



WEST VALLEY WATER DISTRICT
855 W. Base Line Road, Rialto, CA 92376
PH: (909) 875-1804 FAX: (909) 875-1849

**SPECIAL FINANCE COMMITTEE MEETING
AGENDA**

WEDNESDAY, DECEMBER 21, 2022 - 6:00 PM

NOTICE IS HEREBY GIVEN that West Valley Water District has called a meeting of the Finance Committee to meet in the Administrative Conference Room, 855 W. Base Line Road, Rialto, CA 92376.

On March 4, 2020, Governor Newsom declared a State of Emergency resulting from the threat of COVID-19. On September 16, 2021, Governor Newsom signed Assembly Bill No. 361 into law. Assembly Bill No. 361 amends Government Code section 54953(e) by adding provisions for remote teleconferencing participation in meetings by members of a legislative body, without the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions. The West Valley Water District adopted a resolution determining, by majority vote, that, as a result of the declared State of Emergency, the District is adopting the State protocol which allows meetings in person and/or via teleconference. Accordingly, it has been determined that all Board and Workshop meetings of the West Valley Water District will be held pursuant to Assembly Bill No. 361, the Brown Act and will be conducted via teleconference and in person. Members of the public may listen and provide public comment via telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 840-293-7790 or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8402937790>. Public comment may also be submitted via email to administration@wvwd.org. If you require additional assistance, please contact administration@wvwd.org.

BOARD OF DIRECTORS

Greg Young, (Chair)
Director Dan Jenkins

I. CALL TO ORDER

II. PUBLIC PARTICIPATION

The public may address the Board on matters within its jurisdiction. Speakers are requested to keep their comments to no more than three (3) minutes. However, the Board of Directors is prohibited by State Law to take action on items not included on the printed agenda.

III. DISCUSSION ITEMS

1. Update to Finance Committee
2. Purchase Order Report - November 2022. **Pg. 3.**
3. Treasurer's Report - November 2022. **Pg. 9.**
4. Monthly Revenue & Expenditures Report - November 2022. **Pg. 25.**
5. Cash Disbursements Report - November 2022. **Pg. 31.**
6. Transfer Funds Request from General Checking to WVWD Investment Account. **Pg. 48.**
7. Resolution No. 2022-32: Conflict of Interest Code. **Pg. 50.**
8. Status Update on Comprehensive Financial Plan and Rate Structure Study. **Pg. 64.**

IV. ADJOURN

DECLARATION OF POSTING:

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Finance Committee Agenda at the District Offices on December 15, 2022.



Nancy Albitre, Acting Board Secretary



**BOARD OF DIRECTORS
FINANCE COMMITTEE
STAFF REPORT**

DATE: December 21, 2022
TO: Finance Committee
FROM: Van Jew, Acting General Manager
SUBJECT: PURCHASE ORDER REPORT - NOVEMBER 2022

BACKGROUND:

The West Valley Water District (“District”) generated fifty (50) Purchase Orders (“PO”) in the month of November 2022 to various vendors that provide supplies and services to the District. The total amount issued to PO’s for the month of November 2022 was **\$392,292.08**. A table listing all PO’s for November 2022 is shown in **Exhibit A**.

There were no Change Orders (“CO”) approved at the General Manager’s approval level during the month of November 2022.

FISCAL IMPACT:

There is no fiscal impact for producing the November 2022 Purchase Order Report.

STAFF RECOMMENDATION:

Forward a recommendation to the Board of Directors to approve the November 2022 Purchase Order Report.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ;ar

ATTACHMENT(S):

1. Exhibit A - November 2022 Purchase Order Report

Exhibit A



West Valley Water District, CA

Purchase Order Summary Report

Purchase Order Detail

Issued Date Range 11/01/2022 - 11/30/2022

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
23-0178	9.67 Clamps for inventory 00748 - YO FIRE	Completed West Valley Water District	11/1/2022 11/1/2022	0.00	413.00
23-0179	Computer Desk Chair - IT 02325 - AMAZON.COM SALES INC	Outstanding West Valley Water District	11/1/2022 11/15/2022	0.00	754.25
23-0181	Large Meter Order 11/01/22 01657 - CORE & MAIN LP	Outstanding West Valley Water District	11/1/2022 11/1/2022	0.00	46,790.25
23-0182	Repairs to Unit 202 01603 - INDUSTRIAL TRUCK BODIES & EQUIPMENT	Completed West Valley Water District	11/2/2022 11/16/2022	0.00	2,241.20
23-0183	Meter TRPL Wires 01657 - CORE & MAIN LP	Completed West Valley Water District	11/2/2022 11/16/2022	0.00	1,680.90
23-0184	Bray Decant Vales 01678 - BRAY SALES, INC.	Completed West Valley Water District	11/2/2022 11/16/2022	0.00	823.15
23-0185	UCMR 5 Laboratory Services 01574 - BABCOCK LABORATORIES, INC.	Outstanding West Valley Water District	11/3/2022 11/17/2022	0.00	17,520.00
23-0186	replacment chair for IT Department 02325 - AMAZON.COM SALES INC	Completed West Valley Water District	11/3/2022 11/17/2022	0.00	754.25
23-0188	Galv Pipe 1 x 8 00066 - GRAINGER INC	Completed West Valley Water District	11/7/2022 11/7/2022	0.00	42.28
23-0190	New Drive Tires for Unit 104 02252 - INLAND ROAD SERVICE & TIRE	Completed West Valley Water District	11/8/2022 11/22/2022	0.00	1,075.16
23-0191	4 Kamstrup Meters 01577 - IFLOW ENERGY SOLUTIONS INC	Completed West Valley Water District	11/8/2022 11/8/2022	0.00	2,434.10
23-0192	Blanket PO for Compaction Services and Testing 01576 - HILLTOP GEOTECHNICAL, INC.	Outstanding West Valley Water District	11/8/2022 11/22/2022	0.00	100,000.00
23-0193	Public Affairs Conservation Items - Die Tabs 02546 - NEW RESOURCES GROUP INC	Outstanding West Valley Water District	11/10/2022 11/24/2022	0.00	600.00
23-0194	Conservation Items 00876 - AM CONSERVATION GROUP INC	Outstanding West Valley Water District	11/10/2022 11/24/2022	0.00	395.00
23-0195	Concrete saw for well site door replacements 00066 - GRAINGER INC	Completed West Valley Water District	11/10/2022 11/24/2022	0.00	3,562.94
23-0196	Design Concepts for Building C Improvements 01623 - MILLER ARCHITECTURAL CORPORATION	Outstanding West Valley Water District	11/10/2022 11/24/2022	0.00	24,775.00
23-0197	Monthly USA Charge 00068 - UNDERGROUND SERVICE ALERT	Completed West Valley Water District	11/14/2022 11/28/2022	0.00	620.75
23-0198	DOT Rquired 90 Day Inspection for Commercial Vehic 01700 - PG MECHANICAL	Completed West Valley Water District	11/14/2022 11/28/2022	0.00	520.00

Purchase Order Summary Report

Issued Date Range 11/01/2022 - 11/30/2022

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
23-0199	Emergency Case Backhoe Repair/NH diagnosis 01700 - PG MECHANICAL	Completed West Valley Water District	11/14/2022 11/28/2022	0.00	715.00
23-0200	Emergency Repairs Needed to NH Backhoe 01394 - SCOTT EQUIPMENT INC.	Completed West Valley Water District	11/14/2022 11/28/2022	0.00	2,211.73
23-0201	Dionex PM Contract 01221 - THERMO ELECTRON NORTH AMERICA LLC	Completed West Valley Water District	11/15/2022 11/29/2022	0.00	6,005.00
23-0202	1" Brass Parts 01657 - CORE & MAIN LP	Completed West Valley Water District	11/15/2022 11/15/2022	0.00	392.18
23-0203	HACH PM Contract for the FBR 00114 - HACH COMPANY	Partially Received West Valley Water District	11/15/2022 11/29/2022	0.00	15,987.83
23-0205	12" Blind Flanges for Well 16 and 17 01657 - CORE & MAIN LP	Outstanding West Valley Water District	11/15/2022 11/29/2022	0.00	1,466.96
23-0206	ADU Capacity Fee 02299 - ROBERT D NIEHAUS INC	Outstanding West Valley Water District	11/14/2022 11/28/2022	0.00	3,850.00
23-0208	2 New Tires for Unit 104T 02252 - INLAND ROAD SERVICE & TIRE	Completed West Valley Water District	11/16/2022 11/30/2022	0.00	1,036.85
23-0209	Backflow Devices 00066 - GRAINGER INC	Completed West Valley Water District	11/16/2022 11/30/2022	0.00	3,804.75
23-0210	Conservation items - Shower timers 02548 - EVERYTHING PROMO	Completed West Valley Water District	11/17/2022 12/1/2022	0.00	1,650.00
23-0211	August Newsletter 01052 - INFOSEND INC	Completed West Valley Water District	11/16/2022 11/30/2022	0.00	2,202.61
23-0212	July Newsletter 01052 - INFOSEND INC	Completed West Valley Water District	11/16/2022 11/30/2022	0.00	2,237.68
23-0213	Dionex IC Pure Water PM Contract 01221 - THERMO ELECTRON NORTH AMERICA LLC	Outstanding West Valley Water District	11/17/2022 12/1/2022	0.00	1,075.00
23-0214	DAF Sludge Puimp parts 02394 - BRAX COMPANY INC	Outstanding West Valley Water District	11/17/2022 12/1/2022	0.00	3,268.72
23-0215	Production Meter Testing 00492 - MCCALLS METERS INC	Outstanding West Valley Water District	11/17/2022 12/1/2022	0.00	7,919.63
23-0216	Clarifier gasket replacement 00467 - ERS INDUSTRIAL SERVICES INC.	Outstanding West Valley Water District	11/21/2022 12/5/2022	0.00	14,840.00
23-0217	Sand & Base Material for backfill 00579 - CEMEX INC	Completed West Valley Water District	11/21/2022 12/5/2022	0.00	1,829.15
23-0218	Galv Parts 10/27/22 00066 - GRAINGER INC	Completed West Valley Water District	11/21/2022 11/21/2022	0.00	418.17
23-0219	Padlocks for District 00149 - HERCULES INDUSTRIES	Outstanding West Valley Water District	11/22/2022 12/6/2022	0.00	9,581.15
23-0220	AUMA Actuator Replacement 02439 - MISCOWATER	Outstanding West Valley Water District	11/22/2022 12/6/2022	0.00	8,334.09

Purchase Order Summary Report

Issued Date Range 11/01/2022 - 11/30/2022

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
23-0221	Bunker Hill Well Sitting Phase II 00085 - GEOSCIENCE SUPPORT SVCS INC	Outstanding West Valley Water District	11/22/2022 12/6/2022	0.00	32,567.00
23-0222	Dionex parts 01221 - THERMO ELECTRON NORTH AMERICA LLC	Outstanding West Valley Water District	11/22/2022 12/6/2022	0.00	3,871.29
23-0223	945 single body air vac 02549 - VAG USA LLC	Outstanding West Valley Water District	11/22/2022 12/6/2022	0.00	1,797.27
23-0224	Backflow Preventers 00066 - GRAINGER INC	Partially Received West Valley Water District	11/22/2022 12/6/2022	0.00	22,828.50
23-0225	Large Meters 11/22/22 00255 - AQUA-METRIC SALES CO	Outstanding West Valley Water District	11/22/2022 11/22/2022	0.00	12,868.66
23-0226	Stock Order 11-16-22 00748 - YO FIRE	Completed West Valley Water District	11/28/2022 11/28/2022	0.00	850.00
23-0227	14" Blind Flanges for Well 16 and 17 01657 - CORE & MAIN LP	Outstanding West Valley Water District	11/28/2022 12/12/2022	0.00	1,050.00
23-0228	Amazon Computer Supplies NOV 22 02325 - AMAZON.COM SALES INC	Outstanding West Valley Water District	11/29/2022 12/13/2022	0.00	2,670.07
23-0229	Commercial Class A Training 01038 - COMMERCIAL TRANSPORTATION SERVICES	Outstanding West Valley Water District	11/29/2022 12/13/2022	0.00	6,540.75
23-0230	Meter Data Sync with Scheduler - AMI 01727 - TYLER TECHNOLOGIES INC	Outstanding West Valley Water District	11/29/2022 12/13/2022	0.00	10,280.00
23-0231	Printing of Annual Budget Book 01311 - MINUTEMAN PRESS OF RANCHO CUCAMONGA	Outstanding West Valley Water District	11/29/2022 12/13/2022	0.00	1,974.81
23-0232	Toyota Fork Maint. 01700 - PG MECHANICAL	Outstanding West Valley Water District	11/30/2022 12/14/2022	0.00	1,165.00

Purchase Order Count: (50)

Total Trade Discount: 0.00

Total: 392,292.08



**BOARD OF DIRECTORS
FINANCE COMMITTEE
STAFF REPORT**

DATE: December 21, 2022
TO: Finance Committee
FROM: Van Jew, Acting General Manager
SUBJECT: TREASURER'S REPORT - NOVEMBER 2022

DISCUSSION:

West Valley Water District ("District") contracts with 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)). The Treasurer Report for the Month of November 2022 (**Exhibit A**) is presented to the Finance Committee for discussion.

