeing to the most recent version of the document. If you have any trouble with the link provided, please copy and paste the appropriate URL in your browser's navigation bar.

### Billing and Provisioning

At time of acceptance of this quote either by Purchase Order or Firm Order Letter, IBM will begin billing for the SaaS Subscription(s) as indicated above. When IBM is ready to provision the SaaS Subscription(s) in the quote IBM will use information provided by the Client, as well as default technical data to configure the clients SaaS Subscription for access. IBM will notify the Client with details on the provisioning on the date in which the Client can access the SaaS and the term for the SaaS will begin on the date indicated. If provisioning information needs to be updated please refer to the IBM Software as a Service (SaaS) Support Handbook.

Please work with your IBM Sales Representative or your IBM Business Partner to complete the provisioning data at or prior to time of order.

If you have any trouble with the link(s) provided, please copy and paste the appropriate URL in your browser's navigation bar.

Useful/Important Web resources:

Passport Advantage information, customer secure site access, training, etc.: [www.ibm.com/software/passportadvantage](http://www.ibm.com/software/passportadvantage)

IBM's International Program License Agreement and product License Information documents: [www.ibm.com/software/sla](http://www.ibm.com/software/sla)

IBM Software Support Web site: <https://www.ibm.com/software/support/handbook.html>

IBM Customer Number: 9635592





**Proposal For  
Maximo 7.6 Hosted Implementation  
With Perpetual Maximo Licenses**



**Revision 2  
Submitted 09/18/2019**



**Table of Contents**

Objective ..... 2

One-Stop Support and Service ..... 2

Scope Requirements and Activities ..... 3

Appendix A – Support Services Agreement ..... 7

1. DESCRIPTION OF SERVICES & DELIVERABLES ..... 7

2. SUPPORT PROCESS ..... 7

3. SUPPORT MODEL AND SERVICE LEVEL AGREEMENT ..... 8

4. OTHER REQUIREMENTS ..... 9

5. SCHEDULE ..... 9

6. LOCATION ..... 9



## Objective

The objective of this document is to outline a proposed packaged solution to meet West Valley Water District's (WVWD) licensing and hosting needs to support their Maximo implementation. The approach lined out in this proposal is to utilize a hosted infrastructure in combination with perpetual software licensing in order to provide a performance-driven, value-based and reliable application platform.

The infrastructure decisions are designed to optimize performance, availability and scalability while minimizing cost. The server configuration described herein is designed to accommodate current WVWD requirements while accommodating growth of user base as well as application and/or integration extensibility.

## One-Stop Support and Service

Polaris Solutions will provide Maximo licensing and hosting. We are quoting multiple hosting configurations for your review and selection based on your specific needs and size. There are real benefits to leveraging a single hosting, licensing and L1/L2 support provider:

- One number to call for comprehensive Maximo support and management
  - Infrastructure
  - Application break-fix
  - Enhanced application support
  - Licensing questions/needs
  
- A business partner working in close proximity to your Maximo integrator to ensure:
  - Performance
  - Scalability
  - Integration or configuration dependencies
  - Supportability
  - Disaster recovery



## Scope Requirements and Activities

Polaris Solutions shall provide infrastructure and a stable instance of Maximo 7.6.

Hosted services include: (a) one secure, and confidential production database configuration; (b) user and security group setup; (c) Core Maximo® Enterprise Asset Management applications including, but not limited to, Assets, Inventory, Planning, Preventative Maintenance, Purchasing, and Work Orders; (d) restricted WVWD or delegated access to the Administration, System Configuration, and Integration Maximo® applications; (e) out of the box Maximo® reports and any existing customized BIRT reports; (f) Maximo technical support; (h) application troubleshooting; (i) notification of planned downtime.

Additionally, this service includes one additional Maximo® instance for use in a testing, development, or training environment.

Polaris Solutions shall provide Maximo software per the number of Named Users specified in Appendix C ("Licenses"). WVWD's use of such software is governed by the applicable IBM license agreement. Upon termination of this agreement, WVWD (or specific purchaser) will continue to own the Licenses. Polaris would provide an export of the Maximo database.