FISCAL IMPACT:

Monthly Cost of \$2,625 was included in the FY 2022-23 annual budget.

STAFF RECOMMENDATION:

Forward a recommendation to the Board of Directors to approve the November 2022 Treasurer's Report.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ;jv

ATTACHMENT(S):

1. Exhibit A - 2022 November Treasurer Report

Exhibit A

West Valley Water District
Cash, Investment & Reserve Balances - November 30, 2022

Institution/Investment Type	October 2022 Balance	November 2022 Balance	RESERVE ACCOUNT	Minimum Balance	Target Balance	Maximum Balance
Funds Under Control of the District:			RESTRICTED FUNDS			
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	2016A Bond	\$ 177.87	\$ 177.87	\$ 177.87
	\$ 4,300.00	\$ 4,300.00	Customer Deposit Accounts	\$ 5,398,987.90	\$ 5,398,987.90	\$ 5,398,987.90
Checking and Savings:			Capacity Charge Acct Balance	\$ 51,194,492.69	\$ 51,194,492.69	\$ 51,194,492.69
Chase - General Government Checking	\$ 1,857,462.43	\$ 2,863,708.90	CIP account in LAIF for capital purposes	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -		\$ 59,593,658.46	\$ 59,593,658.46	\$ 59,593,658.46
Chase - UTC Routine Checking	\$ 5,000.56	\$ 5,000.56	CAPITAL RESERVE FUNDS			
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50	Capital Project Account - 100% FY 22-23	\$ 7,827,687.00	\$ 7,827,687.00	\$ 10,000,000.00
	\$ 1,911,099.49	\$ 2,917,345.96	Capital Project Account-80% FY 23-24	\$ 4,868,000.00	\$ 4,868,000.00	\$ 8,000,000.00
State of California, Local Agency Investment Fund	\$ 74,360,558.58	\$ 74,360,558.58	Administrative & General Account	\$ 1,582,998.10	\$ 1,582,998.10	\$ 1,582,998.10
US Bank - Chandler Asset Mgmt	\$ 28,318,375.12	\$ 28,643,668.15		\$ 14,278,685.10	\$ 14,278,685.10	\$ 19,582,998.10
CalTrust Pooled Investment Fund - Short Term	\$ 16,713,829.91	\$ 16,785,902.55	LIQUIDITY FUNDS			
CalTrust Pooled Investment Fund - Medium Term	\$ -	\$ -	Rate Stabilization Account	\$ 985,094.40	\$ 2,955,283.20	\$ 4,925,472.00
U. S. Treasury Bills			Operating Reserve Account	\$ 5,276,660.33	\$ 10,553,320.67	\$ 15,829,981.00
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -	Emergency Account	\$ 1,259,436.45	\$ 2,518,872.90	\$ 3,778,309.35
			Water Banking Account	\$ 125,000.00	\$ 625,000.00	\$ 1,250,000.00
Total	\$ 121,308,163.10	\$ 122,711,775.24		\$ 7,646,191.18	\$ 16,652,476.77	\$ 25,783,762.35
Funds Under Control of Fiscal Agents:			OTHER RESERVES			
US BANK			Self-Insurance Reserve	\$ 5,000,000.00	\$ 5,000,000.00	\$ 5,000,000.00
2016A Bond - Principal & Payment Funds	\$ 59.25	\$ 177.87		\$ 5,000,000.00	\$ 5,000,000.00	\$ 5,000,000.00
2016A Bond - Interest Fund	\$ -	\$ -	OPERATING CASH			
Total	\$ 59.25	\$ 177.87	Balance Available for Daily Operations	\$ 36,193,418.37	\$ 27,187,132.78	\$ 12,751,534.20
Grand Total	\$ 121,308,222.35	\$ 122,711,953.11		\$ 36,193,418.37	\$ 27,187,132.78	\$ 12,751,534.20
			Grand Total	\$ 122,711,953.11	\$ 122,711,953.11	\$ 122,711,953.11
			UNRESTRICTED RESERVES	\$ 63,118,294.65		

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.

William Fox

Chief Financial Officer

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 (\$122,711,953.11) and October (\$121,308,222.35), CLA found the \$1,403,730.76 increased fund balance between November and October.

The District board of directors approved the District's investment policy update recommended by Chandler Asset Management, which became effective as of December 1, 2022. The 12/01/22 Regular Board Meeting Agenda Packet includes the detailed updated policy. The investment policy described in this memo below does not reflect the updates. CLA will update the investment memo to reflect the new investment policies starting with the December 2022 investment memo.

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, 2022, CLA was able to confirm 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 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 \$25 billion with over thirty years of experience in managing money market mutual funds, Chandler Asset Management exceeds the 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, 2022 is 0.58%. Therefore, the District is following 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 – November 2022

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 November 30, 2022, 9.35% 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.

Negotiable Certificates of Deposit – Section 9.4 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." All instruments categorized as negotiable certificates of deposit in the District's portfolio follow Section 9.4 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 9.4 of the investment policy, the maximum percentage of investments in negotiable certificates of deposit 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(i)) regarding negotiable certificates of deposit. These guidelines establish a maximum specified percentage of the District's investment portfolio for certificates of deposit at 30%. The State of California's guidelines also establish that maximum investment maturities for medium-term notes are limited to five years.

Negotiable certificates of deposit constitute 0.0% of the District's total investment balance as of November 30, 2022. Therefore, the District is following both the investment policy and the State of California's standards.

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 follow 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.

West Valley Water District Investment Memo – November 2022

Medium-term notes constitute 5.65% of the District’s total investment balance as of November 30, 2022. Therefore, the District is following 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 the District’s current federal agency holdings are rated AAA by multiple NRSRO’s as of November 30, 2022.

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 7.05% of the District’s total investment balance as of November 30, 2022. 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 rating system, 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, 2022, the District’s Local Agency Investment Fund balance represents 60.60% of the District’s entire portfolio. Therefore, the District is following 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 30, 2022 LAIF investments had a net-yield of 2.007%. Regarding portfolio composition, LAIF fund investments were split into the following categories (percentages may not total 100% due to rounding):

- Treasuries- 66.57%
- Agencies- 19.19%
- Certificates of Deposit/Bank Notes- 6.51%

West Valley Water District Investment Memo – November 2022

- Commercial Paper- 5.02%
- Time Deposits- 2.30%
- Loans- 0.17%
- Corporate Bonds- 0.24%

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 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 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 (Cal TRUST)

The District maintains investments in the CalTRUST Short-Term Fund. For the month ending November 30, 2022 the Net Asset Value per share was \$9.97 (\$16,785,902.55 book value) for CalTRUST Short-Term Fund investments. Per the CalTRUST Month End Portfolio Statistics dated November 30, 2022, the credit rating for the Short-Term Fund is AAF, identifying the credit quality of the fund’s portfolio performance as very 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, 2022, the District’s CalTRUST investment balance represents 13.68% of the District’s entire portfolio. Therefore, the District is following 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, 2022, the District maintained balances within the FDIC limit of \$250,000 for each of its bank accounts, except for the Chase General Governmental Checking account. 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 2022 (\$2,863,708.90) and October 2022 (\$1,857,462.43), CLA observed an increase in the November 2022 account balance of

West Valley Water District Investment Memo – November 2022

\$1,006,246.47 versus October 2022 due to a few factors. The District collected \$918K for multiple projects and received \$378K tax payments from County of San Bernardino. Any remaining difference is due to normal monthly activity.

During our review of the November 2022 Chase General Governmental Checking account bank statement, it was noted that there were 11 fraudulent activities totaling \$9,727.03. West Valley Water District (“WVWD”) has a procedure where the bank issues a check/ACH exception report for WVWD to review and reject fraudulent checks/ACHs as needed. Currently, WVWD has implemented check number and amount positive pay.

While the District reconciles its deposit accounts monthly, CLA found that the District has historically reported the month-ending bank statement balance on the Treasurer’s Report. Because the monthly bank statement does not take any outstanding checks or other withdrawals into account, the District may be overstating the General Government Checking balances on the Treasurer’s Report, which ultimately impacts its liquidity.

In November, the UTC Routine Checking account was \$5,000.56 and the UTC Non-Routine Checking account balance was \$48,636.50. The balances in both accounts went remained unchanged between November 2022 and October 2022. The relatively low balances in both accounts (in comparison with the historical balances) is due to the former CFO’s emphasis on transferring more of its unrestricted cash balances to the District’s investments accounts to take advantage of the increased rate of return.

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 daily. 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 daily. Cash deposits are reconciled daily by the District’s accounting department. Petty cash is normally reconciled by the accounting department monthly. The District’s accounting department provided CLA with a formalized reconciliation for the petty cash account as of November 30, 2022, therefore CLA was able to agree the cash drawers and petty cash balance to the District Cash Drawers summary schedule.

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, 2022 the District had 2.38% of its portfolio invested in bank deposit accounts.

Commercial Paper

Commercial paper is an unsecured, short-term debt instrument issued by a corporation, typically for the financing of accounts payable and inventories and meeting short-term liabilities. Commercial paper is usually issued at a discount from face value and typically reflects prevailing market interest rates. Per section 9.8 of the investment policy, the entity that issues the commercial paper should meet all the following conditions “(i) is organized and operating in the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars (\$500,000,000), and (iii) has debt other than

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commercial paper, if any, that is rated at least the “A” category by a NRSRO. For a commercial paper investment to be eligible for the District, the commercial paper shall not have a maximum maturity of 270 days or less and no more than 25% of the District’s portfolio may be invested in this category.

The District’s investment policy is also in accordance with the State of California’s Local Agency Investment Guidelines (Government Code Section 53601 (h)) regarding Commercial Paper. These guidelines establish a maximum specified percentage of the District’s investment portfolio for commercial paper at 25%. The State of California’s guidelines also establish that maximum investment maturities for commercial paper should be 270 days or less.

As of November 30, 2022, the District had 0.0% invested in commercial paper investment. Therefore, the District is following both the investment policy and the State of California’s standards.

Supranational

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 supranationals should be five years or less.

As of November 30, 2022, the District’s investments in five securities categorized as supranationals was 0.70% of the total portfolio and 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.

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, 2022 ending balance of \$177.87 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 2022 Treasurer's Report reconciles with the District's general ledger. The November 30, 2022 balance of \$5,398,987.90 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 \$51,194,492.69 presented on the November 2022 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.

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 \$12,695,687.00 (\$7,827,687.00 for fiscal year 2022-23 and \$4,868,000.00 for fiscal year 2023-24) in its

West Valley Water District Reserve Memo – November 2022

capital project account, meeting the minimum target level required for both fiscal years. Based upon the inquiry of finance department personnel, certain projects are no longer included in the capital improvement reserve in the board approved budget for the FY 22-23 because those projects are funded directly from the Capacity Charge Restricted Fund. CLA was able to confirm that the District is in adherence with the minimum target level requirement as of November 30, 2022 by comparing the board-approved 2022-23 Capital Improvement Budget which indicates a total CIP (Operating Revenues + Capacity Charges + FY 2021-22 Carryover Balance) for fiscal year 2022-23 of \$7,827,687.00. The reserve policy only requires the district to maintain 80% of the amount estimated to be needed the following fiscal year (2023-24) which amounts to \$4,868,000.00, therefore, the District meets the requirement indicated in its reserve policy.

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 2022-23 board-approved budget, CLA can confirm the District has an operating expenses budget of \$31,659,962.37. As of November 30, 2022, the administrative and general account contains \$1,582,998.10 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 2022-23 board-approved budget, the District anticipates water revenues of \$19,701,887.62 for the current fiscal year. The District’s current balance of \$985,094.40 in its rate stabilization account achieves the minimum target level for this account as indicated in the reserve policy.

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 2022-23 board-approved budget, CLA can confirm the District has an operating expenses budget of \$31,659,962.37. As of November 30, 2022, the operating reserve account maintains a balance of \$5,276,660.33, 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, 2022 general ledger detail reporting provided by the District’s accounting staff, CLA was able to confirm that the District’s net assets total \$125,943,645.03. As of November 31, 2022, the emergency account represents a balance of \$1,259,436.45 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

West Valley Water District Reserve Memo – November 2022

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 and this amount is considered adequate based on conversations with the District’s CFO.

Balance Available for Daily Operations – This balance represents the District’s total cash balance less any fund requirements. For the month ending November 30, 2022, the District had a total of \$122,711,953.11 in various institutional accounts. The required reserve balances by type total \$86,518,534.74 and are categorized as follows:

- Restricted Funds- \$59,593,658.46
- Capital Reserve Funds- \$14,278,685.10
- Liquidity Funds- \$7,646,191.18
- Other Reserves- \$5,000,000.00

Based on the District’s Treasurer’s Report, which indicates a total cash balance of \$122,711,953.11 and fund requirements of \$86,518,534.74, the fund balance available for daily operations reconciles to the November 2022 Treasurer’s report.

CLA reviewed the Treasurer’s report for clerical accuracy and recalculated the total Unrestricted Reserves balance and agreed the totals to the November 2022 Treasurer’s Report. The Treasurer’s Report indicates that West Valley Water District’s total cash, investment, and reserve balances as of November 30, 2022 total \$122,711,953.11. In its assessment of the District’s accounts, the balances on the Treasurer’s Report appear to agree with the supporting documentation provided by the West Valley Water District.