A "Named User" is (a) an individual authorized by WVWD to use the software instance through the assignment of a specific user login, regardless of whether or not the individual is using the software at any given time; and (b) a non-human operated device, if such device can access the Maximo® database. The total number of Named Users Licenses must be equal to or greater than the total number of individuals authorized by WVWD to use Maximo plus the total number of non-human devices that access the Maximo® database.

The licenses proposed in this agreement are perpetual based licenses.

In all options listed herein, the following will be provided:

- Servers will be provisioned and hosted with SoftLayer.
- The server environment will be dedicated to WVWD. This is not a multi-tenancy environment which can dictate significant administration, configuration and/or other technical limitations.
- The application server will be Windows Server 2016 Standard Edition (64bit).
- Polaris can provide the domain name/URL or leverage existing, if desired
- The database platform will be SQL Server 2016 Standard Edition.
- Antivirus will be MacAfee VirusScan Enterprise.
- VPN will be configured as well as SSL connection to Maximo.
- Backups will be configured and provided by Polaris. Backup frequency TBD per WVWD requirements.
- Maximo 7.6.1 will be installed with an empty database ready for configuration and data loading.
- A production environment and a test environment will be created.



## 1 Hosted Services Pricing

The pricing worksheet reflects pricing for a 2-year (24-month) hosted agreement. Hosting and year 2 licensing renewal support to be invoiced annually upon anniversary date.

## 2 Maximo Licensing Pricing

The pricing below specifies pricing for 62 total licenses consisting of **5 Authorized Users, 12 Limited Use licenses and 45 Express Licenses (no industry solutions/add-ons included at this time)**. For the purposes of this statement of work, software cost is based upon named user licenses from IBM. This means that a license is required for each login ID.

Services1	IBM Maximo Asset Management Authorized User License + SW Subscription & Support 12 Months	5	5,720.00	28,600.00
Services1	IBM Maximo Asset Management Limited User License + SW Subscription & Support 12 Months	12	2,643.50	31,722.00
Services1	IBM Maximo Asset Management Express User License + SW Subscription & Support 12 Months	45	986.00	44,370.00
Discount	5% Package and Term Discounting	1	-5,234.60	-5,234.60
	<b>TOTAL</b>			<b>\$99,457.40</b>

Please note: Year 2 cost (as well as all subsequent years) will be based upon a 20% subscription and support (S&S) fee. The client does not rebuy perpetual licenses.

The subscription and support pricing covers level 1 and level 2 technical support as well as access to all upgrades, patches and hot fixes with no additional licensing charge.

For example, year 2 cost will be approximately \$20,000. This is 20% of the license cost initially paid by the the client.



### 3 Hosting Estimate

#### Option 1: Standard configuration 2 Servers

- Separate Prod and Test servers
- Prod server (4cpu, 16GB RAM, disk storage: 100GB primary 400GB secondary)
- Test server (4cpu, 16GB RAM, disk storage: 100GB primary 400GB secondary)
- Expected performance
- Supports up to 75 users, medium reporting, low or no integration usage
- Supports up to 40 users, medium reporting, medium integration usage

On-time setup fee	\$4,000.00
Annual cost (2-year commitment)	\$29,800.00
Cost year 1	\$33,800.00
Each year after	\$29,800.00

#### Option 2: Standard configuration on a single server

- Single server hosts both Prod and Test
- Combined Prod/Test server (4cpu, 32GB RAM, disk storage: 100GB primary 400GB secondary)
- Expected performance
- Supports up to 50 users, medium reporting, low integration usage

On-time setup fee	\$4,000.00
Annual cost (2-year commitment)	\$16,818.00
Cost year 1	\$20,818.00
Each year after	\$16,818.00

#### Option 3: Lite configuration on 2 servers

- Separate Prod and Test servers
- Prod server (4cpu, 8GB RAM, disk storage: 100GB primary 400GB secondary)
- Test server (4cpu, 8GB RAM, disk storage: 100GB primary 400GB secondary)
- Expected performance
- Supports up to 30 users, medium reporting, medium integration usage

On-time setup fee	\$4,000.00
Annual cost (2-year commitment)	\$18,440.00
Cost year 1	\$22,440.00
Each year after	\$18,440.00