West Valley Water District
Investment Policy Analysis
November 30, 2022

U.S. Bank - Chandler Asset Management		
Money Market	717,455.45	A
Commercial Paper	-	A
Federal Agency Obligations	8,656,896.80	A
U.S. Government	11,474,796.25	A
Corporate Bonds	6,929,645.65	A
Supranational	864,874.00	A
Negotiable CD	-	A
Total U.S. Bank - Chandler Asset Management Funds	28,643,668.15	

Checking and Savings		
Bank of Hope	-	B
Chase-1653 (Operating Account)	2,863,708.90	B
Chase-1368	5,000.56	B
Chase-1392	48,636.50	B
Chase-5993 (Rebate Account)		B
2016A Bond - Principal & Payment Funds	177.87	B
2016A Bond - Interest Fund	-	B
District Cash Drawers	4,300.00	C
Total Checking and Savings	2,921,823.83	

CalTRUST Short Term Fund	16,785,902.55	A
CalTRUST Medium Term Fund	-	A
LAIF	74,360,558.58	A
Total November 30, 2022 District Funds	122,711,953.11	

The balances indicated above are as of November 30, 2022

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 11/30/22, 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%	8,656,896.80
U.S. Government	No Limit	11,474,796.25
LAIF	No Limit	74,360,558.58
CalTRUST	No Limit	16,785,902.55
Negotiable CD	30%	-
Medium Term Notes (Corporate Bonds)	30%	6,929,645.65
Money Market	20%	717,455.45
Bank Deposits	No Limit	2,921,823.83
Supranational	30%	864,874.00
		122,711,953.11
Funds Excluded from Policy	2016A	-
Total November 30, 2022 District Funds		122,711,953.11

Asset Class	November 2022	
	(% of Total Investments)	Maximum Portfolio (%)
Commercial Paper	0.00%	25%
Federal Agency Obligations	7.05%	30%
U.S. Government	9.35%	No Limit
LAIF	60.60%	No Limit
CalTRUST	13.68%	No Limit
Negotiable CD	0.00%	30%
Medium Term Notes (Corporate Bonds)	5.65%	30%
Money Market	0.58%	20%
Bank Deposits	2.38%	No Limit
Supranational	0.70%	30%

West Valley Water District
 Bond Analysis
 November 30, 2022

Federal Agency Obligations						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
F H L M C - 3137EAEN5	247,222.50	Aaa	Yes	8/7/2018	6/19/2023	4.8
F H L M C - 3137EAES4	175,572.00	Aaa	Yes	6/24/2020	6/26/2023	3.0
FFCB Note 3133EK2K5	244,317.50	Aaa	Yes	8/19/2019	8/14/2023	3.9
Federal Home Loan Bks - 313383YJ4	247,152.50	Aaa	Yes	11/29/2018	9/8/2023	4.7
F N M A - 3135GOLU43	231,498.50	Aaa	Yes	9/12/2018	9/12/2023	4.9
FHLMC MTN- 3137EAEZ8	478,915.00	Aaa	Yes	10/7/2020	11/6/2023	3.0
F N M A - 3135G06H1	415,638.15	Aaa	Yes	11/23/2020	11/27/2023	3.0
FHLMC MTN- 3137EAF2	334,208.00	Aaa	Yes	12/2/2020	12/4/2023	3.0
Federal Home Loan Bks - 3130A0F70	236,536.80	Aaa	Yes	12/13/2018	12/8/2023	4.9
Federal Home Loan Bks - 3130AB3H7	184,366.50	Aaa	Yes	4/8/2019	3/8/2024	4.8
Federal Home Loan Bks - 3130ADXE5	245,330.00	Aaa	Yes	3/19/2019	3/8/2024	4.9
FFCB Note 3133EKNX0	241,557.50	Aaa	Yes	6/25/2019	6/3/2024	4.9
Federal Home Loan Bks - 3130A1XJ2	243,197.50	Aaa	Yes	6/12/2019	6/14/2024	4.9
F N M A - 3135GOV75	239,442.50	Aaa	Yes	7/8/2019	7/2/2024	4.9
FFCB- 3133EKP75	237,940.00	Aaa	Yes	10/15/2019	9/17/2024	4.9
F N M A - 3135GOW66	237,112.50	Aaa	Yes	10/17/2019	10/15/2024	4.9
Federal Farm Credit Bks - 3133ENS43	498,250.00	Aaa	Yes	10/20/2022	10/17/2024	2.0
Federal Farm Credit Bks - 3133ENZ94	499,795.00	Aaa	Yes	11/16/2022	11/18/2027	4.9
F N M A - 3135G0X24	89,681.90	Aaa	Yes	1/8/2020	1/7/2025	4.9
Federal Farm Credit Bks - 3133ENZ37	504,010.00	Aaa	Yes	11/3/2022	1/10/2025	2.2
Federal Home Loan Mortgage Company - 3137EAEPO	268,014.00	Aaa	Yes	2/13/2020	2/12/2025	4.9
F N M A Deb - 3135G03U5	155,691.10	Aaa	Yes	4/22/2020	4/22/2025	4.9
F N M A - 3135G0423	259,546.65	Aaa	Yes	6/17/2020	6/17/2025	4.9
F H L M C - 3137EAEU9	316,872.50	Aaa	Yes	7/21/2020	7/21/2025	4.9
F N M A - 3135G05X7	460,387.20	Aaa	Yes	10/6/2020	8/25/2025	4.8
Federal Home Loan Bks - 3130AJXA2	270,279.00	Aaa	Yes	10/7/2020	9/12/2025	4.9
FHLMC MTN - 3137EAEX3	197,967.00	Aaa	Yes	9/23/2020	9/23/2025	4.9
F N M A - 3135G06G3	449,360.00	Aaa	Yes	11/1/2020	11/7/2025	4.9
Federal Home Loan Bks - 3130AKFA9	447,035.00	Aaa	Yes	12/16/2020	12/12/2025	4.9
Total Federal Agency Obligations	8,656,896.80					

Negotiable Certificate of Deposit						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
Total Negotiable Certificates of Deposit	-					

Money Market Fund						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
First American Govt Obligation Fund Class Y - 31846V203	717,455.45	Aaa	Yes	various		
Total Money Market	717,455.45					

Commercial Paper						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/22	Rated A or Equivalent?	Purchase Date	Maturity	Investment Maturity (Years)
Total Commercial Paper	-					

Supranational						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
International Finance Corp - 45950KCR9	235,980.00	Aaa	Yes	7/12/2021	10/16/2024	3.2
International Bank M.T.N - 459058JL8	179,964.00	Aaa	Yes	10/22/2020	10/28/2025	4.9
Inter American Devel Bk - 4581X0DV7	448,930.00	Aaa	Yes	4/13/2021	4/20/2026	5.0
Total Supranational	864,874.00					

U.S. Corporate						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
Visa Inc Callable Note Cont 92826CAC6	149,928.00	Aa3	Yes	12/13/2018	12/14/2022	3.9
Charles Schwab Corp - 808513AT2	149,520.00	A2	Yes	6/8/2018	1/25/2023	4.6
Berkshire Hathaway Inc. - 084670BR8	149,307.00	Aa2	Yes	5/9/2018	3/15/2023	4.8
Toyota Motor Credit Corp. - 89236TJD8	142,890.25	A1	Yes	4/6/2021	4/6/2023	2.0
Apple Inc. - 037833AK6	148,506.00	Aaa	Yes	4/11/2019	5/3/2023	4.0
Walmart Inc - 931142EK5	148,858.50	Aa2	Yes	6/26/2018	6/26/2023	4.9
Bank of NY Mellon Corp - 06406FAD5	294,621.00	A1	Yes	3/15/2021	8/16/2023	2.4
John Deere Capital Corp - 24422EVN6	319,777.60	A2	Yes	3/1/2021	1/17/2024	2.8
National Rural Util Coop - 637432NL5	195,388.00	A1	Yes	4/6/2022	2/7/2024	1.8
Bank of America - 06051GHF9	124,373.75	A2	Yes	5/29/2019	3/5/2024	4.7
Charles Schwab Corp. - 808513BN4	99,722.70	A2	Yes	3/16/2021	3/18/2024	3.0
Amazon Com Inc. - 023135BW5	283,182.00	A1	Yes	5/10/2021	5/12/2024	3.0
Jpmorgan Chase Co - 46625HJX9	295,185.00	A1	Yes	12/5/2019	5/13/2024	4.4
Caterpillar Finl Service - 14913R2L0	291,570.50	A2	Yes	5/10/2021	5/17/2024	3.0
Salesforce Com Inc - 79466LAG9	46,902.50	A2	Yes	6/29/2021	7/15/2024	3.0
US Bancorp - 91159HHX1	144,763.50	A2	Yes	2/5/2021	7/30/2024	3.4
Paccar Financial Corp - 69371RR40	111,699.60	A1	Yes	8/3/2021	8/9/2024	3.0
Paccar Financial Corp - 69371RR73	226,171.05	A1	Yes	3/31/2022	4/7/2025	3.0
Pepsico Inc - 713448CT3	287,817.00	A1	Yes	10/31/2022	4/30/2025	2.5
Pfizer Inc Sr Gbl Nto - 717081EX7	115,290.00	A2	Yes	6/3/2020	5/28/2025	4.9
State Str Corp - 857477BR3	74,469.60	A1	Yes	2/27/2022	2/6/2026	3.9
Apple Inc. - 037833EB2	156,198.00	Aaa	Yes	2/5/2021	2/8/2026	4.9
Unitedhealth Group Inc. - 91324PEC2	54,000.00	A3	Yes	6/16/2021	5/15/2026	4.8
Walmart Inc - 931142ER0	53,283.60	Aa2	Yes	9/8/2021	9/17/2026	5.0
Duke Energy Carolinas - 26442CAS3	285,624.00	Aa3	Yes	10/28/2022	12/1/2026	4.0
Target Corp - 87612EBM7	127,981.00	A2	Yes	1/19/2022	1/15/2027	4.9
Procter Gamble Co The - 742718FV6	274,431.00	Aa3	Yes	2/1/2022	2/1/2027	4.9
Charles Schwab Corp - 808513BY0	87,153.00	A2	Yes	3/1/2022	3/3/2027	4.9
Berkshire Hathaway Fin - 084664CZ2	260,621.20	Aa2	Yes	3/7/2022	3/15/2027	5.0
Blackrock Inc - 09247XAN1	239,840.00	Aa3	Yes	4/27/2022	3/15/2027	4.8
Northern Tr Corp Sr Nt - 665859AW4	293,769.00	A2	Yes	5/5/2022	5/10/2027	4.9
Unitedhealth Group Inc - 91324PEG3	295,624.30	A3	Yes	5/17/2022	5/15/2027	4.9
Walmart Inc - 931142EX7	248,425.00	Aa2	Yes	9/12/2022	9/9/2027	4.9
Toronto Dominion Bank - 89114QCA4	290,127.00	A1	Yes	4/23/2021	6/12/2024	3.1
Bank of Montreal - 06367WB85	233,625.00	A2	Yes	8/6/2021	5/1/2025	3.7
Royal Bank of Canada - 78015K7H1	229,000.00	A1	Yes	5/20/2021	6/10/2025	4.0
Total U.S. Corporate	6,929,645.65					

U.S. Government						
Security Description	Market Value	Moody's (NRSRO) Long-Term Rating as of 11/30/22	Rated A or Equivalent?	Inception Date	Maturity	Investment Maturity (Years)
U.S. Treasury Note - 912828V80	243,272.50	Aaa	Yes	4/29/2019	1/31/2024	4.7
U.S. Treasury Note - 912828X70	241,055.00	Aaa	Yes	9/5/2019	4/30/2024	4.6
U.S. Treasury Note - 912828U3	167,303.50	Aaa	Yes	12/30/2019	8/31/2024	4.6
U.S. Treasury Note - 912828VM6	473,710.00	Aaa	Yes	12/9/2020	10/31/2024	3.8
U.S. Treasury Note - 912828VY6	236,387.50	Aaa	Yes	12/11/2019	11/30/2024	4.9
U.S. Treasury Note - 912828Z52	470,195.00	Aaa	Yes	5/9/2021	1/31/2025	3.7
U.S. Treasury Note - 912828ZF0	459,395.00	Aaa	Yes	2/24/2021	3/31/2025	4.0
U.S. Treasury Note - 912828ZL7	456,445.00	Aaa	Yes	1/13/2021	4/30/2025	4.2
U.S. Treasury Note - 912828ZT0	453,670.00	Aaa	Yes	12/16/2020	5/31/2025	4.4
U.S. Treasury Note - 912828AB7	451,525.00	Aaa	Yes	12/16/2020	7/31/2025	4.6
U.S. Treasury Note - 912828CAJ0	449,920.00	Aaa	Yes	12/1/2020	8/31/2025	4.7
U.S. Treasury Note - 912828CAT8	448,125.00	Aaa	Yes	12/1/2020	10/31/2025	4.8
U.S. Treasury Note - 912828CBC4	447,635.00	Aaa	Yes	1/8/2021	12/31/2025	4.9
U.S. Treasury Note - 912828CBH3	445,840.00	Aaa	Yes	2/16/2021	1/31/2026	4.9
U.S. Treasury Note - 912828CBQ3	446,425.00	Aaa	Yes	3/4/2021	2/28/2026	4.9
U.S. Treasury Note - 912828CCF6	223,477.50	Aaa	Yes	6/28/2021	5/31/2026	4.9
U.S. Treasury Note - 912828CCP4	442,950.00	Aaa	Yes	9/17/2021	7/31/2026	4.8
U.S. Treasury Note - 912828CCW9	444,065.00	Aaa	Yes	11/29/2021	8/31/2026	4.7
U.S. Treasury Note - 912828CCZ2	445,410.00	Aaa	Yes	12/15/2021	9/30/2026	4.7
U S Treasury Note - 912828CDK4	450,665.00	Aaa	Yes	10/20/2022	11/30/2026	4.1
U S Treasury Note - 912828CEF4	472,170.00	Aaa	Yes	11/2/2022	3/31/2027	4.4
U.S. Treasury Note - 912828CEN7	477,030.00	Aaa	Yes	6/6/2022	4/30/2027	4.8
U S Treasury Note - 912828CET4	427,095.00	Aaa	Yes	7/8/2022	5/31/2027	4.8
U S Treasury Note - 912828CEW7	486,990.00	Aaa	Yes	10/20/2022	6/30/2027	4.6
U S Treasury Note - 912828CFH9	237,515.25	Aaa	Yes	10/6/2022	8/31/2027	4.8
U S Treasury Note - 912828CFM8	506,095.00	Aaa	Yes	10/24/2022	9/30/2027	4.9
U S Treasury Note - 912828CFU0	506,365.00	Aaa	Yes	11/18/2022	10/31/2027	4.9
U S Treasury Note - 9128283F5	464,065.00	Aaa	Yes	11/28/2022	11/15/2027	4.9
Total U.S. Government	11,474,796.25					

November 2022 Bond Total per Treasurer's Report 28,643,668.15
 Total Per November 2022 Chandler Statement 28,643,668.15
 Variance -



**BOARD OF DIRECTORS
FINANCE COMMITTEE
STAFF REPORT**

DATE: December 21, 2022
TO: Finance Committee
FROM: Van Jew, Acting General Manager
SUBJECT: MONTHLY REVENUE & EXPENDITURES REPORT - NOVEMBER 2022

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 Report (**Exhibit A**) 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 November 30. 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:

There is no fiscal impact for producing the November 2022 Monthly Revenue & Expenditure Report.

STAFF RECOMMENDATION:

Forward a recommendation to the Board of Directors to approve the November 2022 Monthly Revenue & Expenditure Report.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:jv

ATTACHMENT(S):

1. Exhibit A - 2022 November Monthly Revenue & Expenditure Report

Exhibit A



West Valley Water District, CA

Budget Report Group Summary

For Fiscal: 2022-2023 Period Ending: 11/30/2022

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Revenue							
4000 - Water consumption sales	19,701,888.00	19,701,888.00	1,619,201.69	9,190,554.55	0.00	-10,511,333.45	46.65 %
4010 - Water service charges	8,168,023.00	8,168,023.00	913,522.85	3,646,295.49	0.00	-4,521,727.51	44.64 %
4020 - Other operating revenue	3,967,920.00	3,967,920.00	157,831.55	1,012,064.53	0.00	-2,955,855.47	25.51 %
4030 - Property Taxes	3,069,566.00	3,069,566.00	262,913.36	262,705.00	0.00	-2,806,861.00	8.56 %
4040 - Interest & Investment Earnings	350,000.00	350,000.00	397,594.74	883,292.51	0.00	533,292.51	252.37 %
4050 - Rental Revenue	36,303.00	36,303.00	3,169.08	15,845.40	0.00	-20,457.60	43.65 %
4060 - Grants and Reimbursements	127,892.00	127,892.00	0.00	6,571.09	0.00	-121,320.91	5.14 %
4070 - Gain on Sale of Capital Assets	0.00	0.00	0.00	735,493.68	0.00	735,493.68	0.00 %
4080 - Other Non-Operating Revenue	15,783.00	15,783.00	0.00	10,403,585.08	0.00	10,387,802.08	65,916.40 %
Revenue Total:	35,437,375.00	35,437,375.00	3,354,233.27	26,156,407.33	0.00	-9,280,967.67	73.81 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 11/30/2022

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Expense							
5110 - Source Of Supply	2,530,789.00	2,530,789.00	112,647.16	621,723.72	0.00	1,909,065.28	24.57 %
5210 - Production	4,403,550.00	4,403,550.00	516,082.74	1,858,985.11	154,236.49	2,390,328.40	45.72 %
5310 - Water Quality	772,375.00	772,375.00	49,995.33	205,840.59	34,007.25	532,527.16	31.05 %
5320 - Water Treatment - Perchlorate	550,000.00	550,000.00	26,120.37	123,947.39	18,354.78	407,697.83	25.87 %
5350 - Water Treatment - FBR/FXB	2,204,600.00	2,204,600.00	186,338.48	676,944.56	538,031.88	989,623.56	55.11 %
5390 - Water Treatment - Roemer/Arsenic	1,944,210.00	1,944,210.00	183,537.25	702,043.65	214,458.70	1,027,707.65	47.14 %
5410 - Maintenance - T & D	2,545,250.00	2,545,250.00	171,948.54	752,557.16	481,539.17	1,311,153.67	48.49 %
5510 - Customer Service	1,323,600.00	1,323,600.00	93,150.61	469,884.56	0.00	853,715.44	35.50 %
5520 - Meter Reading	1,154,500.00	1,154,500.00	86,185.79	379,646.25	0.00	774,853.75	32.88 %
5530 - Billing	537,700.00	537,700.00	45,899.29	192,159.57	112,971.74	232,568.69	56.75 %
5610 - Administration	2,512,301.00	2,512,301.00	246,966.49	482,004.93	36,446.81	1,993,849.26	20.64 %
5615 - General Operations	3,378,372.00	3,378,372.00	78,651.04	1,822,403.25	254,120.99	1,301,847.76	61.47 %
5620 - Accounting	974,443.00	974,443.00	84,160.39	317,234.24	31,000.00	626,208.76	35.74 %
5630 - Engineering	1,793,120.00	1,793,120.00	140,989.07	624,226.52	41,338.25	1,127,555.23	37.12 %
5640 - Business Systems	1,369,630.00	1,369,630.00	121,721.82	452,675.48	35,555.17	881,399.35	35.65 %
5645 - GIS	285,830.00	285,830.00	32,082.38	107,278.90	6,500.00	172,051.10	39.81 %
5650 - Board Of Directors	304,900.00	304,900.00	25,556.74	93,741.09	21,300.00	189,858.91	37.73 %
5660 - Human Resources/Risk Management	964,580.00	964,580.00	44,983.10	202,751.21	136,330.00	625,498.79	35.15 %
5680 - Purchasing	667,300.00	667,300.00	44,739.86	201,268.31	0.00	466,031.69	30.16 %
5710 - Public Affairs	1,362,912.00	1,362,912.00	77,727.31	281,211.34	422,035.41	659,665.25	51.60 %
5720 - Grants & Rebates	80,000.00	80,000.00	1,395.48	8,599.46	0.00	71,400.54	10.75 %
6200 - Interest Expense	888,300.00	888,300.00	0.00	212,406.50	0.00	675,893.50	23.91 %
6300 - Debt Administration Service	6,615.00	6,615.00	0.00	0.00	0.00	6,615.00	0.00 %
Expense Total:	32,554,877.00	32,554,877.00	2,370,879.24	10,789,533.79	2,538,226.64	19,227,116.57	40.94 %
Report Surplus (Deficit):	2,882,498.00	2,882,498.00	983,354.03	15,366,873.54	-2,538,226.64	9,946,148.90	445.05 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 11/30/2022

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
100 - Water Operations Fund	2,882,498.00	2,882,498.00	983,354.03	15,366,873.54	-2,538,226.64	9,946,148.90
Report Surplus (Deficit):	2,882,498.00	2,882,498.00	983,354.03	15,366,873.54	-2,538,226.64	9,946,148.90



**BOARD OF DIRECTORS
FINANCE COMMITTEE
STAFF REPORT**

DATE: December 21, 2022
TO: Finance Committee
FROM: Van Jew, Acting General Manager
SUBJECT: CASH DISBURSEMENTS REPORT - NOVEMBER 2022

BACKGROUND:

The Board of Directors requested the Monthly Cash Disbursements 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 to the Finance Committee on a monthly basis.

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, (**Exhibit A**) and payroll Disbursements (**Exhibit B**). 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:

There is no fiscal impact for producing the November 2022 Cash Disbursement Reports.

STAFF RECOMMENDATION:

Forward a recommendation to the Board of Directors to approve the November 2022 Cash Disbursement Reports.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ;jv

ATTACHMENT(S):

1. Exhibit A - 2022 November Cash Disbursements Board Report
2. Exhibit B - 2022 November Cash Disbursements Payroll Board Report

Exhibit A

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT

November 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6556	CAROLLO ENGINEERS INC	WIFIA and SRF Loan Application - Roemer Expansion	\$ 2,433.25	
6557	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 720.00	
6557	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 30.00	
6557	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 249.50	
6557	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 90.00	
6557	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 30.00	
6558	DAVID N M TURCH	Federal Lobbyist Services-9/9/22-10/8/22	\$ 12,500.00	
6559	DIAMOND ENVIRONMENTAL SERVICES LP	RESTROOM RENTAL-10272 CEDAR PL	\$ 129.95	
6559	DIAMOND ENVIRONMENTAL SERVICES LP	RESTROOM RENTAL-18451 VINEYARD AVE	\$ 129.95	
6560	HASA INC.	CHEMICALS-WELLS	\$ 216.67	
6560	HASA INC.	CHEMICALS-WELLS	\$ 481.50	
6560	HASA INC.	CHEMICALS-BLF	\$ 1,685.24	
6560	HASA INC.	CHEMICALS-WELLS	\$ 192.60	
6560	HASA INC.	CHEMICALS-WELLS	\$ 385.20	
6560	HASA INC.	CHEMICALS-WELLS	\$ 288.90	
6560	HASA INC.	CHEMICALS-WELLS	\$ 144.45	
6560	HASA INC.	CHEMICALS-WELLS	\$ 144.45	
6560	HASA INC.	CHEMICALS-WELLS	\$ 341.87	
6560	HASA INC.	CHEMICALS-PERCHLORATE	\$ 144.45	
6560	HASA INC.	CHEMICALS-ROEMER	\$ 5,401.02	
6561	HAWKINS, CHANNING	WORLD WATER TECH NORTH AMERICA	\$ 543.07	
6562	HIDALGO, ALLAN B	SAFETY GLASSES	\$ 129.98	
6563	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 87.01	
6563	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 354.70	
6563	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 429.75	
6564	MERLIN JOHNSON CONST INC.	RETENTION-W22030	\$ (1,436.93)	
6564	MERLIN JOHNSON CONST INC.	Riverside Ave North Street Recons Proj Phase I-B		\$ 28,738.61
6565	NEARMAP US INC	NEARMAP SOFTWARE SUBSCRIPTION	\$ 11,000.00	
6566	OFFICE SOLUTIONS BUSINESS PRODUCTS	OFFICE SUPPLIES	\$ 458.75	
6567	UNIFIRST CORPORATION	ROEMER JANITORIAL SERVICES	\$ 136.28	
6567	UNIFIRST CORPORATION	ROEMER JANITORIAL SERVICES	\$ 151.32	
6568	VULCAN MATERIALS COMPANY	Temporary Asphalt	\$ 732.12	
6569	CALIFORNIA LANDSCAPE & DESIGN INC.	Cactus Basin #2 Maintenance	\$ 24,945.00	
6570	CDW GOVERNMENT INC	Surface laptop Computers for replacments	\$ 336.44	
6570	CDW GOVERNMENT INC	Surface laptop Computers for replacments	\$ 4,630.45	
6571	CHANDLER ASSET MANAGEMENT	OCT 2022 SERVICES	\$ 2,128.58	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 13.50	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 13.50	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 40.50	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 30.00	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 13.50	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 40.50	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 13.50	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 211.50	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 186.00	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 186.00	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 186.00	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 80.00	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	\$ 66.75	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 80.00	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT

November 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6572	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6573	COMPUTERIZED EMBROIDERY COMPANY INC	SHIRTS-ANGELA GARCIA	\$ 160.16	
6574	CRB SECURITY SOLUTIONS	FBR REPAIR/MAINT	\$ 321.95	
6574	CRB SECURITY SOLUTIONS	FBR ACCESS CONTROL REPAIR	\$ 342.48	
6574	CRB SECURITY SOLUTIONS	ROEMER ACCESS CONTROL REPAIR	\$ 321.90	
6574	CRB SECURITY SOLUTIONS	HQ ACCESS REPAIR/MAINT	\$ 342.47	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 827.50	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 448.50	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 344.00	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 172.50	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 34.50	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 34.50	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 69.00	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 204.50	
6574	CRB SECURITY SOLUTIONS	Security Alarms Monitoring & Repair	\$ 69.00	
6575	GENERAL PUMP COMPANY INC	Refurbished FBR influent pump 99	\$ 4,200.76	
6575	GENERAL PUMP COMPANY INC	Hydro Generator Refurbished	\$ 4,477.79	
6576	HACH COMPANY	PM contract for Hach TOC analyzer	\$ 7,778.00	
6577	HARRINGTON INDUSTRIAL PLASTICS	ROEMER SUPPLIES	\$ 274.50	
6577	HARRINGTON INDUSTRIAL PLASTICS	ROEMER SUPPLIES	\$ 287.85	
6577	HARRINGTON INDUSTRIAL PLASTICS	injector quill	\$ 2,525.14	
6578	HARTLEY, MARY JO	LANDSCAPE WORKSHOP	\$ 287.29	
6579	HASA INC.	CHEMICALS-BLF	\$ 1,564.87	
6579	HASA INC.	CHEMICALS-WELLS	\$ 361.12	
6579	HASA INC.	CHEMICALS-WELLS	\$ 482.50	
6579	HASA INC.	CHEMICALS-WELLS	\$ 601.87	
6579	HASA INC.	CHEMICALS-WELLS	\$ 120.37	
6579	HASA INC.	CHEMICALS-WELLS	\$ 120.37	
6579	HASA INC.	CHEMICALS-WELLS	\$ 168.52	
6579	HASA INC.	CHEMICALS-BLF	\$ 1,444.49	
6579	HASA INC.	CHEMICALS-ROEMER	\$ 5,681.87	
6579	HASA INC.	CHEMICALS-ROEMER	\$ 5,401.02	
6580	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 3,231.00	
6581	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 145.22	
6581	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 348.37	
6581	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	\$ 472.75	
6582	PANTALEON, SOCORRO	FRAMING RESOLUTIONS	\$ 36.64	
6582	PANTALEON, SOCORRO	WATER SMART CONFERENCE	\$ 153.44	
6582	PANTALEON, SOCORRO	WATER PROFESSIONALS LUNCHEON	\$ 15.31	
6582	PANTALEON, SOCORRO	MEALS FOR OLIVER P ROEMER	\$ 64.81	
6583	RED WING BUSINESS ADVANTAGE ACCOUNT	SAFETY BOOTS-BRIAN GRUBERT	\$ 225.00	
6584	SHARP EXTERMINATOR INC	DISTRICT MAINTENANCE	\$ 185.00	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 8.02	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.50	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.58	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.48	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.28	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.26	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.16	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.26	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 7.48	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 8.02	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 5.50	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.16	

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT
November 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.28	
6585	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	\$ 6.58	
6585	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.62	
6585	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 6.53	
6585	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.60	
6585	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 6.53	
6585	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.62	
6585	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	\$ 5.60	
6585	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.38	
6585	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.49	
6585	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.71	
6585	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.71	
6585	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.49	
6585	UNIFIRST CORPORATION	UNIFORMS-FBR	\$ 6.38	
6585	UNIFIRST CORPORATION	JANITORIAL SERVICES-ROEMER	\$ 151.32	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.71	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.61	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 44.05	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.72	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 5.72	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.71	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.22	
6585	UNIFIRST CORPORATION	UNIFORMS-ROEMER	\$ 6.61	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.71	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.91	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 7.56	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 13.89	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.14	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.71	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.63	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.51	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.26	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.16	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.71	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.71	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.91	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 7.56	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.16	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.26	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.51	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.14	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.63	
6585	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	\$ 6.69	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.97	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.23	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.61	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.26	

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.63	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.97	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.63	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.61	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.26	
6585	UNIFIRST CORPORATION	UNIFORMS-METERS	\$ 6.23	
6585	UNIFIRST CORPORATION	JANITORIAL SERVICES-HQ	\$ 237.07	
6585	UNIFIRST CORPORATION	JANITORIAL SERVICES-HQ	\$ 237.07	
6585	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.54	
6585	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.72	
6585	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.72	
6585	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 5.54	
6585	UNIFIRST CORPORATION	UNIFORMS-ENGINEERING	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 9.50	
6585	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 7.98	
6585	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 6.39	
6585	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 7.98	
6585	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 6.39	
6585	UNIFIRST CORPORATION	UNIFORMS-PURCHASING	\$ 9.50	
6589	VELASQUEZ, JOSE	CFO INNOVATION/TRICK OR TREAT EVENT	\$ 19.00	
6589	VELASQUEZ, JOSE	CFO INNOVATION/TRICK OR TREAT EVENT	\$ 80.95	
6590	BRENNTAG PACIFIC INC	Ferric Chloride chemical for Arsenic plant	\$ 2,031.20	
6591	CALIFORNIA LANDSCAPE & DESIGN INC.	Landscape Maintenance Services	\$ 5,833.00	
6591	CALIFORNIA LANDSCAPE & DESIGN INC.	Landscape Maintenance Services	\$ 1,667.00	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 31.50	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 706.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 25.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 45.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 575.25	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 13.50	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 15.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 18.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 30.00	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 13.50	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 218.25	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 15.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 186.00	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 36.00	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 497.75	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 80.00	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 65.00	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 197.50	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6592	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6593	FASTENAL COMPANY	SHOP SUPPLIES	\$ 430.81	
6593	FASTENAL COMPANY	SHOP SUPPLIES	\$ 273.16	
6593	FASTENAL COMPANY	SHOP SUPPLIES	\$ 376.83	

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6593	FASTENAL COMPANY	SHOP SUPPLIES	\$ 489.94	
6593	FASTENAL COMPANY	SHOP SUPPLIES	\$ 235.57	
6594	HASA INC.	CHEMICALS-WELLS	\$ 337.05	
6594	HASA INC.	CHEMICALS-BLF	\$ 2,140.06	
6594	HASA INC.	CHEMICALS-WELLS	\$ 361.12	
6594	HASA INC.	CHEMICALS-WELLS	\$ 240.75	
6594	HASA INC.	CHEMICALS-WELLS	\$ 312.97	
6594	HASA INC.	CHEMICALS-WELLS	\$ 409.27	
6594	HASA INC.	CHEMICALS-WELLS	\$ 180.57	
6594	HASA INC.	CHEMICALS-WELLS	\$ 481.50	
6595	INFOSEND INC	Postage/Printing for Customer Bills	\$ 3,792.05	
6595	INFOSEND INC	Postage/Printing for Customer Bills	\$ 11,211.56	
6596	INLAND ROAD SERVICE & TIRE	New Drive Tires for Unit 104	\$ 1,075.16	
6597	KRUEGER, WILLIAM E	T2 CERTIFICATION	\$ 60.00	
6598	MCMMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES	\$ 510.24	
6599	NEARMAP US INC	SERVICES 10/4/22-10/3/23	\$ 6,500.00	
6600	RECYCLED AGGREGATE MATERIALS CO INC	DISPOSAL FEES	\$ 260.00	
6601	RED WING BUSINESS ADVANTAGE ACCOUNT	SAFETY BOOTS-ALBERT HERRERA	\$ 213.33	
6602	SAMBA HOLDINGS INC	HR SERVICES	\$ 131.88	
6603	SB VALLEY MUNICIPAL	BLF ELECTRIC BILL-8/30/22-9/28/22	\$ 61,013.53	
6604	UNIFIRST CORPORATION	ROEMER JANITORIAL SERVICES	\$ 151.32	
6604	UNIFIRST CORPORATION	JANITORIAL SERVICES-ROEMER	\$ 151.32	
6605	VELASQUEZ, JOSE	EAL PROGRAM REIMBURSEMENT	\$ 5,000.00	
6606	CAMACHO, JESSICA	LUNCH FOR STAFF-TURKEY DRIVE	\$ 96.48	
6607	CAROLLO ENGINEERS INC	WIFIA and SRF Loan Application - Roemer Expansion	\$ 3,349.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 36.75	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 36.75	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	\$ 13.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 42.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 33.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 45.75	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 33.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 33.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 30.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	\$ 30.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 182.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	\$ 128.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 211.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PERCHLORATE	\$ 211.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 249.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 167.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 249.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 337.75	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 167.50	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 35.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	\$ 169.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ARSENIC	\$ 33.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 80.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 113.25	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 80.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	
6608	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-ROEMER	\$ 15.00	

WEST VALLEY WATER DISTRICT

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
6610	HASA INC.	CHEMICALS-WELL 42	\$ 300.94	
6611	INFOSEND INC	July Newsletter	\$ 177.17	
6611	INFOSEND INC	July Newsletter	\$ 2,060.51	
6611	INFOSEND INC	August Newsletter	\$ 143.24	
6611	INFOSEND INC	August Newsletter	\$ 2,059.37	
6612	INLAND ROAD SERVICE & TIRE	VEHICLE MAINTENANCE	\$ 697.13	
6612	INLAND ROAD SERVICE & TIRE	2 New Tires for Unit 104T	\$ 1,036.85	
6613	LEASE PLAN USA INC	Mechanic Repairs for Fleet	\$ 3,083.21	
6614	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 212.50	
6614	LIEBERT CASSIDY WHITMORE	LEGAL FEES	\$ 1,100.00	
6615	PICAZO'S FLOWER DESIGNS INC	OFFICE SUPPLIES	\$ 424.00	
6616	STEWART, PATRICE	CS HOLIDAY DECORATIONS	\$ 143.16	
83040	AMAZON.COM SALES INC	VEHICLES MAINT SUPPLIES	\$ 265.36	
83040	AMAZON.COM SALES INC	Amazon Computer Supplies OCT	\$ 297.69	
83040	AMAZON.COM SALES INC	Amazon Computer Supplies OCT	\$ 323.20	
83040	AMAZON.COM SALES INC	Amazon Computer Supplies OCT	\$ 193.95	
83040	AMAZON.COM SALES INC	Amazon Computer Supplies OCT	\$ 58.27	
83040	AMAZON.COM SALES INC	Amazon Computer Supplies OCT	\$ 91.01	
83041	AQUA-METRIC SALES CO	MXU Order 07/19/22	\$ 14,796.44	
83042	AT&T	ROEMER FIRE SVC	\$ 146.16	
83043	BLAINE TECH SERVICES INC	Sampling Services - Monitoring Wells	\$ 1,380.00	
83044	BURRTEC WASTE INDUSTRIES INC	DISPOSAL FEES-ROEMER	\$ 262.86	
83044	BURRTEC WASTE INDUSTRIES INC	DISPOSAL FEES	\$ 911.94	
83045	CEMEX INC	Type 2 Base for Backfill	\$ 678.00	
83046	CHAMBERLAYNEPR	AUG 2022 SERVICES	\$ 7,500.00	
83047	CHARTER COMMUNICATIONS	TELEPHONE/INTERNET	\$ 930.46	
83047	CHARTER COMMUNICATIONS	TELEPHONE/INTERNET	\$ 1,149.00	
83048	CINTAS CORPORATION	JANITORIAL SERVICES	\$ 181.10	
83049	CITY OF RIALTO-ALARM PROGRAM	ALARM FEES-3353 S INDUSTRIAL DR	\$ 160.40	
83049	CITY OF RIALTO-ALARM PROGRAM	ALARM FEES-HQ	\$ 271.10	
83050	CLIFTON LARSON ALLEN	Treasurer Services-SEPT 2022	\$ 2,625.00	
83051	FEDEX	SHIPPING FEES	\$ 21.35	
83052	GABALDON, RENE	SANTIAGO CANYON COLLEGE	\$ 55.76	
83053	GHD INC	Professional Engineering Services Roemer Expansion		\$ 18,860.38
83054	GOMEZ, LUIS	SAFETY GLASSES	\$ 140.75	
83055	JOHNSON'S HARDWARE INC	ROEMER SUPPLIES	\$ 52.73	
83056	NED'S OIL SALES INC	ROEMER SUPPLIES	\$ 39.64	
83057	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, I	HR SERVICES	\$ 116.00	
83058	TESCO CONTROLS INC	PRODUCTION SUPPLIES	\$ 270.00	
83059	THERMO ELECTRON NORTH AMERICA LLC	FBR Dionex parts	\$ 4,294.92	
83060	VERIZON WIRELESS PHONES	CELL PHONES / IPADS	\$ 4,590.66	
83060	VERIZON WIRELESS PHONES	CELL PHONES / IPADS	\$ 1,552.55	
83060	VERIZON WIRELESS PHONES	CELL PHONES / IPADS	\$ 1,458.93	
83061	YO FIRE	9.67 Clamps for inventory	\$ 167.01	
83061	YO FIRE	9.67 Clamps for inventory	\$ 278.00	
83061	YO FIRE	ARSENIC SUPPLIES	\$ 345.88	
83062	SANDERLIN, CHARLES	CUSTOMER REFUND	\$ 38.47	
83063	Trust, Opendoor Property I	CUSTOMER REFUND	\$ 58.07	
83064	D.R. HORTON	CUSTOMER REFUND	\$ 1.03	
83065	D.R. HORTON	CUSTOMER REFUND	\$ 23.62	
83066	Notarte, Jack	CUSTOMER REFUND	\$ 501.17	
83067	LAM, LOI	CUSTOMER REFUND	\$ 28.15	
83068	D.R. HORTON	CUSTOMER REFUND	\$ 17.00	
83069	D.R. HORTON	CUSTOMER REFUND	\$ 5.11	
83070	CEJA, SONIA & JOSE	CUSTOMER REFUND	\$ 33.77	
83071	PALLAIS, ROGER	CUSTOMER REFUND	\$ 151.69	