#### Option 4: Lite configuration on a single server

- Single server hosts both Prod and Test.
- Combined Prod/Test server (4cpu, 16GB RAM, disk storage: 100GB primary 400GB secondary)
- Expected performance
- Supports up to 30 users, medium reporting, low integration usage

On-time setup fee	\$4,000.00
Annual cost (2-year commitment)	\$15,890.00
Cost year 1	\$19,890.00
Each year after	\$15,890.00



4 Approval:

The parties hereto have caused this SOW to be executed by their respective duly authorized representatives as of the Effective Date hereof. All other terms and conditions of the Contract not expressly modified herein remain unchanged and in full force and effect.

Hosting Option Selection: (1)  (2)  (3)  (4)

West Valley Water District:

Polaris Solutions:

By: Clarence C Mansell Jr.  
Name: Clarence C. Mansell, Jr.  
Title: General Manager  
Date: 10/01/19

By: [Signature]  
Name: David Hartman  
Title: President  
Date: September 17, 2019



## **Appendix A – Support Services Agreement**

Per this agreement, Polaris Solutions, Inc. ("Polaris") will provide remote support and associated services for WVWD ("Client"). Said services will be focused on Client's Maximo® software only ("Software"). Related applications may include BIRT Reports, IBM WebSphere and Maximo®.

### **1. DESCRIPTION OF SERVICES & DELIVERABLES**

This agreement provides support services to clients in the following areas:

- *Technical support (e.g. – remote break-fix support of WVWD's production environment, application server management, web server management, troubleshooting and resolution of reported issues including but not limited to the application, application server and/or the database).*
- *Remote-configuration support (e.g. – Polaris Support Team remotely accesses Client's system to diagnose and fix issues)*

### **2. SUPPORT PROCESS**

Polaris will establish and maintain an agreed-upon process to provide infrastructure and L1 & L2 Maximo support services to Client. Support shall include (i) diagnosis of infrastructure and/or product defects within the Maximo® software and (ii) a resolution of the problem or performance deficiencies of the software. The support process utilized by Polaris is detailed below:

- a. Client reports the problem to the Polaris Support team either by phone or e-mail. A problem report should contain:
  - **User Name / Contact Information**
  - **Problem Severity**
  - **Problem Description: Client should report problem/issue to Polaris Support in a reproducible fashion, including:**
    - Detailed description of the issue
    - Screenshots of any error messages.
    - Screenshots of any screens/functions that are causing issue or require clarification.
    - Steps required to produce/reproduce error
- b. Polaris will address the support issue in accordance with the reported nature and priority (based upon the priority system described herein). As appropriate, Polaris will update the issue within the ticketing system and will provide current and relevant status updates. This Ticket ID will be used to identify the problem until it is resolved. It should also be referenced on all correspondences.
- c. Polaris will provide the Client with a solution in one or more of the following forms, as appropriate:
  - *Detailed issue resolution via phone and followed up with e-mail*
  - *All issue resolution details will be entered in the Support System for detailed tracking purposes.*





### 3. SUPPORT MODEL AND SERVICE LEVEL AGREEMENT

Polaris Solution's support services delivery methodology consists of a comprehensive set of defined processes for providing technology support as follows:

#### Request by phone

Phone service is available during Polaris Solutions' support standard hours of operation. Incidents reported by phone will be registered by Polaris Solutions Support.

#### Requests by email

An email service, support@<TBD>, will be available for submission of requests. Email reply is provided during Polaris Solutions' support standard hours of operation. Incidents reported by email will be registered by Polaris Solutions Support.