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83072	AIRGAS USA LLC	PRODUCTION SUPPLIES	\$ 147.68	
83073	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 275.21	
83073	AMAZON.COM SALES INC	replacment chair for IT Department	\$ 754.25	
83073	AMAZON.COM SALES INC	VEHICLE REP/MAINT	\$ 374.24	
83074	AWWA	2023 MEMBERSHIP FEES	\$ 4,660.00	
83075	BAVCO	WATER QUALITY SUPPLIES	\$ 119.60	
83076	BRAY SALES, INC.	Bray Decant Vales	\$ 1,934.12	
83076	BRAY SALES, INC.	Bray Decant Vales	\$ (1,110.97)	
83077	CALIFORNIA SOCIETY OF MUNI FINANCE OFFICER	INLAND EMPIRE CHAPTER MEETING-GUSTAVO GUTI	\$ 65.00	
83077	CALIFORNIA SOCIETY OF MUNI FINANCE OFFICER	INLAND EMPIRE CHAPTER MEETING-JOSE VELASQUE	\$ 65.00	
83078	CALIFORNIA SPECIAL DIST ASSOC	2023 MEMBERSHIP	\$ 8,810.00	
83079	CHARTER COMMUNICATIONS	CABLE/TELEPHONE	\$ 276.04	
83079	CHARTER COMMUNICATIONS	CABLE/TELEPHONE	\$ 109.92	
83080	CITY OF RIALTO	UTILITY USER TAX-OCT 2022	\$ 55,767.92	
83080	CITY OF RIALTO	UTILITY USER TAX-OCT 2022	\$ (179.81)	
83081	CITY OF SAN BERNARDINO	LYTLE CREEK STREAMFLOW	\$ 23,267.97	
83082	COLTON PUBLIC UTILITIES	WELL 18A ELECTRICITY	\$ 382.90	
83083	FAST SERVICE	CUSTOMER SERVICES-OCT 2022	\$ 253.00	
83084	GRAINGER INC	Galv Pipe 1 x 8	\$ 45.56	
83084	GRAINGER INC	PRODUCTION SUPPLIES	\$ 281.42	
83084	GRAINGER INC	ROEMER SUPPLIES	\$ 322.18	
83085	INDUSTRIAL TRUCK BODIES & EQUIPMENT	Repairs to Unit 202	\$ 732.70	
83085	INDUSTRIAL TRUCK BODIES & EQUIPMENT	Repairs to Unit 202	\$ 1,508.50	
83086	INTERSTATE BATTERY OF SAN BERNARDINO	PRODUCTION SUPPLIES	\$ 61.50	
83087	JASON LEE BERKLEY	Burrowing Owl Survey	\$ 600.00	
83088	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 43.07	
83088	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 73.37	
83088	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 40.02	
83089	LOWES	ROEMER SUPPLIES	\$ 74.80	
83090	MAINTENANCE GLOBAL SERVICES LLC	CONTRACTS/LICENSES	\$ 310.32	
83090	MAINTENANCE GLOBAL SERVICES LLC	IBM iseries Repair parts	\$ 355.86	
83090	MAINTENANCE GLOBAL SERVICES LLC	IBM iseries Repair parts	\$ 347.75	
83091	MISCOWATER	ROEMER SUPPLIES	\$ 490.00	
83092	NED'S OIL SALES INC	PRODUCTION SUPPLIES	\$ 24.71	
83092	NED'S OIL SALES INC	WATER QUALITY SUPPLIES	\$ 27.93	
83093	NEO GOV	SUBSCRIPTION/SOFTWARE MAINT	\$ 7,842.36	
83094	OLDCASTLE INFRASTRUCTURE INC	Meter Box Order 09/14/22	\$ 624.15	
83094	OLDCASTLE INFRASTRUCTURE INC	Meter Box Order 09/14/22	\$ 6,909.10	
83094	OLDCASTLE INFRASTRUCTURE INC	Meter Box Order 09/14/22	\$ 3,828.48	
83095	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	\$ 77.77	
83095	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	\$ 171.60	
83096	PACK N MAIL	CUSTOMER SERVICES-OCT 2022	\$ 188.00	
83097	RIALTO WATER SERVICES	FBR-SEWER SVC	\$ 67.17	
83097	RIALTO WATER SERVICES	WELL #16 WATER SERVICE	\$ 30.42	
83097	RIALTO WATER SERVICES	WATER-HQ	\$ 127.34	
83098	ROBERT D NIEHAUS INC	Construction Water Fee Adequacy	\$ 5,335.00	
83098	ROBERT D NIEHAUS INC	Construction Water Fee Adequacy	\$ 960.00	
83099	ROYAL INDUSTRIAL SOLUTIONS	SHOP SUPPLIES	\$ 466.55	
83100	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	\$ 20.00	
83101	SO CALIFORNIA EDISON	ROEMER-ELECTRICITY	\$ 48,070.73	
83102	SOUTH COAST AQMD	ANNUAL PERMIT FEES	\$ 468.76	
83102	SOUTH COAST AQMD	EMISSIONS FEES	\$ 151.85	
83103	STATE WATER RESOURCES CONTROL BOARD	SITE CLEAN UP PROGRAM	\$ 654.50	
83103	STATE WATER RESOURCES CONTROL BOARD	SITE CLEANUP PROGRAM	\$ 654.50	
83104	STERLING WATER TECHNOLOGIES LLC	Aluminum Chlorohydrate for Roemer	\$ 29,720.60	
83105	THE GAS COMPANY	ROEMER GAS BILL	\$ 16.13	

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EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
83106	THE PUN GROUP LLP	Financial Audit Consultant Services	\$ 20,000.00	
83107	TOTALPLAN BUSINESS INTERIORS INC	'VAULT" TASK STOOL WITH ARMS FOR CS	\$ 819.98	
83108	TROY ALARM INC	district gate Communication system	\$ 3,260.00	
83109	ULINE	JANITORIAL SUPPLIES	\$ 421.91	
83110	YO FIRE	Fire Hydrant Order 10/25/22	\$ 10,855.81	
83110	YO FIRE	Fire Hydrant Order 10/25/22	\$ 10,317.06	
83110	YO FIRE	Fire Hydrant Order 10/25/22	\$ 17,008.34	
83110	YO FIRE	SHOP SUPPLIES	\$ 48.49	
83111	INC., THOMAS RIOS/ESTELLA GROUP	CUSTOMER REFUND	\$ 32.27	
83112	SOTO, CARMEN	CUSTOMER REFUND	\$ 114.80	
83113	MARIO, NAVARRO,	CUSTOMER REFUND	\$ 5.24	
83114	MENDEZ, RAMONA R.	CUSTOMER REFUND	\$ 18.55	
83115	BINGHAM, GAIL/JAMES	CUSTOMER REFUND	\$ 48.51	
83116	L, GONZALEZ, CLAUDIA	CUSTOMER REFUND	\$ 47.05	
83117	LENNAR HOMES	CUSTOMER REFUND	\$ 3.78	
83118	AIRGAS USA LLC	PRODUCTION SUPPLIES	\$ 56.93	
83118	AIRGAS USA LLC	MAINTENANCE SUPPLIES	\$ 413.23	
83118	AIRGAS USA LLC	MAINTENANCE SUPPLIES	\$ 432.96	
83118	AIRGAS USA LLC	MAINTENANCE SUPPLIES	\$ 184.10	
83119	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 74.88	
83119	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 81.27	
83120	CITY OF SAN BERNARDINO	BLF WATER	\$ 46.13	
83121	CLASSIC PROMOTIONS LLC	Public Affairs - Event giveaway items	\$ 2,833.83	
83121	CLASSIC PROMOTIONS LLC	Public affairs - event giveaways	\$ 1,735.29	
83122	CORE & MAIN LP	1" Brass Parts	\$ 26.38	
83122	CORE & MAIN LP	1" Brass Parts	\$ 33.10	
83122	CORE & MAIN LP	1" Brass Parts	\$ 74.13	
83122	CORE & MAIN LP	1" Brass Parts	\$ 46.20	
83122	CORE & MAIN LP	1" Brass Parts	\$ 242.76	
83123	FMB TRUCK OUTFITTERS, INC.	VEHICLE TOOLBOX PARTS	\$ 158.34	
83124	GRAINGER INC	PRODUCTION SUPPLIES	\$ 291.27	
83124	GRAINGER INC	ROEMER SUPPLIES	\$ 348.18	
83125	HARMSCO INC	Filter cartridges for IX systems	\$ 20,846.81	
83125	HARMSCO INC	Filter cartridges for IX systems	\$ 20,846.82	
83126	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 467.87	
83126	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 292.68	
83126	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 63.09	
83126	HOME DEPOT	MAINTENANCE SUPPLIES	\$ 371.05	
83127	IFLOW ENERGY SOLUTIONS INC	4 Kamstrup Meters	\$ 1,548.31	
83127	IFLOW ENERGY SOLUTIONS INC	4 Kamstrup Meters	\$ 1,108.36	
83127	IFLOW ENERGY SOLUTIONS INC	Large Meter Order 07/14/22	\$ 947.16	
83128	INDUSTRIAL METAL SUPPLY CO	MAINTENANCE SUPPLIES	\$ 499.73	
83129	JOHNSON'S HARDWARE INC	PRODUCTION SUPPLIES	\$ 27.99	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 52.78	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 70.03	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 73.25	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 226.19	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 145.49	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 273.81	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 17.37	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 108.08	
83129	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	\$ 7.53	
83130	LES SCHWAB TIRE CENTERS OF CENTRAL CALIFORNI	VEHICLE MAINTENANCE	\$ 135.32	
83131	LOWES	MAINTENANCE SUPPLIES	\$ 473.46	
83132	MIKE ROQUET CONSTRUCTION, INC.	Street Paving Services	\$ 2,208.00	
83132	MIKE ROQUET CONSTRUCTION, INC.	Street Paving Services	\$ 8,325.18	

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT

November 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
83133	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, /HR SERVICES		\$ 436.00	
83133	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, /HR SERVICES		\$ 478.00	
83133	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, /HR SERVICES		\$ 340.00	
83133	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, /HR SERVICES		\$ 457.00	
83134	O'REILLY AUTO PARTS	VEHICLE TOOLBOX PARTS	\$ 18.83	
83135	PG MECHANICAL	Emergency Case Backhoe Repair/NH diagnosis	\$ 715.00	
83135	PG MECHANICAL	BACKHOE MAINTENANCE	\$ 290.00	
83135	PG MECHANICAL	DOT Rquired 90 Day Inspection for Commercial Vehi	\$ 520.00	
83136	QUINN COMPANY	BACKHOE REPAIR PARTS	\$ 41.17	
83137	SCOTT EQUIPMENT INC.	Emergency Repairs Needed to NH Backhoe	\$ 2,211.73	
83138	SHAW HR CONSULTING, INC.	HR SERVICES	\$ 100.00	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 9,597.14	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 120,664.53	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 68,933.36	
83139	SO CALIFORNIA EDISON	19920 COUNTRY CLUB / WELL#17 ELECTRICITY	\$ 9,550.97	
83139	SO CALIFORNIA EDISON	S END SHOP ELECTRICITY	\$ 102.06	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 22,653.43	
83139	SO CALIFORNIA EDISON	19920 COUNTRY CLUB / WELL#17 ELECTRICITY	\$ 443.74	
83139	SO CALIFORNIA EDISON	WELL#6 ELECTRICITY	\$ 545.14	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 10,781.14	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 1,981.50	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 201.86	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 3,141.52	
83139	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	\$ 4,623.75	
83140	THE GAS COMPANY	HQ GAS SERVICES	\$ 34.45	
83141	TYLER TECHNOLOGIES INC	UTILITY BILLING NOTIFICATIONS	\$ 8.20	
83142	UNDERGROUND SERVICE ALERT	Monthly USA Charge	\$ 620.75	
83142	UNDERGROUND SERVICE ALERT	USA NEW TICKETS	\$ 169.42	
83143	YO FIRE	WATER QUALITY SUPPLIES	\$ 283.38	
83143	YO FIRE	WATER QUALITY SUPPLIES	\$ 474.10	
83143	YO FIRE	MAINTENANCE SUPPLIES	\$ 167.01	
83143	YO FIRE	MAINTENANCE SUPPLIES	\$ 170.25	
83144	SOYA, LILIANA	CUSTOMER REFUND	\$ 1,010.25	
83145	MEJIA, DEANNA	CUSTOMER REFUND	\$ 63.26	
83146	GARCIA, EDELMIRA	CUSTOMER REFUND	\$ 25.48	
83147	LENNAR HOMES	CUSTOMER REFUND	\$ 17.13	
83148	LENNAR HOMES	CUSTOMER REFUND	\$ 17.14	
83149	LENNAR HOMES	CUSTOMER REFUND	\$ 17.14	
83150	LENNAR HOMES	CUSTOMER REFUND	\$ 17.14	
83151	LENNAR HOMES	CUSTOMER REFUND	\$ 17.14	
83152	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	\$ 16,240.00	
83152	ALBRIGHT, YEE & SCHMIT, APC	LEGAL FEES	\$ 37,532.50	
83153	ALL PRO ENTERPRISES INC.	Janitorial Services for District	\$ 350.00	
83153	ALL PRO ENTERPRISES INC.	Janitorial Services for District	\$ 3,591.92	
83154	AMAZON.COM SALES INC	WATER QUALITY SUPPLIES	\$ 49.14	
83154	AMAZON.COM SALES INC	SHOP SUPPLIES	\$ 12.92	
83154	AMAZON.COM SALES INC	SHOP SUPPLIES	\$ 246.87	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 267.83	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 471.67	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 16.26	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 102.20	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 201.41	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 28.56	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 41.90	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 8.50	
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 15.69	

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT

November 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
83154	AMAZON.COM SALES INC	OFFICE SUPPLIES	\$ 157.32	
83154	AMAZON.COM SALES INC	VEHICLE MAINTENANCE SUPPLIES	\$ 468.66	
83154	AMAZON.COM SALES INC	VEHICLE MAINTENANCE SUPPLIES	\$ 387.55	
83154	AMAZON.COM SALES INC	OUTREACH PROGRAMS	\$ 91.58	
83155	AT&T	TELEMETRY LINE	\$ 68.96	
83156	AT&T INTERNET	INTERNET SERVICE	\$ 101.65	
83157	CARPENTER ROTHANS & DUMONT LLP	LEGAL FEES	\$ 252.50	
83158	CEMEX INC	Sand & Base Material for backfill	\$ 1,829.15	
83159	CITY OF RIALTO	ENCROACHMENT PERMIT# ENG22-1070	\$ 969.50	
83159	CITY OF RIALTO	ENCROACHMENT PERMIT# ENG22-1071	\$ 969.50	
83159	CITY OF RIALTO	ENCROACHMENT PERMIT# ENG22-1128	\$ 969.50	
83159	CITY OF RIALTO	ENCROACHMENT PERMIT# ENG22-1127	\$ 969.50	
83159	CITY OF RIALTO	ENCROACHMENT PERMIT# ENG22-1120	\$ 969.50	
83159	CITY OF RIALTO	ENCROACHMENT PERMIT# ENG22-1121	\$ 969.50	
83159	CITY OF RIALTO	ENCROACHMENT PERMIT# ENG22-1124	\$ 969.50	
83159	CITY OF RIALTO	ENCROACHMENT PERMIT# ENG22-1125	\$ 969.50	
83160	CONTROL TEMP INC	AC MAINTENANCE	\$ 868.09	
83161	CONVERGEONE, INC	Cisco Secure advantage Perpetual License anyconnect	\$ 106.65	
83161	CONVERGEONE, INC	Cisco Secure advantage Perpetual License anyconnect	\$ 1,174.28	
83162	CORE & MAIN LP	Meter TRPL Wires	\$ 1,700.90	
83163	EVERYTHING PROMO	Conservation items - Shower timers	\$ 1,650.00	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 19.40	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 26.25	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 16.62	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 18.72	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 44.80	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 45.45	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 62.78	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 93.53	
83164	GRAINGER INC	Galv Parts 10/27/22	\$ 123.04	
83164	GRAINGER INC	ROEMER SUPPLIES-RETURNS	\$ (244.69)	
83164	GRAINGER INC	ROEMER SUPPLIES	\$ 244.69	
83165	HOME DEPOT	ROEMER SUPPLIES	\$ 144.95	
83165	HOME DEPOT	ROEMER SUPPLIES-RETURNS	\$ (107.74)	
83165	HOME DEPOT	ROEMER SUPPLIES	\$ 96.96	
83166	INLAND EMPIRE UTILITIES AGENCY	SERVICES 09/01/22-09/30/22	\$ 89,379.19	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 464.00	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 76.40	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 906.79	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 125.00	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 4,042.50	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 14,471.50	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 5,205.50	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 4,735.52	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 125.00	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 9,109.47	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 215.00	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 4,413.00	
83167	IVIE MCNEILL & WYATT A PROFESSIONAL CORPORA	LEGAL FEES	\$ 2,530.69	
83168	JOHNSON'S HARDWARE INC	FBR SUPPLIES	\$ 5.38	
83169	LAW OFFICES OF JULIA SYLVA - A LAW CORPORATIO	LEGAL FEES	\$ 4,026.50	
83169	LAW OFFICES OF JULIA SYLVA - A LAW CORPORATIO	LEGAL FEES	\$ 3,210.00	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 2,012.50	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 2,812.50	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 2,680.00	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 4,117.50	

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT

November 2022

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 3,185.00	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 161.93	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 1,397.50	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 1,853.50	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 22,154.50	
83170	LEAL TREJO ATTORNEYS AT LAW	LEGAL FEES	\$ 26.00	
83171	LEW, KWAI	TURF REPLACEMENT REBATE	\$ 1,395.48	
83172	MAQPOWER COMPRESSORS CORP	FBR SUPPLIES	\$ 620.00	
83172	MAQPOWER COMPRESSORS CORP	ROEMER SUPPLIES	\$ 425.00	
83173	QUINN COMPANY	BACKHOE REPAIR PARTS	\$ 556.20	
83174	SHAW LAW GROUP	LEGAL FEES	\$ 829.50	
83175	TALOYA LAW GROUP APC	LEGAL FEES	\$ 27,804.50	
83176	TESCO CONTROLS INC	PRODUCTION SUPPLIES	\$ 475.00	
83177	USA BLUEBOOK	WATER QUALITY SUPPLIES	\$ 391.69	
83177	USA BLUEBOOK	ROEMER SUPPLIES	\$ 441.82	
83177	USA BLUEBOOK	ARSENIC CHEMICALS	\$ 189.63	
83177	USA BLUEBOOK	ROEMER SUPPLIES	\$ 526.59	
83178	VERIZON WIRELESS PHONES	CONTRACTS/LICENSES	\$ 679.98	
83179	YO FIRE	MAINTENANCE SUPPLIES	\$ 75.43	
83179	YO FIRE	MAINTENANCE SUPPLIES	\$ 150.85	
83179	YO FIRE	MAINTENANCE SUPPLIES	\$ 274.76	
			SUBTOTALS \$	1,184,818.93 \$
			GRAND TOTAL	\$ 1,232,417.92

Exhibit B

**WEST VALLEY WATER DISTRICT
PAYROLL GROSS WAGES
FISCAL YEAR 2022 - 2023**

Report Month	Description	From	To	Gross Wages Paid
July 2022	Monthly Pay Period #7	06/01/22	06/30/22	7,113.22
July 2022	Pay Period #14	06/24/22	07/08/22	322,603.34
July 2022	Pay Period #15	07/08/22	07/22/22	295,540.63
Total for July 2022				625,257.19
August 2022	Monthly Pay Period #8	07/01/22	07/31/22	7,113.22
August 2022	Pay Period #16	07/22/22	08/05/22	302,888.25
August 2022	Pay Period #17	08/05/22	08/19/22	291,827.03
Total for August 2022				601,828.50
September 2022	Monthly Pay Period #9	08/01/22	08/30/22	7,487.60
September 2022	Pay Period #18	08/19/22	09/02/22	295,994.15
September 2022	Pay Period #19	09/02/22	09/16/22	281,560.23
Total for September 2022				585,041.98
October 2022	Monthly Pay Period #10	09/01/22	09/30/22	8,236.36
October 2022	Pay Period #20	09/16/22	09/30/22	290,932.18
October 2022	Pay Period #21	09/30/22	10/14/22	283,102.95
Total for October 2022				582,271.49
November 2022	Monthly Pay Period #11	10/01/22	10/31/22	9,621.58
November 2022	Pay Period #22	10/14/22	10/28/22	274,535.56
November 2022	Manual Checks			
November 2022	Pay Period #23	10/28/22	11/11/22	359,504.87
Total for November 2022				643,662.01

**WEST VALLEY WATER DISTRICT
EFT AND PAYROLL ITEMS
NOVEMBER 2022**

Date	Item	Check No. or EFT	Amount
11/03/22	Pay Period #22	8877	153.74
11/03/22	Monthly Pay Period #11	none	0.00
11/17/22	Pay Period #23	8878-8879	1,393.90
	Total Checks		<u>1,547.64</u>
11/03/22	Pay Period #22 Direct Deposits	EFT	184,547.46
11/03/22	Federal Tax Withheld Social Security & Medicare	EFT	66,736.55
11/03/22	State Tax Withheld and State Disability Insurance	EFT	14,500.80
11/03/22	Lincoln Deferred Compensation Withheld	EFT	14,195.14
11/03/22	Lincoln - Employer Match Benefit	EFT	3,450.00
11/03/22	Nationwide Deferred Compensation Withheld	EFT	2,692.00
11/03/22	Nationwide - Employer Match Benefit	EFT	625.00
11/03/22	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	27,958.75
11/03/22	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	15,453.59
11/03/22	California State Disbursement / EDD	EFT	1,050.46
11/03/22	Monthly Pay Period #11 Direct Deposits	EFT	8,481.52
11/03/22	Federal Tax Withheld Social Security & Medicare	EFT	1,793.26
11/03/22	State Tax Withheld and State Disability Insurance	EFT	106.56
11/17/22	Pay Period #23 Direct Deposits	EFT	236,328.07
11/17/22	Federal Tax Withheld Social Security & Medicare	EFT	91,256.27
11/17/22	State Tax Withheld and State Disability Insurance	EFT	21,911.79
11/17/22	Lincoln Deferred Compensation Withheld	EFT	18,049.25
11/17/22	Lincoln - Employer Match Benefit	EFT	3,450.00
11/17/22	Nationwide Deferred Compensation Withheld	EFT	2,692.00
11/17/22	Nationwide - Employer Match Benefit	EFT	625.00
11/17/22	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	29,969.12
11/17/22	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	16,131.25
11/17/22	California State Disbursement / EDD	EFT	1,050.46
11/08/22	CalPERS Late Reporting Fee	EFT	200.00
11/16/22	EDD Unemployment Benefit Charge	EFT	4,145.00
	Total EFT		<u>767,399.30</u>
	Grand Total Payroll Cash		<u>768,946.94</u>



**BOARD OF DIRECTORS
FINANCE COMMITTEE
STAFF REPORT**

DATE: December 21, 2022
TO: Finance Committee
FROM: Van Jew, Acting General Manager
SUBJECT: TRANSFER FUNDS REQUEST FROM GENERAL CHECKING TO
 WVWD INVESTMENT ACCOUNT

BACKGROUND:

At the August 20, 2020, Board of Directors meeting, the WVWD Board of Directors approved and authorized the Chief Financial Officer (CFO) to transfer funds in/out of the District's Chase account to/from the District's investment accounts to take advantage of potential interest earnings. At this meeting, the WVWD Board also requested that the CFO provide a detailed report of all transfers every month and include this report in the monthly financial reports presented to the Board.

Per Section 5 Delegation of Authority of the District's investment policy, authority to manage the District's investment program is derived from California Government Code, Section 53607. Management responsibility for the investment program is hereby delegated to the General Manager and CFO, who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials, and their procedures in their absence.

DISCUSSION:

Based on the District's investment policy, "Securities placed in a collateral pool must provide coverage for at least 100 percent of all deposits placed in that institution." As of December 15, 2022, the District maintained balances within the FDIC limit of \$250,000 for each bank account, except for the Chase General Governmental Checking account. The Chase General Governmental Checking account typically holds funds of at least \$700 thousand for operational purposes. In November, the District collected over \$2 million in capacity charges, development fees, and property tax revenue. In an effort to reduce the excess funds in the general checking account, District staff would like to transfer the excess funds of \$2 million to the US Bank Investment account.

Request to transfer excess funds to US Bank Investment Account managed by Chandler Asset Management, investing in longer-term (3-5 Years) US Treasuries (4.00 – 4.50%) and US Corporates Rated "A" or higher (4.50 – 5.50%) with a longer maturity date. Fees: 0.08% (8 basis points). **Yields are subject to change. **Chandler Asset Management is the District's investment advisor.*

FISCAL IMPACT:

Potential interest revenue, depending on where the funds are placed.

STAFF RECOMMENDATION:

Forward a recommendation to the Board of Directors to approve the transfer of \$2 million from the District's general checking account to the District's US Bank investment account managed by Chandler Asset Management to earn potential interest.

Respectfully Submitted,



Van Jew, Acting General Manager

VJ;jv



**BOARD OF DIRECTORS
FINANCE COMMITTEE
STAFF REPORT**

DATE: December 21, 2022
TO: Finance Committee
FROM: Van Jew, Acting General Manager
SUBJECT: RESOLUTION NO. 2022-32: CONFLICT OF INTEREST CODE

BACKGROUND:

The West Valley Water District, (“District”), is required by the Political Reform Act to review its Conflict of Interest Code, (“COIC”), biennially and notify the Fair Political Practices Commission, (“FPPC”), whether the agency’s code needs to be amended.

The COIC provides information to the public about an official’s personal financial interests to ensure that officials are making decisions in the best interest of the public. It also serves as a reminder to the public of potential conflicts of interest so the official can abstain from making or participating in governmental decisions that may be deemed as conflicts of interests.

DISCUSSION:

The District’s current COIC was most recently amended via Resolution No. 2018-36. It contains Designated Position titles that are no longer in use and therefore, it requires an update. A redline version of the COIC is attached as **Exhibit A**, a clean copy of the updated version is attached as **Exhibit B**, and Resolution No. 2022-32 Conflict of Interest Code is attached as **Exhibit C**.