#### **Polaris's Service Level for Response Time is provided below:**

Priority	Definition	Time to Contact and Respond
P1	Production issues resulting in down time, the inability to utilize the system or critical business processes.	2 business hours during Polaris Solutions' standard business hours
P2	Production issues related to non critical aspects or functionality, reports or queries. There may be an alternative solution or work around to conduct work.	8 business hours during Polaris Solutions' standard business hours
P3	Development modifications, non critical support efforts, enhancement requests that are not required for daily operations.	Up to 5 business days during Polaris Solutions' standard business hours

#### **Polaris's Service Level for Resolution Time is provided below:**

Priority	Definition	Time to Resolve
P1	Production issues resulting in down time, the inability to utilize the system or critical business processes.	Up to 3 business days during Polaris Solutions' standard business hours
P2	Production issues related to non critical aspects or functionality, reports or queries. There may be an alternative solution or work around to conduct work.	Up to 5 business days during Polaris Solutions' standard business hours
P3	Development modifications, non critical support efforts, enhancement requests that are not required for daily operations.	Software release cycle



- The following event may impact service availability:
  - **Planned maintenance windows** - Change windows required to update and maintain the technical infrastructure and/or software on a periodic basis. Any such windows will be agreed-upon with client in order to ensure the least disruption.

#### **4. OTHER REQUIREMENTS**

- During Polaris's non-standard hours, WVWD can submit incidents via the established email account and Polaris will respond during Polaris's standard hours of operation.

#### **5. SCHEDULE**

Polaris will begin performing Services on the first business day after execution of this Support Services Agreement.

#### **6. LOCATION**

All Services and Deliverables to be performed remotely during Polaris Solutions' standard operating hours.



## STAFF REPORT

**DATE:** October 10, 2019

**TO:** Clarence C. Mansell, Jr., General Manager

**FROM:** Diana Gunn, Asset Manager

**SUBJECT:** EMERGENCY REQUEST FOR CIP BUDGET AMENDMENT TO FACILITATE ADDITIONAL MAXIMO USER LICENSING AND HOSTING SERVICES

### BACKGROUND:

The District has been developing an Asset Management Program utilizing the Maximo Software System. The project has been underway for approximately nine (9) months. It is now time to purchase user licensing and move to a production environment and get ready for staff use by beginning of October 2019.

This item was discussed and approved in the Safety and Technology Committee Meeting on September 17, 2019 and was included in one of the Board Approval items for September 26, 2019 Special Board Meeting. However, the said meeting was cancelled and the item will automatically move to the next Board Meeting on October 10, 2019. Due to the delay, it created an emergency situation for this item to implement the Asset Management Program in a timely manner. According to the District's Purchasing Policy, emergency purchases shall be subject to the approval of the General Manager and the Board Approval and/or notification on the Agenda Consent Calendar will be within 30 days of an emergency expenditure that exceeds General Manager's approval limit of \$25,000.

### DISCUSSION:

Consider the purchase of Maximo User Licensing and Hosting services from Polaris Solutions. Polaris Solutions will provide extended Maximo support and expertise as we develop our asset management system. It will be bundled with Maximo cloud hosting services. The Staff would like to move our existing short term hosting service from Tangentia which is a DB2 Database to a long term service with Polaris Solutions which we have an option to procure a SQL database. The new hosting service matches our new Tyler System SQL database and is better suited in providing an easier collaboration environment for Tyler Incode and Maximo integration. The new service will also bring better user support and provide separate production and testing environments for development and enhanced first and second level Maximo Software support. Polaris Solutions was recommended by our IBM (Maximo) consultant.

Maximo Users	Polaris	Cohesive	IBM
Total for 62 Users	\$99,457.40	\$91,896.56	\$94,005.60
Sales or Use Tax	\$7,707.95	\$7,121.98	\$7,285.43
License Service Quotes	\$107,165.35	\$99,018.54	\$101,291.03

Hosting Service Quotes	\$22,440.00	\$45,920.00	\$43,429.20
------------------------	-------------	-------------	-------------

Combined License and Hosting	\$129,605.35	\$144,938.54	\$144,720.23
------------------------------	--------------	--------------	--------------


**FISCAL IMPACT:**

We are requesting a CIP Budget Amendment to facilitate additional Maximo User Licensing and hosting services for \$129,605.35. The additional funds are available in the Reserve Funds.


**STAFF RECOMMENDATION:**

Staff recommends the Board of Directors approve the purchase of Maximo Licensing and Hosting Services from Polaris Solutions and authorize the General Manager to execute a budget amendment to provide the funding.

Respectfully Submitted,

  
 \_\_\_\_\_  
 Diana Gunn, Asset Manager

**APPROVED:**

 10/01/19  
 \_\_\_\_\_  
 Clarence C. Mansell, Jr., General Manager



## ADMINISTRATIVE PROCEDURES WEST VALLEY WATER DISTRICT

APPROVAL DATE 10-20-2016	FINANCE POLICIES	POLICY NO. 2016-01
APPROVED BY Board of Directors	POLICY TITLE <b>PROCUREMENT POLICIES &amp; PROCEDURES</b>	EFFECTIVE DATE 10-20-16

### 3.3 PURCHASE ORDER CHANGES

Requests for modification of contract documents must be approved by the Department head based on the amounts indicated in the Authorization Table. A Request to Increase the Dollar Amount of a Standard or Blanket Purchase Order Form or Change Order must state the reason for the change, as well as, refer to the PO/FPO number and the vendor/contractor involved. This policy particularly applies to those circumstances where increase in the dollar amount of the order is required. Revised POs/FPOs will be issued to the vendor/contractor to confirm the authorized changes.

### 3.4 EMERGENCY ORDERS

An emergency purchase includes any immediate need for supplies or services wherein following normal procurement procedures could threaten District operations, property, or public health and safety.

Emergency purchases shall be subject to the approval of the General Manager, or his designee. Board of Directors approval and/or notification on the Agenda Consent Calendar will be within 30 days of an emergency expenditure that exceeds the General Manager's approval limit of \$25,000.

In many cases, emergency orders may be made using either Online Purchasing or the Procurement Card methods.

### 4.0 RECEIVING PROCESS

Delivery of requested products or services marks a transition in the purchase-to-pay process from a purchasing activity to a payables activity. All purchases must be "received" to release payment to the vendor. The "receiving" staff must determine if the products or services received are acceptable and conform to the District's requirements. At all times, the purchasing staff member receiving the delivery shall not be the purchasing staff who entered the requisition. The entire receiving process consists of the following:

**BOARD OF DIRECTORS**

Dr. Michael Taylor  
*President, Board of Directors*  
 Kyle Crowther  
*Vice President, Board of Directors*  
 Dr. Clifford O. Young, Sr.  
*Director*  
 Greg Young  
*Director*  
 Donald Olinger  
*Director*  
 Crystal L. Escalera  
*Board Secretary*



**ESTABLISHED AS A PUBLIC AGENCY IN 1952**  
 WEST VALLEY WATER DISTRICT'S MISSION IS TO PROVIDE A RELIABLE,  
 SAFE-DRINKING WATER SUPPLY TO MEET OUR CUSTOMERS' PRESENT  
 AND FUTURE NEEDS AT A REASONABLE COST AND TO PROMOTE  
 WATER-USE EFFICIENCY AND CONSERVATION.

**ADMINISTRATIVE STAFF**


Clarence C. Mansell, Jr.  
*General Manager*  
 Ricardo Pacheco  
*Assistant General Manager*  
 Jeremiah Brosowski  
*Assistant General Manager*  
 Deborah L. Martinez  
*Human Resources and  
 Risk Manager*  
 Shamindra K. Manbahal  
*Chief Financial Officer*

**\*\*\*NOTICE OF MEETING CANCELLATION\*\*\*  
 NOTICE IS HERBY GIVEN that the  
 BOARD OF DIRECTORS MEETING**

**Scheduled for**

**THURSDAY, October 3, 2019**

**Has been CANCELLED due to the lack of a  
 quorum.**

**Signed /s/**   
**Crystal L. Escalera, Board Secretary**

9

**BOARD OF DIRECTORS**

Dr. Michael Taylor  
*President, Board of Directors*  
 Kyle Crowther  
*Vice President, Board of Directors*  
 Dr. Clifford O. Young, Sr.  
*Director*  
 Greg Young  
*Director*  
 Donald Olinger  
*Director*  
 Crystal L. Escalera  
*Board Secretary*



**ESTABLISHED AS A PUBLIC AGENCY IN 1952**  
 WEST VALLEY WATER DISTRICT'S MISSION IS TO PROVIDE A RELIABLE,  
 SAFE-DRINKING WATER SUPPLY TO MEET OUR CUSTOMERS' PRESENT  
 AND FUTURE NEEDS AT A REASONABLE COST AND TO PROMOTE  
 WATER-USE EFFICIENCY AND CONSERVATION.

**ADMINISTRATIVE STAFF**

Clarence C. Mansell, Jr.  
*General Manager*  
 Ricardo Pacheco  
*Assistant General Manager*  
 Jeremiah Brosowski  
*Assistant General Manager*  
 Deborah L. Martinez  
*Human Resources and  
 Risk Manager*  
 Shamindra K. Manbahal  
*Chief Financial Officer*

**\*\*\*NOTICE OF MEETING CANCELLATION\*\*\*  
 NOTICE IS HERBY GIVEN that the  
 BOARD OF DIRECTORS SPECIAL MEETING**

**Scheduled for**

**THURSDAY, October 10, 2019**

**Has been CANCELLED. The next Board of  
 Directors Meeting is scheduled Thursday,  
 October 17, 2019.**

Signed /s/   
 Crystal L. Escalera, Board Secretary



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** February 20, 2020  
**TO:** Board of Directors  
**FROM:** Clarence Mansell Jr., General Manager  
**SUBJECT:** APPROVAL OF PAYMENT FOR FINAL INVOICES FROM MV CHENG & ASSOCIATES INC. FOR FINANCIAL CONSULTING SERVICES

---

**BACKGROUND:**

The District engaged MV Cheng & Associates Inc. (MVC) in November 2018 to perform a high level assessment of the finance department. The assessment consisted of reviewing policies, procedures, interviewing all finance staff members and other staff related to finance to determine the productivity, efficiency and effectiveness of the operations and internal controls of the finance department. Upon completion of the assessment, it was found there were several areas that were deficient and improvements were necessary. MVC was retained to initiate a program to execute solutions. Subsequently, MVC's contract was amended to provide Interim CFO services and to manage the work of the two audit teams. The first audit team was the PUN Group. They performed a special audit that was commissioned by the Board. The second audit team was the State Controller's Office. They conducted an audit based on complaints they had received.

The State Controller's audit was extended several weeks beyond the original plan, necessitating MVC's presence two weeks past the expiration date of the company's contract on November 5, 2019. \$13,351.25 in costs were incurred by the District for MVC's services until the State Controller's Office finished their work onsite. This staff report requests payment for those services.

**FISCAL IMPACT:**

The payment of MVC's invoices will not result in any adverse fiscal impact. The \$13,351.25 is available in the FY2019-20 Budget.

**STAFF RECOMMENDATION:**

That the Board approves payment of MVC's final invoices totaling \$13,351.25.



Respectfully Submitted,



---

Clarence Mansell Jr, General Manager

CM:ce

**ATTACHMENT(S):**

1. Staff Report Atch\_MVChengFinalInvoices\_02202020



**DATE:** November 25, 2019  
**INVOICE #** 11/30/2019/task2  
**FOR:** Consulting Services for West Valley Water District

**City P.O. #**  
**Period of Performance** **November 2019**

**Bill To:**  
 West Valley Water District  
 855 W. Baseline  
 Rialto, CA 92377

<b>Summary Totals</b>		
Hours	63.25 hrs. \$	7,906.25
<b>Total Cost of Services \$</b>		<b>7,906.25</b>
<b>Billing Invoice Total \$</b>		<b>7,906.25</b>

Item No.	Date	Descriptions	Hours	Rate	Total
1		Task Order #2-Consulting services for the month of November 2019	63.25 hrs.	\$125.00 /hr.	\$ 7,906.25
			<b>63.25 hrs.</b>	<b>TOTAL</b>	<b>\$ 7,906.25</b>

Please make check payable to: MV Cheng & Associates Inc.

Remittance Address: 102 W. 24th St., Upland, CA 91784

If you have any questions concerning this invoice, contact Misty V. Cheng, 925-963-9996 or mcheng@mvchengassociates.com

**THANK YOU FOR YOUR BUSINESS!**



**DATE:** November 25, 2019  
**INVOICE #** 11/30/2019/task3  
**FOR:** Consulting Services for West Valley Water District

**City P.O. #**  
**Period of Performance** November 2019

**Bill To:**  
 West Valley Water District  
 855 W. Baseline  
 Rialto, CA 92377

<b>Summary Totals</b>	
Hours	65.75 hrs. \$ 5,445.00
<b>Total Cost of Services \$ 5,445.00</b>	
<b>Billing Invoice Total \$ 5,445.00</b>	

Item No.	Date	Descriptions	Hours	Rate	Total
1		Task Order #3-Temporary Accountant for the month of November 2019	5.75 hrs.	\$60.00 /hr.	\$ 345.00
2		Task Order #3-Temporary Senior Accountant for the month of November 2019	60.00 hrs.	\$85.00 /hr.	\$ 5,100.00
			65.75 hrs.	<b>TOTAL</b>	<b>\$ 5,445.00</b>

Please make check payable to: MV Cheng & Associates Inc.

Remittance Address: 102 W. 24th St., Upland, CA 91784

If you have any questions concerning this invoice, contact Misty V. Cheng, 925-963-9996 or mcheng@mvchengassociates.com

**THANK YOU FOR YOUR BUSINESS!**

# ALBRIGHT, YEE & SCHMIT, APC

888 West 6th Street, 14th Floor  
Los Angeles, California 90017-3442  
(213) 833-1700  
Fax: (213) 833-1710  
www.ayslaw.com

Law Firm's Invoice # 26158  
Date: 12/02/2019

West Valley Water District  
ATTN: Ms. Crystal Escalera (Board Secretary)

## WVWD - Litchfield v. WVWD (1092.06)

In Reference to: Litchfield v. WVWD (1092.06)

### Detailed Statement of Account:

#### Current Invoice

Invoice Number	Amount Due	Payments Recieved	Balance Due
26158	\$16,799.71	\$0.00	\$16,799.71

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for card authorization: (213) 833-1700

Taxpayer ID #37-1779958

**ALBRIGHT, YEE & SCHMIT, APC**

888 West 6th Street, 14th Floor  
 Los Angeles, California 90017-3442  
 (213) 833-1700  
 Fax: (213) 833-1710  
 www.ayslaw.com

Law Firm's Invoice # 26159  
 Date: 12/02/2019

West Valley Water District  
 ATTN: Ms. Crystal Escalera (Board Secretary)

**WVWD - Logue Matter (1092.04)**

In Reference to: Logue Matter (1092.04)

**Detailed Statement of Account:****Current Invoice**

<b>Invoice Number</b>	<b>Amount Due</b>	<b>Payments Received</b>	<b>Balance Due</b>
26159	\$1,235.16	\$0.00	\$1,235.16

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for card authorization: (213) 833-1700

*Taxpayer ID #37-1779958*

**ALBRIGHT, YEE & SCHMIT, APC**

888 West 6th Street, 14th Floor  
 Los Angeles, California 90017-3442  
 (213) 833-1700  
 Fax: (213) 833-1710  
 www.ayslaw.com

Law Firm's Invoice # 26197  
 Date: 01/15/2020

West Valley Water District  
 ATTN: Ms. Crystal Escalera (Board Secretary)

**WVWD - General Matters (1092.01)**

In Reference to: General Matters (1092.01)

**Detailed Statement of Account:****Current Invoice**

<b>Invoice Number</b>	<b>Amount Due</b>	<b>Payments Recieved</b>	<b>Balance Due</b>
26197	\$1,464.75	\$0.00	\$1,464.75

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for card authorization: (213) 833-1700

Taxpayer ID #37-1779958

**ALBRIGHT, YEE & SCHMIT, APC**

888 West 6th Street, 14th Floor  
 Los Angeles, California 90017-3442  
 (213) 833-1700  
 Fax: (213) 833-1710  
 www.ayslaw.com

Law Firm's Invoice # 26198  
 Date: 01/15/2020

West Valley Water District  
 ATTN: Ms. Crystal Escalera (Board Secretary)

**WVWD - Litchfield v. WVWD (1092.06)**

In Reference to: Litchfield v. WVWD (1092.06)

**Detailed Statement of Account:****Current Invoice**

<b>Invoice Number</b>	<b>Amount Due</b>	<b>Payments Recieved</b>	<b>Balance Due</b>
26198	\$5,335.38	\$0.00	\$5,335.38

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for card authorization: (213) 833-1700

Taxpayer ID #37-1779958

**ALBRIGHT, YEE & SCHMIT, APC**

888 West 6th Street, 14th Floor  
 Los Angeles, California 90017-3442  
 (213) 833-1700  
 Fax: (213) 833-1710  
 www.ayslaw.com

Law Firm's Invoice # 26199  
 Date: 01/15/2020

West Valley Water District  
 ATTN: Ms. Crystal Escalera (Board Secretary)

**WVWD - Logue Matter (1092.04)**

In Reference to: Logue Matter (1092.04)

**Detailed Statement of Account:****Current Invoice**

<b>Invoice Number</b>	<b>Amount Due</b>	<b>Payments Received</b>	<b>Balance Due</b>
26199	\$216.82	\$0.00	\$216.82

Payment is due upon receipt.

Make check payable to: ALBRIGHT, YEE & SCHMIT, APC

We also accept payment by credit card. Please contact our office for card authorization: (213) 833-1700

*Taxpayer ID #37-1779958*



Law Offices of Willoughby & Associates - Old  
200 Corporate Pointe Suite 495  
Culver City, CA 90230  
www.willoughbyandassociates.com

# Invoice

**BILL TO**

West Valley Water District  
855 W Baseline Road  
Rialto, CA 92376

**INVOICE #** 2002

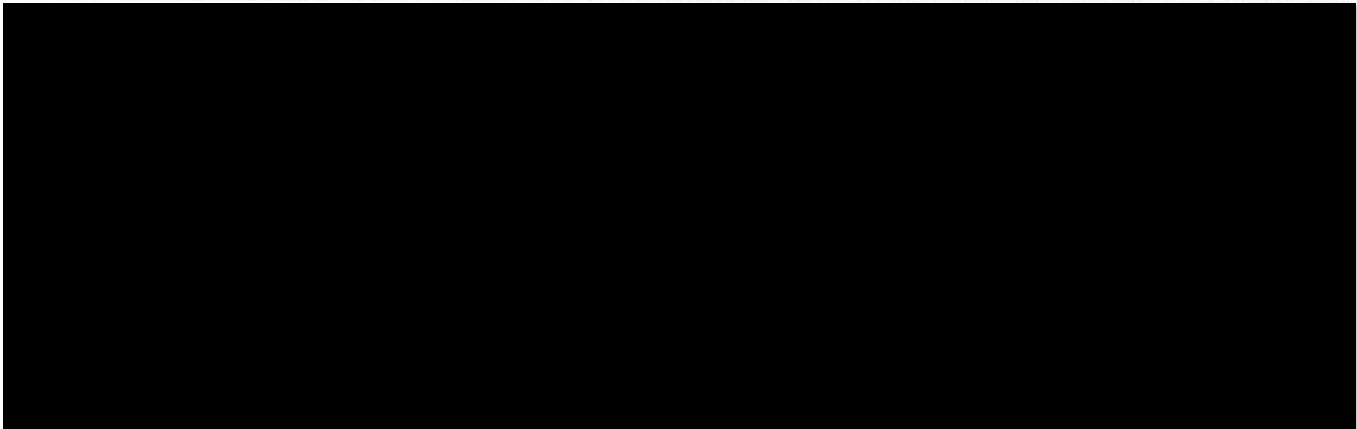
**DATE** 07/31/2019

**TERMS** Due on receipt

---

**MATTER**

Civil

DATE	DESCRIPTION	QTY	RATE	AMOUNT
				

---

BALANCE DUE

**\$8,720.00**

Law Offices of Willoughby & Associates - Old  
200 Corporate Pointe Suite 495  
Culver City, CA 90230  
www.willoughbyandassociates.com

# INVOICE

**BILL TO**

West Valley Water District  
c/o Debra Martinez  
855 W Baseline Road  
Rialto, CA 92376

**INVOICE #** 2007

**DATE** 08/31/2019

**TERMS** Due on receipt

**MATTER**

Civil

**PAST DUE**

\$8,720

DATE	DESCRIPTION	QTY	RATE	AMOUNT

BALANCE DUE

**\$2,420.00**