FISCAL IMPACT:

There is no fiscal impact to this item.

STAFF RECOMMENDATION:

Forward a recommendation to the Board of Directors to adopt Resolution No. 2022-32 – Conflict of Interest Code.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:js

ATTACHMENT(S):

1. Exhibit A - Conflict of Interest Code Redlines
2. Exhibit B - Conflict of Interest Code Updated
3. Exhibit C - Resolution 2022-32 Conflict of Interest Code

Exhibit A

Conflict of Interest Code Redlines

CONFLICT OF INTEREST CODE WEST VALLEY WATER DISTRICT

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission adopted a regulation (2 Cal. Code of Regs. § 18730) containing the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code.

After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to its duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the ~~conflict of interest code~~ Conflict of Interest Code of the **West Valley Water District** (“**District**”).

Individuals holding designated positions shall file their statements of economic interests with the **District's** ~~Secretary to the~~ Board Secretary as the Filing Officer, which will make the statements available for public inspection and reproduction (Govt. Code Section 81008). The ~~Secretary of the~~ Board Secretary shall retain original statements of the Board of Directors, General Manager, and all other designated employees on behalf of the District.

**CONFLICT OF INTEREST CODE
~~FOR THE~~ WEST VALLEY WATER DISTRICT**

**APPENDIX A
DESIGNATED POSITIONS**

Designated Positions	Disclosure Categories
Assistant General Manager	1, 2, 4
Superintendent	1, 2, 4
Chief Treatment Plant Operator	1, 2, 4
Legal Counsel*	1, 2, 4
Director of IT and Finance	1, 2, 4
<u>Director of Engineering</u>	<u>1, 2, 4</u>
<u>Director of General Services</u>	<u>1, 2, 4</u>
<u>Director of Operations</u>	<u>1, 2, 4</u>
<u>Government and Legislative Affairs Manager</u>	<u>1, 2, 4</u>
HR-Human Resources & Risk Management Manager	<u>1, 2, 4</u>
<u>Board Secretary</u>	<u>3</u>
Business Systems Manager	3
Engineering Services Manager	3
Accounting Supervisor	3
Public Affairs Manager	3
Operations Manager	3
Accounting Supervisor	3
<u>Chief Water System Operator</u>	<u>3</u>
<u>Customer Service Supervisor</u>	<u>3</u>
Purchasing Supervisor	3
<u>Senior Engineer</u>	<u>3</u>
<u>Supervising Water System Operator</u>	<u>3</u>
Meter Service Supervisor	3
Maintenance Supervisor	3
Water Resources Manager	3
Water Quality Supervisor	3
Production Supervisor	3
Customer Service Supervisor	3
IT Administrator	3
Engineer*	3

Consultants/New Positions

**

*The positions of Legal Counsel ~~and Engineer are is~~ filled by an outside consultants, but acts in staff capacity.

**The General Manager may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and

thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's or new position's duties and, based on that description, a statement of the extent of the disclosure requirements. The General Manger's determination is a public record and shall be retained for public inspection in the same manner and location as this ~~conflict of interest code~~Conflict of Interest Code. (Gov. Code Sec. 81008.)

Officials Who Manage Public Investments

The following positions are NOT covered by the code because they must file under Gov. Code Sec. 87200 and, therefore, are listed for informational purposes only:

Members of the Board of Directors
 General Manager
~~Finance Director~~
 Chief Financial Officer
Director of Finance

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Gov. Code Sec. 87200.

APPENDIX B DISCLOSURE CATEGORIES

CATEGORY 1

Designated positions required to disclose economic interests under Category I shall report investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) from, any source of the type to provide services, supplies, materials, products, or equipment to the District.

CATEGORY 2

Designated positions required to disclose economic interests under Category 2 shall report interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the District as well as investments and business positions in business entities, and income, including receipt of gifts, loans, and travel payments, from sources, that provide real estate services (e.g., consulting, appraisal, development, construction) of the type used by the District.

CATEGORY 3

Designated positions required to disclose economic interests under Category 3 shall report all investments, business positions, and sources of income (including receipt of gifts, loans, and travel payments) from, entities of the type to provide goods or services of the type purchased or leased by the designated position's division/department.

CATEGORY 4

Designated positions required to disclose economic interests under Category 4 shall report investments and business positions in business entities, and sources of income (including receipt of gifts, loans, and travel payments) from, entities that have filed a claim, or have a claim pending against the District.

Exhibit B

Conflict of Interest Code Updated

CONFLICT OF INTEREST CODE WEST VALLEY WATER DISTRICT

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission adopted a regulation (2 Cal. Code of Regs. § 18730) containing the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code.

After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to its duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the **West Valley Water District ("District")**.

Individuals holding designated positions shall file their statements of economic interests with the **District's** Board Secretary as the Filing Officer, which will make the statements available for public inspection and reproduction (Govt. Code Section 81008). The Board Secretary shall retain original statements of the Board of Directors, General Manager, and all other designated employees on behalf of the District.

CONFLICT OF INTEREST CODE WEST VALLEY WATER DISTRICT

APPENDIX A DESIGNATED POSITIONS

Designated Positions	Disclosure Categories
Assistant General Manager	1, 2, 4
Legal Counsel*	1, 2, 4
Director of Engineering	1, 2, 4
Director of General Services	1, 2, 4
Director of Operations	1, 2, 4
Government and Legislative Affairs Manager	1, 2, 4
Human Resources & Risk Manager	1, 2, 4
Board Secretary	3
Business Systems Manager	3
Chief Water System Operator	3
Customer Service Supervisor	3
Purchasing Supervisor	3
Senior Engineer	3
Supervising Water System Operator	3
Consultants/New Positions	**

*The position of Legal Counsel is filled by an outside consultant, but acts in staff capacity.

**The General Manager may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based on that description, a statement of the extent of the disclosure requirements. The General Manger’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

Officials Who Manage Public Investments

The following positions are NOT covered by the code because they must file under Gov. Code Sec. 87200 and, therefore, are listed for informational purposes only:

- Members of the Board of Directors
- General Manager
- Chief Financial Officer
- Director of Finance

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Gov. Code Sec. 87200.

APPENDIX B DISCLOSURE CATEGORIES

CATEGORY 1

Designated positions required to disclose economic interests under Category I shall report investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) from, any source of the type to provide services, supplies, materials, products, or equipment to the District.

CATEGORY 2

Designated positions required to disclose economic interests under Category 2 shall report interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the District as well as investments and business positions in business entities, and income, including receipt of gifts, loans, and travel payments, from sources, that provide real estate services (e.g., consulting, appraisal, development, construction) of the type used by the District.

CATEGORY 3

Designated positions required to disclose economic interests under Category 3 shall report all investments, business positions, and sources of income (including receipt of gifts, loans, and travel payments) from, entities of the type to provide goods or services of the type purchased or leased by the designated position's division/department.

CATEGORY 4

Designated positions required to disclose economic interests under Category 4 shall report investments and business positions in business entities, and sources of income (including receipt of gifts, loans, and travel payments) from, entities that have filed a claim, or have a claim pending against the District.

Exhibit C

Resolution No. 2022-32 Conflict of Interest Code

**RESOLUTION NO. 2022-32
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE WEST VALLEY WATER DISTRICT
APPROVING THE CONFLICT OF INTEREST CODE**

WHEREAS, the ratepayers of West Valley Water District (District) are entitled to have fair, ethical and accountable local government which has earned the public's full confidence; and

WHEREAS, in keeping with the District's commitment to excellence, all public officials, both elected and appointed, must comply with both the letter and spirit of the laws and policies affecting the operation of government; and

WHEREAS, all public officials, both elected and appointed, are required to be impartial and fair in their judgement and actions and ensure that public office is used for the public good; and

WHEREAS, the District has determined that the adoption of a Conflict of Interest Code for the members of the Board of Directors ("Board"), and individuals holding designated positions will assist in achieving these ends

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The attached policy developed by District Staff and attached to this Resolution as Exhibit A is hereby adopted as the Conflict of Interest Code for the West Valley Water District Board and individuals holding designated positions.

SECTION 2. All other previous enactments providing for the Conflict of Interest Code have been superseded by this resolution and may be amended from time to time by a duly adopted resolution of the Board.

ADOPTED, SIGNED AND APPROVED THIS 12th DAY OF JANUARY, 2023 BY THE FOLLOWING VOTE.

AYES: DIRECTORS:
NOES: DIRECTORS:
ABSENT: DIRECTORS:
ABSTAIN: DIRECTORS:

(Pending 12/15/22 Reorganization)
President of the Board of Directors
West Valley Water District

Elvia Dominguez
Board Secretary



**BOARD OF DIRECTORS
FINANCE COMMITTEE
STAFF REPORT**

DATE: December 21, 2022
TO: Finance Committee
FROM: Van Jew, Acting General Manager
SUBJECT: STATUS UPDATE ON COMPREHENSIVE FINANCIAL PLAN AND RATE STRUCTURE STUDY

Overview

A number of years have passed since the District last completed a financial plan and cost of service rate study. The objective of this study is to examine current practices and build upon them to develop a sustainable financial plan and cost-based rates necessary to meet the District's operation and maintenance (O&M) needs and capital improvement requirements to successfully operate in a fiscally responsible manner. The study will develop cost-based rates that will adequately reflect the costs of system renewal, replacement, regulatory requirements, and the importance of mitigating risk through appropriate financial performance metrics. Incorporating full cost recovery through rates promotes financial sustainability and equitable rates for current and future water system users.

On November 16, 2022, the District issued a Request For Proposal (RFP) for the long-range financial plan and water rates structure study. The proposal submission date was Thursday, December 8, 2022, at 5 PM. The RFP was posted on the Planet Bids platform where interested consulting firms are informed of the proposal opportunity. Additionally, known consulting firms were separately notified by email that an RFP had been placed on the Planet Bids platform. There was a total of nine consulting firms that downloaded the RFP from the Planet Bids platform.

On November 29, 2022, the District received a request for additional information on the RFP from NBS, a consulting firm, who ended up being one of the four respondents submitting a proposal. There were seven clarifying questions where additional information was sought. The questions were reviewed, and responses were developed. On November 29, 2022, the seven questions and District responses were posted on the Planet Bids platform for all interested proposers to review. Planet Bids has the functionality that notifies interested parties of any updates to the initial RFP.

On December 8, 2022, at 5 PM, Purchasing downloaded four proposals from the Planet Bids platform that had been submitted prior to the filing deadline. The four proposers are: 1) NBS, RDN, NewGen Strategies, and Raftelis. The proposals were validated by Purchasing to ensure that they conform to the RFP requirements and the respondents were qualified for their submission to be evaluated. All four responding consulting firms were determined to be qualified to be evaluated. Currently, the proposals are being evaluated and scored.

Evaluation Process

The evaluation team consists of the Chief Financial Officer, Director of Finance, Purchasing Supervisor, and Accountant. The evaluation includes a technical review, timeline assessment, reference checks, consultant interview, and costing of the proposal. A total of 100 maximum points can be awarded.

- **Technical Review:** Each team member independently reviews all four proposals and scores them based upon technical expertise to successfully complete the project. Technical expertise includes such items as years of similar experience, assigned staffs' relevant experience, consultant understanding of what is expected on the project, depth of knowledge, and ability to meet all requirements of the RFP. There are a total of 40 points that can be earned.
- **Reference Checks:** Each team member is assigned one consulting firm to perform three reference checks of recently completed similar projects of other agencies. Each reference check consists of six questions. Each question can be scored from 1 to 4 points, with the higher cumulative points received resulting in a higher score. The reference checks are also encouraged to provide any additional insights relative to an agency's experience with the consulting firm in successfully completing their assignment. A total of 20 points can be earned.
- **Interviews:** Zoom Interviews will be conducted on December 19th for each of the four consulting firms. The District's evaluation team will participate in the interview process. Each interview will consist of an introduction, project scope, four questions, and a closing statement. A total of 10 points can be earned in this section.
- **Timeline:** The established project timeline in the RFP is compared to each of the consultants' proposed timelines to ensure that the stated objective of implementation in the new fiscal year commencing on July 1, 2023, can be achieved. Any differences that exist are to be vetted to determine the rationale for any deviations. A maximum of 10 points can be earned.
- **Proposal Fee:** The proposal pricing is the final evaluation element. The proposals are reviewed to determine if all requested steps of the scope of work have been addressed and have been calculated in the fee schedule. Those areas where there is a clarification or deficiency will be vetted with the consultant during the interview process. The scoring in this area can earn a total of 20 points.

Next Steps

- The evaluation process to be finalized during the week commencing December 19th.
- The results of the evaluation and staff recommendation is to be submitted to the Finance Committee. The projected timeline is the week commencing January 9, 2023. The exact date needs confirmation from the Finance Committee on their availability.
- The final staff report to be issued for the full Board at the second meeting in January 2023. The second meeting date has yet to be finalized as either January 19th or January 26th.
- All respondents will be notified of the final selection the day following the Board's approval.

- The expected start date will be either the last week in January 2023 or first week in February 2023, depending on the Board Meeting date for the second meeting in January.

Fiscal Impact:

There is none at this time.

Staff Recommendation:

This item is for information only.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager