



**AGENDA
SPECIAL MEETING OF THE
INLAND EMPIRE UTILITIES AGENCY*
BOARD OF DIRECTORS**

**WEDNESDAY, DECEMBER 8, 2021
9:30 A.M.**

**VIEW THE MEETING LIVE ONLINE AT IEUA.ORG
TELEPHONE ACCESS: (415) 856-9169 / Conf Code: 811 284 110#**

PURSUANT TO AB361 AND RESOLUTION NO. 2021-11-1, ADOPTED BY THE IEUA BOARD OF DIRECTORS ON NOVEMBER 17, 2021, IEUA BOARD AND COMMITTEE MEETINGS WILL CONTINUE TO BE CONDUCTED THROUGH TELECONFERENCE IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19. THERE WILL BE NO PUBLIC LOCATION AVAILABLE FOR ATTENDING THE MEETING IN PERSON.

The public may participate and provide public comment during the meeting by dialing into the number provided above. Comments may also be submitted by email to the Board Secretary/Office Manager Denise Garzaro at dgarzaro@ieua.org prior to the completion of the Public Comment section of the meeting. Comments will be distributed to the Board of Directors.

CALL TO ORDER OF THE INLAND EMPIRE UTILITIES AGENCY BOARD OF DIRECTORS MEETING

FLAG SALUTE

PUBLIC COMMENT

Members of the public may address the Board on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Those persons wishing to address the Board on any matter, whether or not it appears on the agenda, are requested to email the Board Secretary/Office Manager prior to the public comment section or request to address the Board during the public comments section of the meeting. Comments will be limited to three minutes per speaker. Thank you.

ADDITIONS TO THE AGENDA

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.

*A Municipal Water District

NEW, PROMOTED AND RECLASSIFIED EMPLOYEE INTRODUCTIONS

1. CONSENT ITEMS

NOTICE: All matters listed under the Consent Calendar are considered to be routine and non-controversial and will be acted upon by the Board by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes unless any Board members, staff or the public requests specific items be discussed and/or removed from the Consent Calendar for separate action.

A. MINUTES

Approve minutes of the November 3, 2021 and November 17, 2021 Board Meetings.

B. REPORT ON GENERAL DISBURSEMENTS

Staff recommends that the Board approve the total disbursements for the month of October 2021 in the amount of \$21,147,707.10.

C. INTERNAL AUDIT DEPARTMENT CHARTER AND AUDIT COMMITTEE CHARTER (*Audit*)

Staff recommends that the Committee/Board:

1. Approve the Audit Committee Charter and the Internal Audit Department Charter; and
2. Direct staff to implement the charters.

D. ADOPTION OF RESOLUTION NO. 2021-12-1, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE

Staff recommends that the Board adopt Resolution No. 2021-12-1, making certain findings and determinations regarding special rules for conducting meetings through teleconference.

E. ADOPTION OF RESOLUTION NOS. 2021-12-2 AND 2021-12-3 FOR THE CARBON CANYON WATER RECYCLING FACILITY ASSET MANAGEMENT AND IMPROVEMENTS PROJECT STATE REVOLVING FUND APPLICATION

Staff recommends that the Board:

1. Adopt Resolution No. 2021-12-2, authorizing the General Manager or his designee to sign and file the Clean Water State Revolving Fund loan applications with the SWRCB for construction of the subject project; and
2. Adopt Resolution No. 2021-12-3, establishing IEUA's intention to pay for and be reimbursed for expenditures related to the construction of the subject project.

F. ELECTRO-CHEMICAL DEVICES CHLORINE ANALYZERS STANDARDIZATION

Staff recommends that the Board:

1. Adopt a finding pursuant to Public Contract Code 3400(c) that the use of Electro-Chemical Devices (ECD) Chlorine Analyzers, specifically conditions; (2) to match existing product that is used across all treatment plants at IEUA; and (3) the chlorine analyzers are only available from the ECD; and
2. Authorize the standardization selection and sole source procurement for future O&M and capital projects.

G. SOLE SOURCE PURCHASE OF RP-1 AND RP-2 DISTRIBUTED CONTROL SYSTEM UPGRADES

Staff recommends that the Board:

1. Approve the sole source purchase for Foxboro DCS Upgrade equipment and services with Schneider Electric for a not-to-exceed amount of \$375,000; and
2. Authorize the General Manager to complete the sole source procurement.

H. SCADA ENTERPRISE SYSTEM CONSULTING ENGINEERING SERVICES CONTRACT AMENDMENT

Staff recommends that the Board:

1. Approve a contract amendment for the SCADA Enterprise System, Project No. EN13016, to Eramosa International Inc., for a not-to-exceed amount of \$119,300, increasing the contract from \$1,580,699.81 to \$1,699,999.81 (7% increase); and
2. Authorize the General Manager to execute the contract amendment subject to non-substantive changes.

I. RP-5 HEADQUARTERS EMERGENCY GENERATOR LOAD BANK

Staff recommends that the Board:

1. Award a construction contract for the Regional Recycling Plant No. 5 (RP-5) Headquarters Emergency Generator Load Bank, Project No. EN22033, to Ferreira Construction, in the amount of \$108,035; and
2. Authorize the General Manager to execute the construction contract, subject to non-substantive changes.

J. CHINO BASIN PROGRAM FEASIBILITY STUDY CONTRACT AMENDMENT

Staff recommends that the Board:

1. Approve a contract amendment with West Yost, Contract No. 4600002991, for the Chino Basin Program Feasibility Work in the amount of \$54,870, increasing the contract from \$246,640 to a not-to-exceed amount of \$301,510; and
2. Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

2. ACTION ITEMS

A. CHINO BASIN PROGRAM PROFESSIONAL CONSULTING SERVICE CONTRACT AMENDMENT

Staff recommends that the Board:

1. Award a professional consulting services contract amendment to GEI Consultants, Inc. in the amount of \$1,330,000 for a total not-to-exceed contract amount of \$3,283,680; and
2. Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

B. IEUA FISCAL YEAR (FY) 2020/21 AUDITED ANNUAL COMPREHENSIVE FINANCIAL REPORT (Audit)

Staff recommends that the Board:

1. Approve the Annual Comprehensive Financial Report for fiscal year ended June 30, 2021;
2. Direct staff to distribute the report as appropriate, to the various federal, state, and local agencies, financial institutions, bond rating agencies, and other interested parties; and
3. Approve inter-fund loan of up to \$2,000,000 from the Recycled Water Fund to support the Recharge Master Plan Update execution while completing State Revolving Fund loan agreements.

C. ADOPTION OF RESOLUTION NO. 2021-12-5 RECOGNIZING THE STATE AND REGIONAL DROUGHT EMERGENCY AND ACTIVATING THE AGENCY'S WATER SHORTAGE CONTINGENCY PLAN AT LEVEL 2

Staff recommends that the Board:

1. Adopt Resolution No. 2021-12-5, recognizing the state and regional drought emergency; and
2. Activating the Agency's Water Shortage Contingency Plan at Level 2.

D. ELECTION OF OFFICERS

Staff recommends that the Board elect, by majority vote, a President, Vice President, and Secretary/Treasurer of the Inland Empire Utilities Agency Board of Directors for a one-year term beginning January 1, 2022.

E. APPOINTMENT OF A DIRECTOR TO THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

Staff recommends that the Board review and consider its appointment of a Director to serve on the Metropolitan Water District of Southern California Board.

F. ADOPTION OF RESOLUTION NO. 2021-12-4, APPOINTING AGENCY REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO THE SAWPA COMMISSION

Staff recommends that the Board adopt, by majority vote, Resolution No. 2021-12-4, appointing the Agency representative and alternate representative to the Santa Ana Watershed Project Authority (SAWPA) Commission.

G. APPOINTMENT OF A REPRESENTATIVE AND ALTERNATE REPRESENTATIVE FOR SAWPA PROJECT AGREEMENT (PA) 23 AND PROJECT AGREEMENT 24

Staff recommends that the Board appoint a representative and alternate representative for the SAWPA PA 23, and for the SAWPA PA 24.

3. INFORMATION ITEMS

A. REDISTRICTING MARKETING UPDATE (ORAL)

B. 2022 LEGISLATIVE POLICY PRINCIPLES (WRITTEN)

C. RECYCLED WATER GROUNDWATER RECHARGE UPDATE (POWERPOINT)

D. FISCAL YEAR 2021/22 FIRST QUARTER BUDGET VARIANCE, PERFORMANCE GOAL UPDATES, AND BUDGET TRANSFERS (WRITTEN/POWERPOINT)

E. RP-5 SOLIDS HANDLING FACILITY FUTURE USES EVALUATION UPDATE (POWERPOINT)

F. ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATES (POWERPOINT)

RECEIVE AND FILE INFORMATION ITEMS

G. STATE LEGISLATIVE REPORT AND MATRIX FROM WEST COAST ADVISORS (WRITTEN)

H. FEDERAL LEGISLATIVE REPORT AND MATRIX FROM INNOVATIVE FEDERAL STRATEGIES (WRITTEN)

- I. PUBLIC OUTREACH AND COMMUNICATION (WRITTEN)
- J. RP-5 EXPANSION PROJECT UPDATE: DECEMBER 2021 (POWERPOINT)
- K. TREASURER'S REPORT OF FINANCIAL AFFAIRS (WRITTEN/ POWERPOINT)
- L. INTERNAL AUDIT DEPARTMENT QUARTERLY STATUS REPORT FOR DECEMBER 2021 (WRITTEN) *(Audit)*
- M. ACCOUNTS PAYABLE OPERATIONAL AND INTERNAL CONTROL AUDIT REPORT – REVIEW OF PROCURE TO PAY PROCESSES FOR CHEMICALS (WRITTEN/POWERPOINT) *(Audit)*

4. AGENCY REPRESENTATIVES' REPORTS

- A. SANTA ANA WATERSHED PROJECT AUTHORITY REPORT (WRITTEN)
December 7, 2021 SAWPA Commission meeting
- B. METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA REPORT (WRITTEN)
November 23, 2021 Special MWD Board meeting
- C. REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT
The next Regional Sewerage Program Policy Committee meeting is January 6, 2022
- D. CHINO BASIN WATERMASTER REPORT (WRITTEN)
November 18, 2021 Chino Basin Watermaster Board meeting
- E. CHINO BASIN DESALTER AUTHORITY REPORT (WRITTEN)
December 2, 2021 CDA Special Board meeting
- F. INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY REPORT
The next IERCA Board meeting is February 7, 2022

5. GENERAL MANAGER'S REPORT (WRITTEN)

6. BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS

7. DIRECTORS' COMMENTS

A. CONFERENCE REPORTS

This is the time and place for the Members of the Board to report on prescheduled Committee/District Representative Assignment meetings, which were held since the last regular Board meeting, and/or any other items of interest.

8. CLOSED SESSION

A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)(e)1 **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

One Case

ADJOURN

Declaration of Posting

I, Denise Garzaro, CMC, Board Secretary/Office Manager of the Inland Empire Utilities Agency*, a Municipal Water District, hereby certify that, per Government Code Section 54954.2, a copy of this agenda has been posted at the Agency's main office, 6075 Kimball Avenue, Building A, Chino, CA and on the Agency's website at www.ieua.org at least seventy-two (72) hours prior to the meeting date and time above.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary at (909) 993-1736 or dgarzaro@ieua.org, 48 hours prior to the scheduled meeting so that IEUA can make reasonable arrangements to ensure accessibility.

**CONSENT
CALENDAR
ITEM**

1A



**MINUTES
REGULAR WORKSHOP/MEETING OF THE
INLAND EMPIRE UTILITIES AGENCY
BOARD OF DIRECTORS**

**WEDNESDAY, NOVEMBER 3, 2021
10:00 A.M.**

DIRECTORS PRESENT:

Steven J. Elie, Secretary/Treasurer

DIRECTORS PRESENT via Video/Teleconference:

Jasmin A. Hall, President
Michael Camacho, Vice President
Paul Hofer, Director

DIRECTOR ABSENT:

Marco Tule, Director

STAFF PRESENT:

Shivaji Deshmukh, General Manager
Christiana Daisy, Deputy General Manager
Denise Garzaro, Board Secretary/Office Manager
Daniel Solorzano, Network Administrator

STAFF PRESENT via Video/Teleconference:

Kathy Besser, Executive Manager of External & Government Affairs/AGM
Javier Chagoyen-Lazaro, Acting Executive Manager of Finance & Administration/AGM
Christina Valencia, Executive Manager of Finance & Administration/AGM
Jerry Burke, Manager of Engineering & Construction Management
Andrea Carruthers, Manager of External Affairs
Jennifer Hy-Luk, Acting Executive Assistant
Nolan King, Network Administrator
Cathleen Pieroni, Manager of Inter-Agency Relations
Jesse Pompa, Manager of Grants
Sushmitha Reddy, Manager of Laboratories
Jeanina Romero, Executive Assistant
Teresa Velarde, Manager of Internal Audit

OTHERS PRESENT:

Jean Cihigoyenette, JC Law Firm

OTHERS PRESENT via Video/Teleconference:

Chris Chaffee, Redistricting Partners

A meeting of the Board of Directors of the Inland Empire Utilities Agency* was held at the office of the Agency, 6075 Kimball Avenue, Building A, Chino, California and via video/teleconference on the above date.

President Hall called the meeting to order at 10:00 a.m. Assistant Engineer Karen Ferrer led the Pledge of Allegiance. Board Secretary Denise Garzaro took roll call and established a quorum.

PUBLIC COMMENT

There were no public comments.

ADDITIONS TO THE AGENDA

There were no changes/additions/deletions to the agenda.

1. ACTION ITEM

A. ADOPTION OF RESOLUTION NO. 2021-11-6, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE

General Manager Shivaji Deshmukh stated that on October 6, 2021, the Board adopted Resolution No. 2021-10-1 making the necessary findings and determinations to conduct meetings via teleconference. Under AB361, a legislative body must make these findings every 30 days to continue the use of teleconferencing.

MOVED BY DIRECTOR CAMACHO, SECONDED BY DIRECTOR HOFER, THE BOARD ADOPTED RESOLUTION NO. 2021-11-6, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE, BY THE FOLLOWING VOTE:

Ayes: Camacho, Elie, Hall, Hofer

Noes: None

Absent: Tule

2. WORKSHOP

A. AGENCY REDISTRICTING

Executive Manager of External & Government Affairs/AGM Kathy Besser provided the staff presentation. Senior Manager of Engagement Chris Chaffee of Redistricting Partners provided information regarding the prison population and other factors to consider in the redistricting process.

INFORMATION ITEM ONLY; NO ACTION TAKEN

3. GENERAL MANAGER'S COMMENTS

There were no General Manager comments.

4. **BOARD OF DIRECTORS REQUESTED FUTURE AGENDA ITEMS**

There were no future requested agenda items from the Board of Directors.

5. **DIRECTORS' COMMENTS**

Director Hofer stated that he appreciates staff members leading the flag salute at the Board meetings.

ADJOURNMENT

With no further business, President Hall adjourned the meeting at 10:34 a.m.

Steven J. Elie, Secretary/Treasurer

APPROVED: DECEMBER 8, 2021



**MINUTES
REGULAR MEETING OF THE
INLAND EMPIRE UTILITIES AGENCY
BOARD OF DIRECTORS**

**WEDNESDAY, NOVEMBER 17, 2021
10:00 A.M.**

DIRECTORS PRESENT:

Jasmin A. Hall, President

DIRECTORS PRESENT via Video/Teleconference:

Michael Camacho, Vice President
Steven J. Elie, Secretary/Treasurer
Paul Hofer, Director
Marco Tule, Director

STAFF PRESENT:

Shivaji Deshmukh, P.E., General Manager
Christiana Daisy, Deputy General Manager
Denise Garzaro, Board Secretary/Office Manager
Daniel Solorzano, Network Administrator

STAFF PRESENT via Video/Teleconference:

Kathy Besser, Executive Manager of External & Government Affairs/AGM
Javier Chagoyen-Lazaro, Acting Executive Manager of Finance & Administration/AGM
Randy Lee, Executive Manager of Operations/AGM
Christina Valencia, Executive Manager of Finance & Administration/AGM
Adham Almasri, Principal Engineer
Kevin Asprer, Associate Engineer
Andrea Carruthers, Manager of External Affairs
Marcus Coulombe, Sales Coordinator
Lucia Diaz, Deputy Manager of Maintenance
Lisa Dye, Manager of Human Resources
Adrienne Fernandez, Administrative Assistant II
Don Hamlett, Acting Deputy Manager of Integrated Systems Services
Jennifer Hy-Luk, Acting Executive Assistant
Ryan Love, Deputy Manager of Operations
Jason Marseilles, Deputy Manager of Engineering
Kanes Pantayatiwong, Manager of Business Information Services
Cathleen Pieroni, Manager of Inter-Agency Relations
Jesse Pompa, Manager of Grants
Sushmitha Reddy, Manager of Laboratories
James Simpson, Engineering Consultant
Frank Sotomayor, Facilities Program Supervisor
Travis Sprague, Principal Engineer
Yvonne Taylor, Administrative Assistant II

Wilson To, Technology Specialist II
Alyssa Tocker, Office Assistant
Brian Wilson, Senior Engineer
Teresa Velarde, Manager of Internal Audit

OTHERS PRESENT via Video/Teleconference:

Jean Cihigoyenette, JC Law Firm

A meeting of the Board of Directors of the Inland Empire Utilities Agency* was held at the office of the Agency, 6075 Kimball Avenue, Building A, Chino, California and via video/teleconference on the above date.

President Hall called the meeting to order at 10:00 a.m. External Affairs Specialist I Nicole Slavin led the Pledge of Allegiance. Board Secretary/Office Manager Denise Garzaro took roll call and established a quorum.

PUBLIC COMMENT

There were no public comments.

ADDITIONS TO THE AGENDA

There were no changes/additions/deletions to the agenda.

NEW, PROMOTED AND RECLASSIFIED EMPLOYEE INTRODUCTIONS

The following staff members from the Operations Division were hired or reclassified:

- Leslie Campbell, Compost Operator, hired November 15, 2021, Organics Management
- Alyssa Tocker, Office Assistant, hired November 14, 2021, Organics Management
- Troy Lane, Mechanic III, hired October 18, 2021, South Plant Maintenance
- Aaron Guydosh, Mechanic II, hired November 1, 2021, South Plant Maintenance
- Ali Raza, Wastewater Treatment Plant Operator II, reclassified October 3, 2021, Operations – RP-5

The following staff members from the Technical Resources Division were hired or promoted:

- Charles Grady, Laboratory Supervisor, hired November 1, 2021, Laboratory
- Kevin Tang, Laboratory Scientist III, promoted October 31, 2021, Laboratory

The Board of Directors welcomed Mr. Campbell, Ms. Tocker, Mr. Lane, Mr. Guydosh, and Mr. Grady to the IEUA team. The Board of Directors congratulated Mr. Raza and Mr. Tang on their reclassification and promotion.

1. CONSENT ITEMS

A. MINUTES

B. REPORT ON GENERAL DISBURSEMENTS

C. JANITORIAL SERVICES CONTRACT AWARD

- D. AGENCY-WIDE CHEMICAL CONTAINMENT AREA REHABILITATION PHASE 2 CONSTRUCTION CONTRACT AWARD**
- E. RP-1 FLARE IMPROVEMENTS PROJECT CHANGE ORDER – EXTENDED OVERHEAD**
- F. ADOPTION OF RESOLUTION NO. 2021-11-1, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE**
- G. RP-5 BIRD ABATEMENT CONTRACT AWARD**

MOVED BY DIRECTOR CAMACHO, SECONDED
BY DIRECTOR HOFER, AGENDA ITEM NOS. 1A
THROUGH 1G APPROVED AS RECOMMENDED
BELOW, BY THE FOLLOWING VOTE:

Ayes: Camacho, Elie, Hall, Hofer, Tule

Noes: None

Absent: None

- Approved the minutes of the October 6 and October 20, 2021 Board Meetings.
- Approved the total disbursements for the month of September 2021, in the amount of \$32,685,185.74.
- Approved the award of Contract No. 4600003083 to Priority Building Services, LLC to provide Janitorial Services for a total contract price not-to-exceed amount of \$1,800,000 over five years with a fixed price period of two years with three one-year options to extend with CPI increase; and authorized the General Manager to execute the service contract.
- Awarded a construction contract for the Agency-Wide Chemical Containment Rehabilitation Phase 2, Project No. EN22043, to Techno Coating Inc., in the amount of \$238,112; and authorized the General Manager to execute the construction contract, subject to non-substantive changes.
- Approved a construction change order for the RP-1 Flare Improvement, Project No. EN18006, to W.M. Lyles Co., for the not-to-exceed amount of \$157,847, increasing the contract from \$5,914,408 to \$6,072,265 (approximately 2.6% increase); amended the Total Project Budget for the RP-1 Flare Improvement, Project No. EN18006, in the amount of \$1,550,000 increasing the budget from \$7,650,000 to \$9,200,000 (20% increase) in the Regional Capital Fund; and authorized the General Manager to execute the change order and budget amendment, subject to non-substantive changes.
- Approved two construction change orders for the RP-1 Flare Improvement Project, No. EN18006, to WM Lyles Co., for the not-to-exceed amount of \$324,977, increasing the contract from \$5,589,431 to \$5,914,408 (approximately

5.8% increase); amended the Total Project Budget for the RP-1 Flare Improvement Project, No. EN18006, in the amount of \$1,555,000 increasing the budget from \$7,650,000 to \$9,200,000 (20% increase) in the Regional Capital (RC) Fund; and authorized the General Manager to execute the change orders, subject to non-substantive changes.

- Adopted Resolution No. 2021-11-1, making certain findings and determinations regarding special rules for conducting meetings through teleconference.
- Approved the award of Contract No. 4600003080 to Adam's Falconry Service, LLC to provide RP-5 Bird Abatement Service for a total contract price not-to-exceed amount of \$195,000 over three years with two one-year options to extend; and authorized the General Manager to execute the service contract.

2. **ACTION ITEM**

A. **ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) ELECTION FOR 2022/23 TERM**

Deputy General Manager Christiana Daisy provided the staff presentation.

MOVED BY DIRECTOR HOFER, SECONDED BY DIRECTOR TULE, THE BOARD DETERMINED THE AGENCY'S VOTE FOR PRESIDENT AND VICE PRESIDENT OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES FOR THE 2022/23 TERM BY CASTING A VOTE FOR THE SLATE OF CANDIDATES RECOMMENDED BY ACWA'S NOMINATING COMMITTEE - PAMELA TOBIN FOR ACWA PRESIDENT AND CATHY GREEN FOR ACWA VICE PRESIDENT; AND DELEGATED IEUA PRESIDENT JASMIN A. HALL AS THE AGENCY REPRESENTATIVE TO ATTEND THE ACWA MEMBERSHIP MEETING ON DECEMBER 1, 2021 TO CAST THE VOTE, BY THE FOLLOWING VOTE:

Ayes: Camacho, Elie, Hall, Hofer, Tule

Noes: None

Absent: None

3. **INFORMATION ITEMS**

A. **WATER STORAGE INVESTMENT PROGRAM (WSIP)/CHINO BASIN PROGRAM (CBP) UPDATE**

General Manager Shivaji Deshmukh stated that on November 10 the Agency received comment letters from the City of Ontario, Monte Vista Water District, and the City of Montclair expressing concerns about the CBP. He noted that staff looks forward to continuing to work with these members to address their concerns. He continued that on November 16, the Agency received a letter of support from the City of Pomona,

Fontana Water Company, Cucamonga Valley Water District, and Jurupa Community Services District. He added that these letters were directed to the California Water Commission who is meeting today to consider the feasibility of the CBP.

This morning, the California Water Commission questioned the information provided in the comment letters and ultimately unanimously approved moving forward with the Chino Basin Program.

Vice President Camacho commented on the importance of moving forward to do what is best for the region and stressed the need to work together with regional partners.

Director Elie thanked General Manager Deshmukh and all the staff who have worked on this effort for continuing to work to address concerns and questions that have been raised to move the consideration of this project forward.

Director Hofer acknowledged the responsibility that each of the partner agencies must do what they feel is best for their respective constituents and noted that he welcomes their input and comments.

Director Tule recognized the efforts of staff to communicate the various aspects of the project more effectively.

President Hall expressed appreciation to staff for continuing to work with the partner agencies on the project and to convey the potential benefits and impacts thereof.

B. UPDATING IEUA'S REGIONAL WATER USE EFFICIENCY PROGRAM

Manager of Inter-Agency Relations Cathleen Pieroni provided the staff presentation.

C. ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATES

Deputy Manager of Engineering Jason Marseilles provided an update on the following projects: RP-1 Hot Water Loop Replacement; RP-1 Thickening Building & Acid Phase Digester; and RP-3 Basin Improvements.

THE FOLLOWING ITEMS WERE RECEIVED AND FILED BY THE BOARD

D. STATE LEGISLATIVE REPORT AND MATRIX FROM WEST COAST ADVISORS

E. FEDERAL LEGISLATIVE REPORT AND MATRIX FROM INNOVATIVE FEDERAL STRATEGIES

F. CALIFORNIA STRATEGIES, LLC MONTHLY ACTIVITY REPORT

G. PUBLIC OUTREACH AND COMMUNICATION

H. RP-5 EXPANSION PROJECT UPDATE: NOVEMBER 2021

I. STRATEGIC PLANNING & RESOURCES ANNUAL REPORT – REVISED FOR NOVEMBER 2021

J. TREASURER'S REPORT OF FINANCIAL AFFAIRS

4. AGENCY REPRESENTATIVES' REPORTS

A. SANTA ANA WATERSHED PROJECT AUTHORITY REPORT

President Hall reported that at the November 2 Commission Meeting, the Commission heard routine items. At the November 2, Project Agreement 24 Committee, the Committee authorized the GM to execute a General Services Agreement and Task Order with Raftelis Financial Consultants to provide professional services for the Inland Empire Brine Line Reserve Policy.

President Hall reported that at the November 16 Commission Meeting, the Commission approved the Sunnyslope Creek Native Fish Response Project's Grant Application to the DWR for the 2021 Urban and Multi-benefit Drought Relief Grant Application by adopting Resolution No. 2021-9.

B. METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA REPORT

General Manager Deshmukh reported that at the November 9 MWD Board Meeting; Board Chair Gray announced the formation of five new MWD Board committees to address the following areas: SWP dependent areas of Metropolitan; Colorado River issues; Under-Served communities; Diversity, Equity, and Inclusion issues; and A One Water Initiative focus for the Conservation and Local Resources Committee.

The Board adopted a resolution recognizing a Statewide drought emergency and declaring specified emergency conditions within the SWP-dependent areas of Metropolitan's Service area. Per this Declaration, Metropolitan calls on all member agencies to review the adequacy of their past drought response measures and take actions to reduce their use of SWP supplies.

He stated that staff plans to bring a similar drought emergency resolution to the December 8, 2021 IEUA Board meeting, calling for a 15% reduction in regional demands and activating IEUA's Water Shortage Contingency Plan at Level 2.

C. REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT

President Hall reported that at the November 4 meeting, the following information items were presented: SAWPA General Manager Jeff Mosher provided an overview of SAWPA's initiatives; Regional Contract Negotiation Update; Grants Update; and Operations Update.

D. CHINO BASIN WATERMASTER REPORT

Director Elie reported that at the October 28 meeting, the Watermaster Board heard the annual financial report. He requested that an item to address storage and recovery in the region be added to a future agenda.

E. CHINO BASIN DESALTER AUTHORITY REPORT

Director Tule reported that at the November 4 meeting, the CDA Board amended an agreement with the County of San Bernardino regarding joint facility development and they also amended the agreement for project management services for the South Archibald Plume Project.

F. INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY REPORT

Director Hofer reported that at the November 1 meeting, the IERCA Board heard items of a routine nature. He commended IERCA staff for their efforts to run an efficient operation.

5. **GENERAL MANAGER'S REPORT**

General Manager Deshmukh stated that earlier in the day, the Agency hosted a coffee gathering to acknowledge the Veterans who work at IEUA. The gathering was held at RP-1 and served as an opportunity to thank veterans for their service and recognize the important role they play in accomplishing Agency goals.

General Manager Deshmukh also provided the schedule of December board and committee meetings, stating that the December 1st and December 15th Board meetings will be cancelled along with the December 8th Committee meetings. A special Board meeting will be held on December 8th.

6. **BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS**

There were no requested future agenda items.

7. **DIRECTORS' COMMENTS AND CONFERENCE REPORTS**

Director Elie stated that he provided a presentation to the Chino Kiwanis Club on IEUA and the drought.

President Hall stated that she attended the CASA Strategic Planning Session on November 7 and 8 and the IEUA Veterans Day Coffee event on November 17.

8. **CLOSED SESSION**

The Board recessed to Closed Session at 11:17 a.m.:

A. **PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)(e)1
CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Two Cases

The meeting resumed at 1:05 p.m., and General Counsel Jean Cihigoyenetché stated that the Board did not take any reportable action in Closed Session.

ADJOURNMENT

With no further business, President Hall adjourned the meeting at 1:07 p.m.

Steven J. Elie, Secretary/Treasurer

APPROVED: DECEMBER 8, 2021

**CONSENT
CALENDAR
ITEM**

1B

Date: December 8, 2021

To: The Honorable Board of Directors

SD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Javier Chagoyen-Lazaro, Acting Executive Manager of Finance & Administ

Subject: Report on General Disbursements

Executive Summary:

Total disbursements for the month of October 2021 were \$21,147,707.10. Disbursement activity included check payments of \$706,976.83 to vendors and \$5,234.10 for worker's compensation related costs. Electronic payments included the Automated Clearing House (ACH) of \$11,403,709.06 and wire transfers (excluding payroll) of \$7,372,096.75. The total payroll was \$1,652,415.29 for employees and \$7,275.07 for the Board of Directors.

Staff's Recommendation:

Approve the total disbursements for the month of October 2021 in the amount of \$21,147,707.10.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

Prior Board Action:

On November 17, 2021 the Board of Directors approved the September 2021 Report on General Disbursements totaling \$32,685,185.74

Environmental Determination:

Not Applicable

Business Goal:

The report on general disbursements is consistent with the Agency's Business Goal of Fiscal Responsibility in providing financial reporting that accounts for general disbursements associated with operating requirements.

Attachments:

Attachment 1 - Background

Attachment 2 - Details of General Disbursements

Attachment 3 - PowerPoint

Background

Subject: Report on General Disbursements

Table 1 summarizes the disbursements detailed in each of the six attachments affixed to this letter. Table 2 lists the disbursements in excess of an aggregated \$500,000 per vendor and is presented in largest to smallest dollar value.

Table 1: Disbursement Details

Attachment	Payment Type	Amount
2A	Vendor Checks	\$ 706,976.83
2B	Workers' Comp Checks	\$ 5,234.10
2C	Vendor ACHs	\$ 11,403,709.06
2D	Vendor Wires (excludes Payroll)	\$ 7,372,096.75
2E	Payroll-Net Pay-Directors	\$ 7,275.07
2F	Payroll-Net Pay-Employees	\$ 1,652,415.29
Total Disbursements		\$21,147,707.10

Table 2: Disbursements in Excess of \$500,000 per Vendor

Vendor	Amount	Description
MWD	\$ 5,603,211.80	August 2021 Water Purchases
WM LYLES COMPANY	\$ 4,897,834.65	Professional Svc's for EN17110-RP-4 Process Improvements; EN18006 RP-1 Flare Improvements; EN19001- RP-5 Expansion to 30 mgd; EN19006- RP-5 Biosolids Facility.
PERS	\$ 911,258.73	10/21 Health Ins / P/R 19, 20, 21 Def Comp
SO CALIF EDISON	\$ 846,448.20	08/05/21 – 10/05/21 Electricity
INTERNAL REVENUE SERVICE	\$ 688,639.41	PP#20 & #21 Payroll Taxes; Dir PP# 10 Taxes
PARSONS WATER & INFRASTRUCTURE	\$ 679,634.19	Escrow Retention Deposits - EN19001- RP-5 Expansion to 30 mgd; EN19006- RP-5 Biosolids Facility

Attachment 2A

Vendor Checks

Inland Empire Util.Agency
Chino, CA
Company code 1000

Check Register
CBB Disbursement Account -Oct 2021

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Bank	CBB	CITIZENS BUSINESS BANK		ONTARIO CA 917610000		
Bank Key	122234149					
Acct number	CHECK	231167641				
Check						
Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
234614	2200117678	10/04/2021	USD	1,276.65	BNI BUILDING NEWS VISTA CA	10/12/2021
234615	2200117683	10/04/2021	USD	5,137.47	CUMMINS SALES AND SERVICE COLUMBUS IN	10/08/2021
234616	2200117676	10/04/2021	USD	1,220.55	GENERAL BOTTLE INC LOS ANGELES CA	10/13/2021
234617	2200117681	10/04/2021	USD	32.76	RR DONNELLEY & SONS COMPANY CLEVELAND OH	10/14/2021
234618	2200117682	10/04/2021	USD	3,750.00	SAGE GROUP TECHNOLOGIES, INC HAZLET NJ	10/13/2021
234619	2200117675	10/04/2021	USD	7,897.09	SOUTH COAST AQMD DIAMOND BAR CA	10/15/2021
234620	2200117680	10/04/2021	USD	20.00	THE SHREDDERS LOS ANGELES CA	10/12/2021
234621	2200117677	10/04/2021	USD	578.62	URIMAGE BLOOMINGTON CA	10/15/2021
234622	2200117679	10/04/2021	USD	9,460.00	WIN-911 SOFTWARE AUSTIN TX	10/13/2021
234623	2200117785	10/07/2021	USD	2,295.33	BURRTEC WASTE INDUSTRIES INC FONTANA CA	10/21/2021
234624	2200117778	10/07/2021	USD	122.73	CINTAS CORPORATION ONTARIO CA	10/19/2021
234625	2200117779	10/07/2021	USD	4,981.65	CINTAS CORPORATION LOC#150 PHOENIX AZ	10/19/2021
234626	2200117780	10/07/2021	USD	6,118.00	CONCENTRA MEDICAL CENTERS RANCHO CUCAMONGA CA	10/18/2021
234627	2200117784	10/07/2021	USD	560.45	CUMMINS SALES AND SERVICE COLUMBUS IN	10/15/2021
234628	2200117787	10/07/2021	USD	81.50	FRANCHISE TAX BOARD SACRAMENTO CA	10/21/2021
234629	2200117786	10/07/2021	USD	1,959.84	FRONTIER COMMUNICATIONS CORP CINCINNATI OH	10/19/2021
234630	2200117782	10/07/2021	USD	201.42	IMPERIAL SPRINKLER SUPPLY ANAHEIM CA	10/15/2021
234631	2200117781	10/07/2021	USD	229.00	LITTLE SISTER'S TRUCK WASH, INGENOA NV	10/19/2021
234632	2200117770	10/07/2021	USD	210.11	MAJESTIC TROPHY CO ONTARIO CA	10/20/2021
234633	2200117783	10/07/2021	USD	16,745.51	QUINN COMPANY LOS ANGELES CA	10/14/2021
234634	2200117775	10/07/2021	USD	2,979.60	ROTORK CONTROLS INC ROCHESTER NY	10/20/2021
234635	2200117777	10/07/2021	USD	1,896.00	SAN BERNARDINO COUNTY SAN BERNARDINO CA	10/20/2021
234636	2200117774	10/07/2021	USD	6,500.00	SO CALIF REGIONAL RAIL AUTHORITY LOS ANGELES CA	10/29/2021
234637	2200117772	10/07/2021	USD	11,500.00	STATE WATER RESOURCES CONTROL SACRAMENTO CA	10/20/2021
234638	2200117773	10/07/2021	USD	11,920.88	VERIZON WIRELESS DALLAS TX	10/21/2021
234639	2200117771	10/07/2021	USD	291.26	WM CORPORATE SERVICES INC LOS ANGELES CA	10/18/2021
234640	2200117776	10/07/2021	USD	535.59	WORLDWIDE EXPRESS PASADENA CA	10/14/2021
234641	2200117837	10/14/2021	USD	20,846.00	CHINO MFG & REPAIR INC CHINO CA	10/18/2021
234642	2200117838	10/14/2021	USD	8,966.37	CINTAS CORPORATION LOC#150 PHOENIX AZ	10/22/2021
234643	2200117840	10/14/2021	USD	85,500.00	CIPO CLOUD SOFTWARE INC CORONA CA	10/19/2021
234644	2200117841	10/14/2021	USD	3,070.20	CITY OF CHINO CHINO CA	10/20/2021
234645	2200117843	10/14/2021	USD	356.46	CUCAMONGA VALLEY WATER DISTRICT LOS ANGELES CA	10/19/2021
234646	2200117839	10/14/2021	USD	927.55	DELTA TECH RANCHO RANCHO CUCAMONGA CA	10/19/2021
234647	2200117844	10/14/2021	USD	1,617.51	FONTANA WATER COMPANY FONTANA CA	10/21/2021
234648	2200117842	10/14/2021	USD	1,530.00	ONTARIO MUNICIPAL UTILITIES CO ONTARIO CA	10/18/2021
234649	2200117836	10/14/2021	USD	127.73	VISTA PAINT CORP FULLERTON CA	10/19/2021
234650	2200117919	10/21/2021	USD	9.92	AIRGAS WEST INC PASADENA CA	11/08/2021
234651	2200117920	10/21/2021	USD	5,795.50	APPLEBONE EMPLOYMENT SERVICES GLENDALE CA	11/09/2021
234652	2200117925	10/21/2021	USD	175.78	ATLAS COPCO USA HOLDINGS INC.FREMONT CA	
234653	2200117926	10/21/2021	USD	14,687.34	BANK OF AMERICA, N.A. CHARLOTTE NC	10/25/2021
234654	2200117931	10/21/2021			voided by DSPRINGE - Lost Check	11/18/2021
234655	2200117921	10/21/2021	USD	500.00	CALIF MUNICIPAL STATISTICS INC OAKLAND CA	
234656	2200117924	10/21/2021	USD	366,136.33	CHARLES KING COMPANY INC SIGNAL HILL CA	11/17/2021
234657	2200117923	10/21/2021	USD	16,800.24	CINTAS CORPORATION ONTARIO CA	11/12/2021

Inland Empire Util. Agency
Chino, CA
Company code 1000

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CBB Disbursement Account -Oct 2021

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Bank	CBB	CITIZENS BUSINESS BANK				ONTARIO CA 917610000
Bank Key	122234149					
Acct number	CHECK	231167641				
Check						
Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
234658	2200117928	10/21/2021	USD	67,112.28	DENALI WATER SOLUTIONS LLC SAN BERNARDINO CA	11/15/2021
234659	2200117933	10/21/2021	USD	81.50	FRANCHISE TAX BOARD SACRAMENTO CA	11/17/2021
234660	2200117932	10/21/2021	USD	4,048.81	FRONTIER COMMUNICATIONS CORP CINCINNATI OH	11/12/2021
234661	2200117930	10/21/2021	USD	5,697.84	ONTARIO MUNICIPAL UTILITIES COONTARIO CA	11/09/2021
234662	2200117922	10/21/2021	USD	352.01	STEVENS WATER MONITORING SYSIMPORLAND OR	11/12/2021
234663	2200117927	10/21/2021	USD	1,460.45	VECTORUSA TORRANCE CA	11/08/2021
234664	2200117929	10/21/2021	USD	2,675.00	WELLINGTON LABORATORIES LLC OVERLAND PARK KS	11/15/2021
* Payment method Check			USD	706,976.83		

Total of all entries

Check Register
CBB Disbursement Account -Oct 2021

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Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
**			USD	706,976.83		

Attachment 2B

Workers' Comp Checks

Inland Empire Util.Agency
Chino, CA
Company code 1000

Check Register
CBB Workers Compensation Account-Oct '21

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Bank	CBB	CITIZENS BUSINESS BANK				ONTARIO CA	917610000
Bank Key	122234149						
Acct number	WCOMP	231159290					
Checks created manually							
Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code		Enca./void
05741	2200118296	10/06/2021	USD	24.00	YORK RISK SERVICES GROUP INC MEMPHIS TN		10/13/2021
05742	2200118297	10/06/2021	USD	2.00	YORK RISK SERVICES GROUP INC MEMPHIS TN		
05743	2200118298	10/06/2021	USD	88.47	YORK RISK SERVICES GROUP INC MEMPHIS TN		10/13/2021
05744	2200118299	10/06/2021	USD	3.53	YORK RISK SERVICES GROUP INC MEMPHIS TN		10/13/2021
05745	2200118300	10/06/2021	USD	42.16	YORK RISK SERVICES GROUP INC MEMPHIS TN		10/13/2021
05746	2200118301	10/06/2021	USD	69.00	YORK RISK SERVICES GROUP INC MEMPHIS TN		10/13/2021
05747	2200118457	10/20/2021	USD	617.99	YORK RISK SERVICES GROUP INC MEMPHIS TN		10/28/2021
05748	2200118458	10/20/2021	USD	1,190.00	YORK RISK SERVICES GROUP INC MEMPHIS TN		10/26/2021
05749	2200118459	10/20/2021	USD	485.25	YORK RISK SERVICES GROUP INC MEMPHIS TN		
05750	2200118460	10/20/2021	USD	9.28	YORK RISK SERVICES GROUP INC MEMPHIS TN		10/26/2021
05751	2200118461	10/27/2021	USD	650.00	YORK RISK SERVICES GROUP INC MEMPHIS TN		
05752	2200118462	10/27/2021	USD	218.09	YORK RISK SERVICES GROUP INC MEMPHIS TN		
05753	2200118463	10/27/2021	USD	1,448.70	YORK RISK SERVICES GROUP INC MEMPHIS TN		
05754	2200118464	10/27/2021	USD	35.76	YORK RISK SERVICES GROUP INC MEMPHIS TN		
05755	2200118465	10/27/2021	USD	32.11	YORK RISK SERVICES GROUP INC MEMPHIS TN		
05756	2200118466	10/27/2021	USD	117.96	YORK RISK SERVICES GROUP INC MEMPHIS TN		
05757	2200118467	10/27/2021	USD	199.80	YORK RISK SERVICES GROUP INC MEMPHIS TN		
* Payment method Checks created manually			USD	5,234.10			

Total of all entries

Check Register
CBB Workers Compensation Account-Oct '21

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Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
**			USD	5,234.10		

Attachment 2C

Vendor ACHs

Check	Payee / Description	Amount
ACH	AQUA BEN CORPORATION	
	RP1-18,400 LBS Polymer 750A 43077	23,592.94
	RP5-11,500 LBS Polymer 748E 43022	11,276.04
	RP2-27,600 LBS Polymer 748E 43197	27,062.49
	RP1-11,500 LBS Polymer 748E 43018	11,276.04
	RP2-23,000 LBS Polymer 748E 43010	22,552.08
		- - - - -
	AQUA BEN CORPORATION \$	95,759.59
ACH	CALTROL INC	
	Inv-Positioner CD99131603	4,476.87
	Inv-Valve Mount Kits CD99131315	407.36
	Inv-Relay Assemblies CD99129730	2,491.50
	RP4Mnt-Positioner CD99129859	3,599.30
		- - - - -
	CALTROL INC \$	10,975.03
ACH	ORANGE COUNTY WATER DISTRICT	
	2021 PradoBsn/UpperSAWA Aerial Imagery C 23270	4,500.00
		- - - - -
	ORANGE COUNTY WATER DISTRICT \$	4,500.00
ACH	ROYAL INDUSTRIAL SOLUTIONS	
	PVC Coated Conduit, Conduit Bodies, Straps 6441-1017094	4,792.53
		- - - - -
	ROYAL INDUSTRIAL SOLUTIONS \$	4,792.53
ACH	SANTA ANA WATERSHED	
	Indirect Discharge Permit Fees 9929	900.00
		- - - - -
	SANTA ANA WATERSHED \$	900.00
ACH	SOUTHWEST ALARM SERVICE	
	RP5 Office Trlr 7/21 Monthly Monitoring 074203	50.00
		- - - - -
	SOUTHWEST ALARM SERVICE \$	50.00
ACH	DELL MARKETING L P	
	IS20003-Latitudes 7420 BTX's, Sound Bars, 10512908677	34,545.13
		- - - - -
	DELL MARKETING L P \$	34,545.13
ACH	RED WING SHOE STORE	
	Employee Safety Shoe Purchase 133-1-146588	225.00
	Employee Safety Shoe Purchase 192-1-109173	213.33
	Employee Safety Shoe Purchase 192-1-107560	223.03
	Employee Safety Shoe Purchase 133-1-140310	213.33
		- - - - -
	RED WING SHOE STORE \$	874.69
ACH	ROTORK CONTROLS INC	
	Flange Mounting 127466	7,897.16
		- - - - -
	ROTORK CONTROLS INC \$	7,897.16
ACH	DESERT PUMPS AND PARTS INC	
	RP2Mnt-Gear Joint Shells, Head Rings, O-Ri 3731	1,531.18
		- - - - -

Check	Payee / Description	Amount
	DESERT PUMPS AND PARTS INC \$	1,531.18
ACH	CS-AMSCO Inv-Flanged Valve Plug 17099	2,748.39
	CS-AMSCO \$	2,748.39
ACH	STANTEC CONSULTING INC EN21042-5/10-7/15 Prof Svcs 1816962	22,880.68
	STANTEC CONSULTING INC \$	22,880.68
ACH	RSD Fused Disconnect 55346390-00	102.58
	Pleated Filters 55346383-00	850.28
	Mini-Split Line Sets, Insulation, Wire, Dis 55346389-00	280.88
	Pleated Filters 55346605-00	850.28
	Pipe, Elbows, Tees, Adapters, Couplings 55347235-00	18.40
	Carbon Cartridges, Cartridge Filters 55350235-00	383.95
	Refrigerant Cylinder, Condensor Fan Motor, Pi 55347157-00	1,267.72
	Digital Micron Gauge, Copper Tubes, Liquid Lin 55350148-00	352.63
	Coil Gun Sprayer, Coil Gun Probe 55349840-00	187.63
	RSD \$	4,294.35
ACH	PEST OPTIONS INC July 2021 GWR Weed Abatement Services 380152	9,055.11
	July 2021 Weed Abatement Services 380097	4,098.18
	PEST OPTIONS INC \$	13,153.29
ACH	OLIN CORP TP1-4,850 Gals Sodium Hypochlorite 3000008147	4,035.20
	TP1-4,696 Gals Sodium Hypochlorite 3000009260	4,155.96
	TP1-4,854 Gals Sodium Hypochlorite 3000009773	4,038.53
	TP1-4,732 Gals Sodium Hypochlorite 3000010539	4,187.82
	TP1-4,698 Gals Sodium Hypochlorite 3000011132	4,157.73
	TP1-4,842 Gals Sodium Hypochlorite 3000011690	4,028.54
	RP4-4,864 Gals Sodium Hypochlorite 3000011692	4,046.85
	TP1-4,834 Gals Sodium Hypochlorite 3000012254	4,021.89
	TP1-4,980 Gals Sodium Hypochlorite 3000013312	4,083.46
	TP1-4,732 Gals Sodium Hypochlorite 3000013574	4,187.82
	TP1-4,836 Gals Sodium Hypochlorite 3000014106	4,023.55
	RP5-4,668 Gals Sodium Hypochlorite 3000006769	4,131.18
	RP5-4,906 Gals Sodium Hypochlorite 3000008722	4,081.79
	CCWRP-4,924 Gals Sodium Hypochlorite 3000007549	4,096.77
	CCWRP-4,040 Gals Sodium Hypochlorite 3000009772	3,575.40
	RP4-4,736 Gals Sodium Hypochlorite 3000008721	4,191.36
	TP1-4,820 Gals Sodium Hypochlorite 3000008723	4,010.24
	TP1-5,010 Gals Sodium Hypochlorite 3000007268	4,168.32
	TP1-4,788 Gals Sodium Hypochlorite 3000007267	4,237.38
	TP1-4,958 Gals Sodium Hypochlorite 3000007123	4,125.06
	CCWRP-4,818 Gals Sodium Hypochlorite 3000014105	4,008.58
	CCWRP-4,014 Gals Sodium Hypochlorite 3000012824	3,552.39
	TP1-4,974 Gals Sodium Hypochlorite 3000015294	4,551.21
	TP1-4,934 Gals Sodium Hypochlorite 3000015293	4,514.61
	RP4-4,824 Gals Sodium Hypochlorite 3000014723	4,413.96
	TP1-4,916 Gals Sodium Hypochlorite 3000014722	4,498.14
	TP1-4,840 Gals Sodium Hypochlorite 3000016180	4,428.60

Check	Payee / Description	Amount
	RP4-4,824 Gals Sodium Hypochlorite 3000015652 4,413.96 RP5-4,876 Gals Sodium Hypochlorite 3000010143 4,056.83 - - - - - OLIN CORP \$ 120,023.13	
ACH	ABATIX CORPORATION Inv-Gloves-Blue Latex XL 8143727 487.57 - - - - - ABATIX CORPORATION \$ 487.57	
ACH	GHD INC EN17042-5/31-6/30 Prof Svcs 165794 2,577.50 EN19024-3/30-6/26 Prof Svcs 165805 1,697.50 - - - - - GHD INC \$ 4,275.00	
ACH	TRICO CORPORATION Watchdog Dessicant Breathers 192396 709.05 - - - - - TRICO CORPORATION \$ 709.05	
ACH	ELECTRO-CHEMICAL DEVICES INC Inv-Mmbrn Rplcmnt Kts,Snsrs,Elctrlyt Rfl 72290 4,338.35 - - - - - ELECTRO-CHEMICAL DEVICES INC \$ 4,338.35	
ACH	CALIFORNIA WATER TECHNOLOGIES Phills-18,406.38 Lbs Ferric Chloride Sol 40030 5,809.34 - - - - - CALIFORNIA WATER TECHNOLOGIES \$ 5,809.34	
ACH	FLUME INC Flume Smart Water System Rebates 1188 513.97 Flume Smart Water System Rebates 1222 513.97 - - - - - FLUME INC \$ 1,027.94	
ACH	MUNIQUEIP SOCIAL LLC Mechanical Shaft Seal Kits 200575 385.96 - - - - - MUNIQUEIP SOCIAL LLC \$ 385.96	
ACH	STAPLES CONTRACT & COMMERCIAL Desk Pads,Mousepad Wristrests 3482232189 95.90 Calendars 3481761442 366.24 Calendars,Laptop Chill Mat,Mounting Tape 3481761441 286.82 Cord Cover 3482232191 33.39 - - - - - STAPLES CONTRACT & COMMERCIAL \$ 782.35	
ACH	CAMACHO, MICHAEL MlgReim-7/2021 Meetings-Camacho,M MLG 7/21 74.48 MlgReim-8/2021 Meetings-Camacho,M MLG 8/21 127.12 - - - - - CAMACHO, MICHAEL \$ 201.60	
ACH	ELIE, STEVE MlgReim-8/2021 Meetings-Elie,S MLG 8/21 42.56 MlgReim-7/2021 Meetings-Elie,S MLG 7/21 85.12	

Check	Payee / Description	Amount
	ELIE, STEVE	\$ 127.68
ACH	HALL, JASMIN Hall,J-ExpRpt-9/8-9 Urban Water Institut 9/8-9 URBN WT MlgReim-7/2021 Meetings-Hall,J MLG 7/21 MlgReim-8/2021 Meetings-Hall,J MLG 8/21	228.76 12.88 58.24
	HALL, JASMIN	\$ 299.88
ACH	TULE, MARCO MlgReim-8/2021 Meetings-Tule,M MLG 8/21 MlgReim-7/2021 Meetings-Tule,M MLG 7/21	29.12 6.72
	TULE, MARCO	\$ 35.84
ACH	NAPA GENUINE PARTS COMPANY AIR AND OIL FILTERS, COOLANT 4584-340673 Battery 4584-342582 Battery 4584-341818 Battery 4584-341739 Adapter Trailer Wire 4584-345549 Adapter Trailer Wire 4584-345687 Htr Hose 4584-343737 Seal 4584-341163 Adapter Wire 4584-345489 Air filters 4584-345473 Battery 4584-344930 Battery,Air filter, Oil 4584-344782 Fuel and Oil Filers 4584-344721 PRM AW HYD 4584-344714 Red tacky Grs 4584-343149 Oil filters 4584-343106 Battery 4584-343008 Battery 4584-343011	2,999.75 235.88 188.46 111.75 25.78 32.53 8.02 35.96 163.59 117.90 268.88 838.01 382.53 97.99 401.48 152.64 217.80 174.71
	NAPA GENUINE PARTS COMPANY	\$ 6,453.66
ACH	PATTON SALES CORP Angles,Flats 4268900	81.47
	PATTON SALES CORP	\$ 81.47
ACH	SOUTHWEST ALARM SERVICE 9/21 Agency-Wide Monthly Monitoring Serv 074598	4,852.00
	SOUTHWEST ALARM SERVICE	\$ 4,852.00
ACH	UNIVAR SOLUTIONS USA INC RP5- 49,740 Lbs sodium Bisulfite 49431534	4,488.57
	UNIVAR SOLUTIONS USA INC	\$ 4,488.57
ACH	WAXIE SANITARY SUPPLY Liners 80214380 Hand Sanitizer 80235160 Towels, Degreaser, Paper Towels, Dish Soap 80204649	256.45 487.33 1,376.24
	WAXIE SANITARY SUPPLY	\$ 2,120.02

Check	Payee / Description	Amount
ACH	MARCAB COMPANY INC 882 CF Iron Sponge Media 9137	26,195.04
	MARCAB COMPANY INC \$	26,195.04
ACH	METTLER-TOLEDO Basic Preventive Maintenance 654973195	597.57
	METTLER-TOLEDO \$	597.57
ACH	INLAND OVERHEAD DOOR CO RP1Mnt-Tested Swing Gates-Chcrt Mntng Pd 47114	210.00
	INLAND OVERHEAD DOOR CO \$	210.00
ACH	KONICA MINOLTA 9/21 Lease Copiers-C658,C308,C759,C659 38452017	3,017.56
	9/21 Lease Copiers-C759,808,658E,458E 38452018	2,517.40
	KONICA MINOLTA \$	5,534.96
ACH	CAROLLO ENGINEERS PL21002-5/1-7/31 Prof Svcs FB13947	10,962.50
	WR21031-5/1-7/31 Prof Svcs FB13942	21,315.00
	EE&CM-5/21 Prof Svcs FB11763	7,406.00
	CAROLLO ENGINEERS \$	39,683.50
ACH	MCMASTER-CARR SUPPLY CO Stud Anchors for Concrete 64524624	110.81
	Slip-On Fittings,Slip-On Framing,Sealant 64517225	253.37
	MCMASTER-CARR SUPPLY CO \$	364.18
ACH	PANTHER PROTECTION RP1 Door Lock Service P7107	240.00
	RP4 Surfas Knox Box P7106	828.32
	PANTHER PROTECTION \$	1,068.32
ACH	KENNEDY/JENKS CONSULTANTS INC EN21044-5/1-7/2 Prof Svcs 148551	3,028.75
	WR20027-5/1-7/2 Prof Svcs 148572	6,777.50
	EN19043-4/3-7/2 Prof Svcs 148549	4,465.00
	KENNEDY/JENKS CONSULTANTS INC \$	14,271.25
ACH	PONTON INDUSTRIES INC Proline Fieldcheck Calibration 23449-42887	1,214.49
	PONTON INDUSTRIES INC \$	1,214.49
ACH	INLAND EMPIRE REGIONAL RP2-8/21 Biosolids 90029855	84,956.66
	RP1-8/21 Biosolids 90029854	206,712.58
	INLAND EMPIRE REGIONAL \$	291,669.24

Check	Payee / Description	Amount
ACH	RACO MANUFACTURING & ENGINEERI 8/21-8/22 Alarm Agent Cloud Based Alarm 104628	1,095.00 - - - - -
	RACO MANUFACTURING & ENGINEERI\$	1,095.00
ACH	PARSONS WATER & INFRASTRUCTURE EN9001/EN19006-6/26-7/30 Prof Svcs 2108A113	379,399.01 - - - - -
	PARSONS WATER & INFRASTRUCTURE\$	379,399.01
ACH	HACH COMPANY Inv-Fiber Wiper 12590606	55.95
	TP4Mnt-Srvs Spectrophotometer 12581707	613.64
	Inv-DPD Refill Vial 12581627	648.88 - - - - -
	HACH COMPANY \$	1,318.47
ACH	INNOVATIVE FEDERAL STRATEGIES 09/2021 Prof Svcs 092021	7,200.00
	7/2021 Prof Svcs 072021	7,435.41
	8/2021 Prof Svcs 082021	7,200.00 - - - - -
	INNOVATIVE FEDERAL STRATEGIES \$	21,835.41
ACH	W M LYLES COMPANY EN19001-5/21 Pay Est 7 Correction PE 7-EN19001-	172.40 - - - - -
	W M LYLES COMPANY \$	172.40
ACH	IN-SITU INC GWROps-Fst Cp f/Smrt Rll,Qck-Cls,Pwr Pck 144801	431.62 - - - - -
	IN-SITU INC \$	431.62
ACH	STANTEC CONSULTING INC EN0000000090-5/29-6/25 Prof Svcs 1816089	2,846.25 - - - - -
	STANTEC CONSULTING INC \$	2,846.25
ACH	RSD Pleated Filters 55348840-00	850.28
	Outdoor Unit Heat Pump,Indoor Wall Mount 55349163-00	3,542.64
	Coil Expansion Valves 55348513-00	187.15
	Refrigerant Cylinder,Ratchet Hand Bender 55350156-00	638.61
	Cartride Filter,Ice Machine Cleaner,Mete 55348702-00	267.81
	Condensate Pump 55347937-00	75.70
	Refrigerant Cylinder,Relay/Capacitor 55347768-00	446.70 - - - - -
	RSD \$	6,008.89
ACH	VAUGHAN'S INDUSTRIAL REPAIR CO CCWRP Rebuild IPS Pump #2 028321	26,850.54 - - - - -
	VAUGHAN'S INDUSTRIAL REPAIR CO\$	26,850.54
ACH	ROGERS, PETER J 9/29/21 Policy Cmmtt Fee-Rogers,P RPC-9/29/21	100.00 - - - - -
	ROGERS, PETER J \$	100.00

Check	Payee / Description	Amount
ACH	OLIN CORP	
	TP1-4,714 Gals Sodium Hypochlorite 3000018361	4,591.44
	TP1-4,870 Gals Sodium Hypochlorite 3000016423	4,456.05
	RP4-4,654 Gals Sodium Hypochlorite 3000016926	4,533.00
	TP1-4,800 Gals Sodium Hypochlorite 3000018716	4,401.15
	OLIN CORP \$	17,981.64
ACH	REED, RANDALL J	
	9/29/21 Policy Cmmtt Fee-Reed,R RPC-9/29/21	100.00
	REED, RANDALL J \$	100.00
ACH	US BANK VOYAGER FLEET SYSTEMS	
	8/21 Gasoline f/Agency Vehicles 8693150932135	13,064.67
	US BANK VOYAGER FLEET SYSTEMS \$	13,064.67
ACH	ULLOA, EUNICE M	
	9/29/21 Policy Cmmtt Fee-Ulloa,E RPC-9/29/21	100.00
	ULLOA, EUNICE M \$	100.00
ACH	DORST-PORADA, DEBRA	
	9/29/21 Policy Cmmtt Fee-Dorst-Porada,D RPC-9/29/21	100.00
	DORST-PORADA, DEBRA \$	100.00
ACH	KAMBRIAN CORPORATION	
	PrcsAutoCtrlRP1-Lics-SQLSVRSTD'19,SQLCAL KINV7983	1,384.84
	ISS-AE VDA SUB VL OLV D 12MO AP PERVLIC KINV7469	3,891.30
	PrcsAutoCtrlRP1-MS Win SVR 2019 STD Lic KINV8531	918.48
	KAMBRIAN CORPORATION \$	6,194.62
ACH	SIEMENS INDUSTRY INC	
	Radar Level Transmitter 5605961822	2,732.54
	Transfer Invoice from Ponton for Payment 5605985809	2,667.89
	SIEMENS INDUSTRY INC \$	5,400.43
ACH	LILLESTRAND LEADERSHIP CONSULT	
	7/2021 One on One Coaching SD,SL 7479	1,357.50
	6/2021 One on One Coaching SL 7461	1,470.63
	08/21 One on One Coaching KB 7496	452.50
	7/2021 One on One Coaching KB 7474	452.50
	LILLESTRAND LEADERSHIP CONSULT \$	3,733.13
ACH	TRICO CORPORATION	
	Advance Analysis and Services P59590	352.00
	Advance Analysis and Services P59623	128.00
	Advance Analysis and Services P59624	96.00
	Advance Analysis and Services P59635	480.00
	TRICO CORPORATION \$	1,056.00
ACH	EUROFINS EATON ANALYTICAL LLC	

Check	Payee / Description	Amount
	07/15/21 Water Sample analysis L0580219	75.00
	EUROFINS EATON ANALYTICAL LLC \$	75.00
ACH	ATKINSON, ANDELSON, LOYA, 8/21 General Labor Advice 632305	9,326.00
	ATKINSON, ANDELSON, LOYA, \$	9,326.00
ACH	MICROAGE Aruba Wireless Access Point,3 Antennas 2176425	716.68
	MICROAGE \$	716.68
ACH	THERMO ELECTRON NORTH AMERICA 7/21-6/22 ICS-2100,AutoSampler,Integrion 9021141958	20,061.15
	THERMO ELECTRON NORTH AMERICA \$	20,061.15
ACH	JEREMY HARRIS CONSTRUCTION, IN 8thStBsn-Ld/Hl/Dsps Silt,Trsh/Dbars Rmvl, 3237	50,082.30
	JEREMY HARRIS CONSTRUCTION, IN\$	50,082.30
ACH	SANDOVAL, JESUS L 9/29/21 Policy Cmmtt Fee-Sandoval,J RPC-9/29/21	100.00
	SANDOVAL, JESUS L \$	100.00
ACH	TECHNICAL SYSTEMS INC EN13016.05-6/7-7/19 Prof Svcs 7953-002	4,545.00
	TECHNICAL SYSTEMS INC \$	4,545.00
ACH	WEST COAST ADVISORS 9/21 Prof Svcs 13074	9,500.00
	8/21 Prof Svcs 13049	9,500.00
	WEST COAST ADVISORS \$	19,000.00
ACH	MANAGED MOBILE INC Repair Parts/Labor for Agency Vehicles IN00-0225984	1,995.35
	Repair Parts/Labor F/Veh 1912 IN00-0225527	116.23
	MANAGED MOBILE INC \$	2,111.58
ACH	PACIFIC COURIERS INC August 2021 Messenger Svc 21-08-2007	2,519.92
	July 2021 Messenger Svc 21-07-2007	2,444.08
	August 2021 Lab Delivery Svc 21-08-2006	2,240.00
	July 2021 Lab Delivery Svc 21-07-2006	2,720.00
	PACIFIC COURIERS INC \$	9,924.00
ACH	WALLACE & ASSOCIATES CONSULTIN PL9905-7-1 8-1 On-Call Admin Svcs 21-07-IEUA-AD	11,200.00
	EN17082-8/02-8/29 Prof Svcs 2021-08-IEUA	7,696.00
	4600002853 07/01-08/01 Prof. Servs. 2021-07-IEUA	21,312.00
	pl1905- 8/02-8/29 Prof Svcs 21-08-IEUA-AD	11,200.00

Check	Payee / Description	Amount
	WALLACE & ASSOCIATES CONSULTIN\$	51,408.00
ACH	PRIORITY BUILDING SERVICES LLC July 2021 Janitorial Service 77727	21,477.69
	PRIORITY BUILDING SERVICES LLC\$	21,477.69
ACH	NATIONAL ASSOCIATION 21/22 Agency Annual Membership 71488	40,110.00
	NATIONAL ASSOCIATION \$	40,110.00
ACH	JC LAW FIRM 8/21 RCA Legal 00982	300.00
	8/21 General Legal 00989	21,060.00
	8/21 Regional Contract 00983	3,000.00
	8/21 Watermaster 00986	60.00
	8/21 IEUA vs Spicer-EN17018 00985	4,680.00
	8/21 Kaiser vs CBWCD (Ely Basin) 00987	2,970.00
	8/21 Santa Ana River 00984	630.00
	8/21 Romero vs IEUA 00988	9,120.00
	8/21 Fontana vs ADO 00981	4,890.00
	JC LAW FIRM \$	46,710.00
ACH	YORKE ENGINEERING LLC RP-5 20/21 Title V rev. Jul/21 2654 26546	831.00
	YORKE ENGINEERING LLC \$	831.00
ACH	U S BANK - PAYMENT PLUS 104896 WESTERN WATER WORKS SUPPLY CO 2200117394	2,496.46
	104896 WESTERN WATER WORKS SUPPLY CO 2200117233	2,796.44
	100163 J G TUCKER & SON INC 2200117199	3,735.49
	U S BANK - PAYMENT PLUS \$	9,028.39
ACH	DORGAN LEGAL SERVICES LLP 9/21 General Labor Advice 564	1,860.06
	9/21 General Labor Advice 558	570.00
	DORGAN LEGAL SERVICES LLP \$	2,430.06
ACH	AMAZON BUSINESS CCWRPOps-Suction Hose Assembly, Portable 1T9V-VHYJ-YW9	3,229.41
	RP4Mnt-Tecumseh Overload Kits 1H4F-D7PR-F61	87.31
	SoMntHQ-Plastic Forks, Plastic Knives 1TYY-9TLW-7YP	99.04
	RP1Mnt-Thermal Paper Rolls 16YW-MMFL-KRQ	39.86
	SoMntHQ-Plastic Soup Spoons 1NNK-QLDD-131	50.62
	AMAZON BUSINESS \$	3,506.24
ACH	TRANSENE COMPANY INC Red/Yellow/Blue Buffer Solutions 194439	955.06
	TRANSENE COMPANY INC \$	955.06
ACH	KEARNS & WEST	

Check	Payee / Description	Amount
	PL19002-7/21 Prof Svcs 019575	205.00
	KEARNS & WEST \$	205.00
ACH	VIDEO SERVICES	
	EN17082 RP1 MECH. REST. Prof. Servs. 00186	803.00
	EN17082 RP1 HVAC TRAINING REST. Prof. 00185	525.00
	VIDEO SERVICES \$	1,328.00
ACH	REDWOOD ENERGY STORAGE LLC	
	8/21 RP1/RP5/CCWRP Energy Storage System 1014	10,458.33
	REDWOOD ENERGY STORAGE LLC \$	10,458.33
ACH	REDWOOD ENERGY STORAGE II LLC	
	8/21 RP4 Energy Storage System Mgmt 2014	27,708.33
	REDWOOD ENERGY STORAGE II LLC \$	27,708.33
ACH	HYAS GROUP LLC	
	FinAdm-2Q21 Invetment Consulting Service 4533	7,500.00
	HYAS GROUP LLC \$	7,500.00
ACH	WOOD ENVIRONMENT & INFRASTRUCT	
	EE&CM-7/24-8/27 Project/Admin Staff Svcs S49834744	15,130.00
	EE&CM-6/26-7/23 Project/Admin Staff Svcs S49834654	15,594.00
	EE&CM-6/26-7/23 Project/Admin Staff Svcs S49834653	12,638.00
	WOOD ENVIRONMENT & INFRASTRUCT\$	43,362.00
ACH	INGERSOLL-RAND INDUSTRIAL US I	
	Inv-Element Air Filters 25718607	556.67
	Inv-UltraC-20Lt Coolants 25789349	7,303.29
	INGERSOLL-RAND INDUSTRIAL US I\$	7,859.96
ACH	STAPLES CONTRACT & COMMERCIAL	
	LShaped Desk,Storage Cabinets,Lateral Fi 3482693998	3,525.84
	Laminating Pouches,Markers,Deskpad,Note 3482693993	85.66
	STAPLES CONTRACT & COMMERCIAL \$	3,611.50
ACH	LIBERTY LANDSCAPING INC	
	FcltyMgt-8/21 Monthly Landscaping Servic 100271	18,175.00
	FcltyMgt-9/21 Monthly Landscaping Servic 101048	18,175.00
	LIBERTY LANDSCAPING INC \$	36,350.00
ACH	ZUNIGA, RUDY ALAN	
	9/29/21 Policy Cmmtt Fee-Zuniga,R RPC-9/29/21	100.00
	ZUNIGA, RUDY ALAN \$	100.00
ACH	DUTREY, JAVIER J	
	9/29/21 Policy Cmmtt Fee-Dutrey,J RPC-9/29/21	100.00
	DUTREY, JAVIER J \$	100.00

Check Payee / Description	Amount
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ACH	AIRBO		1,800.00
	Benefits HQ-Virtual Benefit Fair	1451	
			- - - - -
	AIRBO	\$	1,800.00

ACH	SAN BERNARDINO COUNTY		50.00
	10/21-10/22 Utility ROW Pacific Ave/Humb USE FEE 10012		
			- - - - -
	SAN BERNARDINO COUNTY	\$	50.00

ACH	SO CALIF EDISON		
	PrdLS-8/30-9/28 34 Johnson-Pine	8000032094 9/	61.60
	RP2MntLnchRm-9/1-9/30 16400 El Prado Rd	8000703247 9/	273.80
	CllgHqts/LwrDy/RP3Bsn/TrnrBsn1-8/30-9/28	0297941406 9/	387.29
	SnSvn5PmpStn-8/30-9/28 13785 Banyan	8004022929 9/	184.67
	RP1StLts-9/1-9/30 34 Phila	8000340637 9/	23.64
	PrdDchlStn-8/30-9/28 34 Johnson-Pine	8000932049 9/	699.88
	Trnr3&4-8/27-9/27 916 Archibald Ave	8001265279 9/	77.84
	TrnrBsnRW-8/27-9/27 1063 Turner Ave	8004601423 9/	19.86
	RP1-9/1-9/30 2450 Phila St	8000389509 9/	117.24
	CCWRP/TP/RWPS-8/26-9/26 14950 Telephone	8004814080 9/	76,418.44
	RP2MntLnchRm-9/1-9/30 16400 El Prado Rd	8005078295 9/	14,068.55
			- - - - -
	SO CALIF EDISON	\$	92,332.81

ACH	SO CALIF GAS		
	MntBldg/Whs-8/18-9/17 2604 Walnut St	13484545 9/21	49.27
	RP5-8/26-9/28 6075 Kimball Ave	13619305 9/21	2,608.90
	CCWRP/TP-8/30-9/30 14950 Telephone Ave	14959861 9/21	17.51
	Lab-8/27-9/29 2450 Phila St	15577783 9/21	16.27
	RP1-9/1-10/ 2450 Phila St	11336197 9/21	50.00
	TP5-8/26-9/28 6075 Kimball Ave	15579076 9/21	24.05
	HQA/B-8/26-9/28 6075 Kimball Ave	15729783 9/21	99.67
	RP4-8/17-9/16 12811 6th St	10605111 9/21	30.36
	RP1Cmplx-8/26-9/28 2450 Phila St	12140888 9/21	66.32
			- - - - -
	SO CALIF GAS	\$	2,962.35

ACH	IEUA EMPLOYEES' ASSOCIATION		
	P/R 20 10/8/21 Employee Ded	HR 0100900	183.00
	P/R DIR 10 10/8/21 Employee Ded	HR 0100800	12.00
			- - - - -
	IEUA EMPLOYEES' ASSOCIATION	\$	195.00

ACH	IEUA SUPERVISORS UNION ASSOCIA		
	P/R 20 10/8/21 Employee Ded	HR 0100900	315.00
			- - - - -
	IEUA SUPERVISORS UNION ASSOCIA\$		315.00

ACH	IEUA GENERAL EMPLOYEES ASSOCIA		
	P/R 20 10/8/21 Employee Ded	HR 0100900	969.10
			- - - - -
	IEUA GENERAL EMPLOYEES ASSOCIA\$		969.10

ACH	INLAND EMPIRE UNITED WAY		
	P/R 20 10/8/21 Employee Ded	HR 0100900	46.00
			- - - - -
	INLAND EMPIRE UNITED WAY	\$	46.00

Check Payee / Description	Amount
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ACH	IEUA PROFESSIONAL EMPLOYEES AS P/R 20 10/8/21 Employee Ded	HR	0100900	600.00
				- - - - -
	IEUA PROFESSIONAL EMPLOYEES AS\$			600.00
ACH	WEX HEALTH INC P/R 20 10/8/21 Cafeteria Plan	HR	0100900	3,406.04
				- - - - -
	WEX HEALTH INC		\$	3,406.04
ACH	CITY EMPLOYEES ASSOCIATES P/R 20 10/8/21 Employee Ded	HR	0100900	352.50
				- - - - -
	CITY EMPLOYEES ASSOCIATES		\$	352.50
ACH	CARL H TAYLOR III P/R 20 10/8/21	HR	0100900	147.63
				- - - - -
	CARL H TAYLOR III		\$	147.63
ACH	PADDA, KAWAL Reim-8/26 Pizza Lunch f/Lab Staff	8/26 PIZZA LU		82.88
				- - - - -
	PADDA, KAWAL		\$	82.88
ACH	TAYLOR, YVONNE Reim-6/14,7/20,7/22 Meeting Refreshments 6,7/21 MTG RF			148.73
				- - - - -
	TAYLOR, YVONNE		\$	148.73
ACH	HALL, JASMIN Hall,J-ExpRpt-9/19-21 WateReuse Annl Con 9/19-21 WTRS			933.11
				- - - - -
	HALL, JASMIN		\$	933.11
ACH	NANGIA, SAPNA Reim-IIA Books f/IA Dept Library	IIA BOOKS F/I		113.60
				- - - - -
	NANGIA, SAPNA		\$	113.60
ACH	AUTOZONE PARTS INC Inv-Nitrile Disp Gloves-M,L,XL,Duralast	5618339276		4,254.82
	Inv-Nitrile Disposable Gloves-XL,L	5618315077		5,387.50
				- - - - -
	AUTOZONE PARTS INC		\$	9,642.32
ACH	AQUA BEN CORPORATION RP1-4,600 LBS Polymer 748E	43076		4,510.42
				- - - - -
	AQUA BEN CORPORATION		\$	4,510.42
ACH	ROYAL INDUSTRIAL SOLUTIONS Cooling Filter Fan	6441-1028552		211.19
	HUBWD , Plug, Conn	6441-1029864		2,563.37
	Bushing, Hub, Eletr Blst	6441-1030397		168.42
	PVC Coated Hub, Spring Nut	6441-1030472		305.60
	Brushes, Sltight Conn	6441-1029917		325.23
	Selector Switch	6441-1031562		378.95

Check	Payee / Description		Amount
	Unitronic Bus Can FD	6441-1031442	1,173.95
	Fixture	6441-1032698	350.19
		- - - - -	-
	ROYAL INDUSTRIAL SOLUTIONS	\$	5,476.90
ACH	WAXIE SANITARY SUPPLY		
	Purell Sanitizer	80260122	753.17
	Chlorox, Dawn, Waxie Soap	80274064	1,397.26
		- - - - -	-
	WAXIE SANITARY SUPPLY	\$	2,150.43
ACH	PETE'S ROAD SERVICE		
	Flat Tire Repair -Van #1402	528064-00	23.66
		- - - - -	-
	PETE'S ROAD SERVICE	\$	23.66
ACH	CDM SMITH INC		
	EN17006-6/6-7/10 Prof Svcs	90129370	34,387.40
	EN17006-7/11-7/31 Prof Svcs	90130769	25,048.50
		- - - - -	-
	CDM SMITH INC	\$	59,435.90
ACH	MISCO WATER		
	Flush Plug, Flow tube , O Ring, Nitrile	CF16402	569.87
		- - - - -	-
	MISCO WATER	\$	569.87
ACH	DEZURIK INC		
	TP4Mnt-5-Way Selector Valve	RPI/67011277	12,732.82
		- - - - -	-
	DEZURIK INC	\$	12,732.82
ACH	O RINGS & THINGS		
	Wiper,Bna, Poly	119187	57.62
		- - - - -	-
	O RINGS & THINGS	\$	57.62
ACH	MIDPOINT BEARING		
	AMI-Med. Duty	1034589	101.85
		- - - - -	-
	MIDPOINT BEARING	\$	101.85
ACH	LOCKMASTERS USA INC		
	Inv-Padlock STD Shacles Blue Bmpr	1053907	577.57
		- - - - -	-
	LOCKMASTERS USA INC	\$	577.57
ACH	TOM DODSON & ASSOCIATES		
	46000002851 721 Prof. Servs.	IE353 21-2	5,880.00
	4600002931 june Prof. Servs.	IE351 21-2	3,822.00
	4600002931 07/01-07/16 Prof. Serv.	IE349 21-4	3,200.00
	46000002931/TO#11 Prof. Servs.	IE350 21-2	3,302.82
	RP5 Biosolids Prof Svs	IE340 21-5	659.60
		- - - - -	-
	TOM DODSON & ASSOCIATES	\$	16,864.42
ACH	LEE & RO INC		
	EN18006 07/01-07/31 Prof servs.	1165/30	5,372.00
	EN18006 06/01-06/30 amend 3	1165/29	12,158.00

Check		Payee / Description	Amount
		LEE & RO INC	\$ 17,530.00
ACH		PALM AUTO DETAIL INC	
		09/01-09/18 Carwash Svcs. 21999-2	2,235.85
		PALM AUTO DETAIL INC	\$ 2,235.85
ACH		W A RASIC CONSTRUCTION CO INC	
		EN22017.01-46-2545 order 0028 343404	7,921.66
		W A RASIC CONSTRUCTION CO INC	\$ 7,921.66
ACH		STANTEC CONSULTING INC	
		CCWRF 184031457 7/15/21 Prof. Servs 1816959	48,477.83
		STANTEC CONSULTING INC	\$ 48,477.83
ACH		GRISWOLD INDUSTRIES	
		Valves 827669	2,594.24
		RP1-Electronic Cntl Vlvs 824254	17,728.32
		GRISWOLD INDUSTRIES	\$ 20,322.56
ACH		OLIN CORP	
		TP1-4,784 Gals Sodium Hypochlorite 3000019265	4,659.62
		TP1-4,798 Gals Sodium Hypochlorite 3000020632	4,673.25
		RP4-4,870 Gals Sodium Hypochlorite 3000020634	4,456.05
		TP1-4,740 Gals Sodium Hypochlorite 3000021323	4,616.76
		OLIN CORP	\$ 18,405.68
ACH		GK & ASSOCIATES	
		46-2849-8/21 Prof Svcs-Olsen,W 21-067	14,952.00
		46-2849-8/21 Prof Svcs-Hernandez,R 21-068	30,242.00
		GK & ASSOCIATES	\$ 45,194.00
ACH		INDUSTRIAL RUBBER & SUPPLY INC	
		Red Hose and Alum. Camlock 51190	1,187.08
		Hyd Hoses 51486	946.05
		INDUSTRIAL RUBBER & SUPPLY INC	\$ 2,133.13
ACH		US BANK VOYAGER FLEET SYSTEMS	
		9/21 Gasoline f/Agency Vehicles 8693150932139	11,435.37
		US BANK VOYAGER FLEET SYSTEMS	\$ 11,435.37
ACH		YORK RISK SERVICES GROUP INC	
		7/21-9/21 W/C Adm Fee - 3Q21 400000067721	6,250.00
		YORK RISK SERVICES GROUP INC	\$ 6,250.00
ACH		TRICO CORPORATION	
		Oil Analysis P59923	32.00
		Oil Analysis P59943	392.00
		TRICO CORPORATION	\$ 424.00

Check Payee / Description	Amount
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ACH	MANAGED MOBILE INC		
	Repair Parts/Labor F/Veh 1815	IN00-0226922	516.35
	Repair Parts/Labor/Veh 0605	IN00-0226758	523.29
	Repair Parts/Labor F/Veh 0304	IN00-0226920	494.22
	Repair Parts/Labor F/Veh 0805	IN00-0226767	541.36
	Repair Parts/Labor F/Veh 1913	IN00-0226772	642.62
	Repair Parts/Labor f/Veh 1816	IN00-0226561	479.43
	Repair Parts/Labor f/Veh 1501099	IN00-0226586	490.56
			- - - - -
	MANAGED MOBILE INC	\$	3,687.83

ACH	MWH CONSTRUCTORS INC		
	46000002851 6/21 Prof. Servs.	2021-3050577.	5,655.00
	46000002851-7/21 Professional Servcs.	2021-30505777	24,025.99
			- - - - -
	MWH CONSTRUCTORS INC	\$	29,680.99

ACH	MICHAEL BAKER INTERNATIONAL IN		
	P-181220July-2021 Professional Servicrs	1124023	1,595.00
			- - - - -
	MICHAEL BAKER INTERNATIONAL IN\$		1,595.00

ACH	MEANS CONSULTING LLC		
	PL9005- 08/21 Prof. Servs.	IE-5637	6,952.50
			- - - - -
	MEANS CONSULTING LLC	\$	6,952.50

ACH	THE SOLIS GROUP		
	EN180063. 07/01-07/31 Prof. Svcs.	7425	1,893.00
	EN17110.03 07/01-07/31 Prof. Svcs.	7427	1,884.00
	EN21015.00 07/01-07/31 Prof. Servs.	7429	774.00
	EN22002 08/01-08/31 Prof. Svcs.	7564	1,652.00
			- - - - -
	THE SOLIS GROUP	\$	6,203.00

ACH	SMARTCOVER SYSTEMS		
	Monthly Svcs 9/21 and Warrantyy	19489	4,656.00
			- - - - -
	SMARTCOVER SYSTEMS	\$	4,656.00

ACH	WOOD ENVIRONMENT & INFRASTRUCT		
	EE&CM-6/26-07/23Project/Adm. Staff Svcs	S49834655	21,105.50
			- - - - -
	WOOD ENVIRONMENT & INFRASTRUCT\$		21,105.50

ACH	ADAM'S FALCONRY SERVICE LLC		
	08/21 Bird Control Services	16272	1,820.00
	09/01-09/15 Bird Control service	16300	1,820.00
			- - - - -
	ADAM'S FALCONRY SERVICE LLC	\$	3,640.00

ACH	CAMACHO, MICHAEL		
	Camacho,M-ExpRpt-9/19-21 WateReuse Annl	9/19-21 WTRS	970.38
			- - - - -
	CAMACHO, MICHAEL	\$	970.38

ACH	FLORES, JUAN		
	Emp Assist PC Loan Purchase	PC LOAN 3	1,865.08

Check Payee / Description		Amount
	FLORES, JUAN	\$ 1,865.08
ACH	KING, NOLAN EdReim-Advncd Incdnt Rspns,Thrt Hntng,Dg FOR508 ADV IN	2,810.00
	KING, NOLAN	\$ 2,810.00
ACH	WEST VALLEY MOSQUITO AND 07/21 Mosquito control 2702	602.09
	WEST VALLEY MOSQUITO AND	\$ 602.09
ACH	WESTERN ANALYTICAL LABORATORIE Industrial Wastewater Test 16376	79.90
	WESTERN ANALYTICAL LABORATORIES	\$ 79.90
ACH	ALLIED UNIVERSAL SECURITY SERV Monthly Patrol Service 08/01-08/31 11553504	11,772.64
	ALLIED UNIVERSAL SECURITY SERV\$	11,772.64
ACH	CONSERV CONSTRUCTION INC WR21025-9/2021 Prof Svcs-Tune-up Program 1703 21,255.22 WR21006-9/21 Prof Svcs - Lrg Lndscp Rtrf 1701 7,109.90 WR22019/WR21019-9/2021 Prof Svcs-Smll St 1702 22,750.70	
	CONSERV CONSTRUCTION INC	\$ 51,115.82
ACH	JEREMY HARRIS CONSTRUCTION, IN TrnrBsn-Frnsh/Instll 2 Sac Slrry PVC Pp 3241 6,543.46 VctrBsn-Ld/Hl/Dsps Silt,Ctting/Wndr Slt M 3240 42,419.72	
	JEREMY HARRIS CONSTRUCTION, IN\$	48,963.18
ACH	MANAGED MOBILE INC Repair Parts/Labor f/Veh 0801 IN00-0226764 491.96 Repair Parts/Labor/Veh 0715 IN00-0226759 539.00	
	MANAGED MOBILE INC	\$ 1,030.96
ACH	US ENVIRONMENTAL PROTECTION AG WIFIA Loan 18124CA-FEE02 Servicing Fee-2 N18124CA-FEE0 16,100.00	
	US ENVIRONMENTAL PROTECTION AG\$	16,100.00
ACH	AQUA BEN CORPORATION RP1- 2,300 Lbs. Hydrofloc 750A 43263 23,592.94 275 Gal. Tote 43347 4,510.42 DAFT-Hydrofloc 748E 43314 4,510.42 DAFT 2300 LB Hydrofloc 43289 4,510.42 DAFT 2,300 Lbs. Hydrofloc 748E 43262 4,510.42 Hydrofloc 748.E 2300 Lb. 43226 4,510.42 275 Gal. Tote 43348 23,592.94 RP1- Hydrofloc 750A 43315 23,592.94 RP1-2,300 LBS Hydrofloc 43290 23,592.94	
	AQUA BEN CORPORATION	\$ 116,923.86

Check Payee / Description	Amount
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ACH	BROWN AND CALDWELL		
	July Professional Services	12414529	18,165.38
	PL9005-8-/2021 Proffesional Services	12417395	17,813.60
			- - - - -
	BROWN AND CALDWELL	\$	35,978.98

ACH	FISHER SCIENTIFIC		
	Inv-Resp Mask Handystra Med/Lrg	4944023	567.49
	Inv-Resp Mask Handystra Med/Lrg	5147440	331.04
	WQLab-Acetone Pesticides Grade 4L	0571573	132.13
	Inv-Earplugs-Maxi w/o Cord	4268065	568.70
			- - - - -
	FISHER SCIENTIFIC	\$	1,599.36

ACH	ROYAL INDUSTRIAL SOLUTIONS		
	Drive Power ,Surge Supressor	6441-1029798	154.08
	Battery Chargers	6441-1032809	976.22
			- - - - -
	ROYAL INDUSTRIAL SOLUTIONS	\$	1,130.30

ACH	WAXIE SANITARY SUPPLY		
	Hand Wipes and Desinfecting Wipes	80252556	2,371.15
	Bug Off Spray	80255807	147.94
			- - - - -
	WAXIE SANITARY SUPPLY	\$	2,519.09

ACH	GRAINGER INC		
	Rolling Platfrm. 4XM64	9964671235	2,289.81
	Water Hoses	9964471503	338.11
	Oil Filters	9967242463	1,533.56
	RP1-Whse- Nipples BG7-8	9060853125	114.77
	Boot Brushes	9967242471	168.15
			- - - - -
	GRAINGER INC	\$	4,444.40

ACH	KONICA MINOLTA		
	10/21 Lease Copiers-C658,C308,C759,C659	38637775	3,017.56
	10/21 Lease Copiers-C759,808,658E,458E	38637776	2,497.52
			- - - - -
	KONICA MINOLTA	\$	5,515.08

ACH	GENESIS CONSTRUCTION		
	EN17110.03-9/21 Pay Est 14	PE 14-EN17110	262,570.36
	RW-Rpr Mn Hl Cncrt Rng/Cllr @12925 Marla	21-623-110-3	3,469.58
	RP1-Rpr Utility Water Leak-Between Diges	21-003-M02 01	11,848.32
			- - - - -
	GENESIS CONSTRUCTION	\$	277,888.26

ACH	CAROLLO ENGINEERS		
	WR21031-8/1-8/31 Prof Svcs	FB15108	15,504.67
			- - - - -
	CAROLLO ENGINEERS	\$	15,504.67

ACH	Q-AIR CALIFORNIA		
	Compressor Installation	61054	2,800.00
			- - - - -
	Q-AIR CALIFORNIA	\$	2,800.00

Check	Payee / Description	Amount
ACH	POWER SYSTEMS SERVICES INC RP4 Braker 52J Serv. and Repair 5660	5,960.00
	POWER SYSTEMS SERVICES INC \$	5,960.00
ACH	TOM DODSON & ASSOCIATES EN24002 RP-1 8-21 Prof. Srvs. IE348 21-7	5,085.50
	4600002931/to#14 Prof. Srvs. Aug.-spt 8 IE353 21-3	13,411.76
	RP-5-July Prof. Srvs. IE340 21-6	254.80
	EN24002-EN2244 AND EN23002 prof. srvs IE348 21-6	6,483.03
	TOM DODSON & ASSOCIATES \$	25,235.09
ACH	MCCROMETER INC Accuracy Tst 42",Evaluation Meter, Batt 555355	1,643.96
	MCCROMETER INC \$	1,643.96
ACH	ROSEMOUNT INC Inline Presure Transmitter 71834387	1,908.34
	ROSEMOUNT INC \$	1,908.34
ACH	PANTHER PROTECTION Temp. Unlock B Lobby Doors HR Dept. P 7090	215.00
	PANTHER PROTECTION \$	215.00
ACH	ALFA LAVAL INC Diverters Wipers 281755189	560.73
	Inv-U Belt, L Belt 281038643	5,834.63
	ALFA LAVAL INC \$	6,395.36
ACH	U S BANK NA 4/21-6/21 Custodial Admin Fees 6200353	2,589.88
	20A Bnd 7/21-6/22 Admin Fees 6206443	2,750.00
	20B Bnd 7/21-6/22 Admin Fees 6206581	2,750.00
	U S BANK NA \$	8,089.88
ACH	W A RASIC CONSTRUCTION CO INC EN20041-9/21 Pay Est 5 PE 5-EN20041	57,912.00
	W A RASIC CONSTRUCTION CO INC \$	57,912.00
ACH	DESERT PUMPS AND PARTS INC RP2Mnt-Rotor,Stator 3752	2,415.00
	RP2Mnt-Drive Shaft,Bearing Kit,Bearing L 3750	2,823.00
	RP2Mnt-Rotor,Stator 3751	2,293.00
	DESERT PUMPS AND PARTS INC \$	7,531.00
ACH	SWRCB ACCOUNTING OFFICE *SRF Rpymt #1 C068235-150-Princ/Int 8235-150-21-1	136,882.65
	SWRCB ACCOUNTING OFFICE \$	136,882.65
ACH	W M LYLES COMPANY	

Check	Payee / Description		Amount
	EN18006-9/21 Pay Est 14	PE 14-EN18006	170,715.02
	EN17110-9/21 Pay Est 18	PE 18-EN17110	354,471.93
	EN19001-9/21 Pay Est 11	PE 11-EN19001	2,037,380.87
			- - - - -
	W M LYLES COMPANY	\$	2,562,567.82
ACH	INSIDE PLANTS INC		
	FcltyMgt/Lab-9/21 Indoor Plant Care	85987	667.50
			- - - - -
	INSIDE PLANTS INC	\$	667.50
ACH	RSD		
	RP1-Whse.Merv11 Plated filter	55346765-00	4,302.24
	Pleated Filters	55351308-00	850.28
			- - - - -
	RSD	\$	5,152.52
ACH	PEST OPTIONS INC		
	September 2021 Weed Abatement Services	384255	4,098.18
	August 2021 Weed Abatement Services	381965	4,098.18
			- - - - -
	PEST OPTIONS INC	\$	8,196.36
ACH	SCW CONTRACTING CORPORATION		
	EN22002-9/21 Pay Est 12	PE 12-EN22002	129,033.75
			- - - - -
	SCW CONTRACTING CORPORATION	\$	129,033.75
ACH	OLIN CORP		
	TP1-4,846 Gals. Sodium Hypochlorite	3000016927	4,434.09
	TP1-4,882 Gals. Sodium Hypochlorite	3000017540	4,467.03
	TP1-4,826 Gals Sodium Hypochlorite	3000021812	4,415.79
	TP1-4,894 Gals Sodium Hypochlorite	3000024074	4,478.01
	RP4- 4.816.Gals sodium Hypochlorite	3000018717	4,406.64
	4,732 LB Sodium Hypochlorite	3000019755	4,608.97
	TP1-4,880 Gals Sodium Hypochlorite	3000022366	4,465.20
	RP4-4,882 Gals Sodium Hypochlorite	3000022365	4,467.03
			- - - - -
	OLIN CORP	\$	35,742.76
ACH	BURLINGTON SAFETY LABORATORY		
	RP1Mnt-Retest-Gloves 25 Pairs,Blanket 1, 75079		564.41
			- - - - -
	BURLINGTON SAFETY LABORATORY	\$	564.41
ACH	INDUSTRIAL RUBBER & SUPPLY INC		
	Pipe coupler, King Nipple, Suction Hose,	51541	655.37
	Red A/W Hose	51671	75.43
	30 Green PVC Hose	51056	24.83
			- - - - -
	INDUSTRIAL RUBBER & SUPPLY INC	\$	755.63
ACH	JB'S POOLS & PONDS INC		
	09/21 Pond Maint. Srv.	2166760900	1,194.85
			- - - - -
	JB'S POOLS & PONDS INC	\$	1,194.85
ACH	ALLIED UNIVERSAL SECURITY SERV		
	July-2021 Monthly Patrol service	11632987	6,054.36

Check	Payee / Description	Amount
	RP1-Aug 2021 Montly Patrol Service 11733246	6,002.84
	ALLIED UNIVERSAL SECURITY SERV\$	12,057.20
ACH	ALTA FOODCRAFT	
	Coffe,Cocoa,Filters 12126849	60.17
	Kona coffe bldA 12125003	99.45
	ALTA FOODCRAFT \$	159.62
ACH	EUROFINS EATON ANALYTICAL LLC	
	EnvrnComRP1-8/23/21 Water Samples L0588697	215.00
	07/12 water Sample Analysis L0582447	1,000.00
	OLS Energy 06/15 L0578062	225.00
	06/18 water Sample Analysis L0577568	150.00
	Water Sample Analysys L0586909	275.00
	08/2021 Water Sample analysis L0588368	1,655.00
	EnvrnComRP1-8/03/21 Water Samples L0588673	1,655.00
	BP. Cake East (RP 2) L0588680	54.00
	Deer crk. Turner 3&4 LR L0588695	215.00
	EnvrnComRP1-8/23/21 Water Samples L0588696	215.00
	EUROFINS EATON ANALYTICAL LLC \$	5,659.00
ACH	MICROAGE	
	Service Agrmnt Replacmnt 2178094	28.90
	HPW 3PAR StoreServ 11/21-10/22 2178221	19,285.08
	MICROAGE \$	19,313.98
ACH	MNR CONSTRUCTION INC	
	RW15003.06-9/21 Pay Est 2 PE 2-RW15003.	184,561.25
	MNR CONSTRUCTION INC \$	184,561.25
ACH	CALIFORNIA WATER TECHNOLOGIES	
	RP2Ops-17,866.38 Lbs Ferric Chloride Sol 40160	5,638.90
	RP2Ops-18,575.40 Lbs Ferric Chloride Sol 40185	5,862.69
	Phills-17,417.40 Lbs Ferric Chloride Sol 40083	5,497.19
	Phills-16,946.44 Lbs Ferric Chloride Sol 40205	5,348.55
	Phills-17,130.88 Lbs Ferric Chloride Sol 40324	5,406.76
	CALIFORNIA WATER TECHNOLOGIES \$	27,754.09
ACH	FRESNO FIRST BANK	
	EN18006-9/21 Pay Est 14 PE 14-EN18006	8,985.00
	FRESNO FIRST BANK \$	8,985.00
ACH	JCE EQUIPMENT INC	
	HckryBsn-Ld/Hl/Dsps Silt,Trsh/Dbars Rmvl, 809	95,580.00
	JCE EQUIPMENT INC \$	95,580.00
ACH	MANAGED MOBILE INC	
	Repair Parts/Labor f/Veh 1804 IN00-0226556	452.31
	Repair Parts/Labor f/Veh 0613 IN00-0226557	510.20
	Repair Parts/Labor f/Veh 1813 IN00-0226560	486.04
	Repair Parts/Labor f/Veh 1501299 IN00-0226590	491.67

Check	Payee / Description	Amount
	Repair Parts/Labor f/Veh 1810 IN00-0226559	703.06
	Repair Parts/Labor f/Veh 1807 IN00-0226558	454.98
	Repair Parts/Labor f/Veh 1917 IN00-0226562	654.05
	Repair Parts/Labor f/Veh 1805 IN00-0226588	489.59
		- - - - -
	MANAGED MOBILE INC \$	4,241.90
ACH	PRIORITY BUILDING SERVICES LLC	
	Aug. 2021 Janitorial Services 78428	21,477.69
		- - - - -
	PRIORITY BUILDING SERVICES LLC\$	21,477.69
ACH	MWH CONSTRUCTORS INC	
	460002851-7/21 Professional Srvs 2021-30505777	7,395.00
	4600002851-8/21 Professional Servcs. 2021-30505777	29,870.22
		- - - - -
	MWH CONSTRUCTORS INC \$	37,265.22
ACH	STORETRIEVE LLC	
	09/2021 Crtn Pick Up / Dlvry/Strg 0163017	274.95
	Crtn Pkup. Dlvry, Storage Carton 0161316	274.95
		- - - - -
	STORETRIEVE LLC \$	549.90
ACH	YORKE ENGINEERING LLC	
	Air Quality, Environmental, & Safety Ser 26863	303.00
		- - - - -
	YORKE ENGINEERING LLC \$	303.00
ACH	THE SOLIS GROUP	
	EN170443.00 7/01-07/31 Prof. Servs. 7428	2,000.00
		- - - - -
	THE SOLIS GROUP \$	2,000.00
ACH	KIEWIT INFRASTRUCTURE WEST CO	
	EN17082-9/21 Pay Est 23 (#22=\$0.00) PE 23-EN17082	72,675.00
		- - - - -
	KIEWIT INFRASTRUCTURE WEST CO \$	72,675.00
ACH	SMARTCOVER SYSTEMS	
	09/17 SmartCover system Warranty 19619	1,293.32
		- - - - -
	SMARTCOVER SYSTEMS \$	1,293.32
ACH	AMTEC	
	Osorio,A/Rivera,P W/E 10/10/21 31.67/40 68461	2,550.10
	Osorio,A/Rivera,P W/E 9/5/21 31.5/40 Hou 68038	2,545.00
	Osorio,A/Rivera,P W/E 9/19/21 31.5/40 Ho 68242	2,545.00
	Osorio,A/Rivera,P W/E 9/12/21 24/30 Hour 68206	1,920.00
	Osorio,A/Rivera,P W/E 8/29/21 32/40 Hour 68014	2,560.00
	Osorio,A/Rivera,P W/E 9/26/21 15.75/40 H 68328	2,072.50
	Rivera,P W/E 8/15/21 40 Hours 67823	1,600.00
	Osorio,A/Rivera,P W/E 10/3/21 31.75/40 H 68355	2,552.50
		- - - - -
	AMTEC \$	18,345.10
ACH	STAPLES CONTRACT & COMMERCIAL	
	Post its, Pads , flip chart, gvydty inst 3485162042	285.26
	Pens, expo 8 color set, wall cldr. yarly 3485162043	83.52

Check	Payee / Description	Amount
	Camb. action plnr, evid glue. gook steno 3484154374	96.91
	Reinforced fFillr PPR 3484154375	24.36
	Pilot G2 Retrct Gel 3482693996	22.50
	Gel Mouse Pd. 3485162041	16.47
	Pentel Twist-Erase, Post Its, plastic cl 3485162044	47.05
		- - - - -
	STAPLES CONTRACT & COMMERCIAL \$	576.07
ACH	LIBERTY LANDSCAPING INC	
	RP5-Rplc Broken Valve 101426	275.96
	RP4-Rplc Ball Valves,Broken Valve Box 100006	551.17
	PrdPrkLfStn-Rmv Brnchs Ovfhngng Fnc,Rmv 99266	900.00
	RP2-Trm Brnchs Blckng Cmrs,Cln Up Dd Brn 99237	922.50
	HQ-Rmv Lrg Dd Sycmr Tr/Brnch/Scn Dd Tr, 99236	2,840.00
		- - - - -
	LIBERTY LANDSCAPING INC \$	5,489.63
ACH	ERAMOSA INTERNATIONAL INC	
	EN13016 06/26-07/30 Prof. Srvs US23520-11	68,081.25
		- - - - -
	ERAMOSA INTERNATIONAL INC \$	68,081.25
ACH	FRESNO FIRST BANK	
	EN19006-9/21 Pay Est 11 PE 11-EN19006	122,899.71
	EN19001-9/21 Pay Est 11 PE 11-EN19001	107,230.57
	EN19001-5/21 Pay Est 7 Correction PE 7-EN19001-	172.40-
		- - - - -
	FRESNO FIRST BANK \$	229,957.88
ACH	BANNER BANK	
	EN17110.03-9/21 Pay Est 14 PE 14-EN17110	13,819.49
		- - - - -
	BANNER BANK \$	13,819.49
ACH	BLUE RIBBON CORP	
	WR20013-Water Tests 30869	1,930.24
		- - - - -
	BLUE RIBBON CORP \$	1,930.24
ACH	METRO BUILDERS & ENGINEERS GRP	
	RW15003.05-9/21 Pay Est 1 PE 1-RW15003.	90,877.00
		- - - - -
	METRO BUILDERS & ENGINEERS GRP\$	90,877.00
ACH	STORMWIND LLC	
	AAXMO Ultimate 2 Access 37915	2,580.00
	AAXMO Ultimate Access 36569	6,450.00
		- - - - -
	STORMWIND LLC \$	9,030.00
ACH	SO CALIF EDISON	
	HckryDm-9/7-10/6 13400 Whittram Ave 8000257085 9/	243.03
	JrpBsn-9/7-10/6 13450 Jurupa 8000401711 9/	700.27
	RP4-9/3-10/5 12811 6th St 8000598564 9/	504.54
	ZnRsvr-9/3-10/5 12749 6th St 8002740158 9/	325.92
	OntLS-9/2-10/4 2525 Riverside Dr 8001610323 9/	39.32
	RP5/TP5/HQA/B-8/30-9/28 6075 Kimball Ave 8002326317 9/	186,098.35
	RP1-8/5-9/2 2450 Phila St 8000032453 8/	229,760.23
	RP4/TP4/RCA-9/3-10/5 12811 6th St 8000036690 9/	278,771.43

Check	Payee / Description	Amount
	MntclLS-9/9-10/10 34 Palmetto-Phila 8000031789 9/	1,454.11
	PhillLS-9/7-10/6 1818 Phila St 8000031143 9/	9,435.64
	DclzBsn-9/1-10/3 13978 Phila 8002283946 9/	170.61
	BnaBsn-9/7-10/6 14017 Whittram Ped 8004504662 9/	76.70
	ElyBsn-9/7-10/6 1665 Phila Ave 8000057558 9/	76.19
		- - - - -
	SO CALIF EDISON \$	707,656.34
ACH	LEVEL 3 COMMUNICATIONS LLC	
	10/2021 993-1600 246213747	930.91
		- - - - -
	LEVEL 3 COMMUNICATIONS LLC \$	930.91
ACH	IEUA EMPLOYEES' ASSOCIATION	
	P/R 21 10/22/21 Employee Ded HR 0101000	183.00
		- - - - -
	IEUA EMPLOYEES' ASSOCIATION \$	183.00
ACH	IEUA SUPERVISORS UNION ASSOCIA	
	P/R 21 10/22/21 Employee Ded HR 0101000	315.00
		- - - - -
	IEUA SUPERVISORS UNION ASSOCIA\$	315.00
ACH	IEUA GENERAL EMPLOYEES ASSOCIA	
	P/R 21 10/22/21 Employee Ded HR 0101000	956.60
		- - - - -
	IEUA GENERAL EMPLOYEES ASSOCIA\$	956.60
ACH	INLAND EMPIRE UNITED WAY	
	P/R 21 10/22/21 Employee Ded HR 0101000	46.00
		- - - - -
	INLAND EMPIRE UNITED WAY \$	46.00
ACH	IEUA PROFESSIONAL EMPLOYEES AS	
	P/R 21 10/22/21 Employee Ded HR 0101000	612.00
		- - - - -
	IEUA PROFESSIONAL EMPLOYEES AS\$	612.00
ACH	WEX HEALTH INC	
	P/R 21 10/22/21 Cafeteria Plan HR 0101000	3,406.04
		- - - - -
	WEX HEALTH INC \$	3,406.04
ACH	CITY EMPLOYEES ASSOCIATES	
	P/R 21 10/22/21 Employee Ded HR 0101000	352.50
		- - - - -
	CITY EMPLOYEES ASSOCIATES \$	352.50
ACH	CARL H TAYLOR III	
	P/R 21 10/22/21 HR 0101000	147.63
		- - - - -
	CARL H TAYLOR III \$	147.63
ACH	JWC ENVIRONMENTAL LLC	
	RP1Mnt-Muffin Monster Renew 107624	11,182.30
	RP1Mnt-Motor Controller 107538	17,712.11
		- - - - -
	JWC ENVIRONMENTAL LLC \$	28,894.41

Check	Payee / Description	Amount
ACH	W M LYLES COMPANY EN19006-9/21 Pay Est 11	2,335,094.43
	W M LYLES COMPANY	\$ 2,335,094.43
ACH	AGILENT TECHNOLOGIES	
	WQLab-Terphenyl,Methyl Pentanone	121360775 114.35
	WQLab-Acrolein and Acylonitrile	121576254 40.62
	WQLab-GC/MSS Prfmnc Chcks,Brmflrbnzns,Ch	121576253 365.79
	WQLab-Screw Caps-Red,Liner)-Rings,Gold	121586803 1,108.13
	WQLab-Triple Quadrupole LC/MS System	121487253 311,890.40
	WQLab-Purgeable Standard	121686506 142.26
	WQLab-Gallium Standard	121585784 33.12
	WQLab-EPA Method 200.8 Std. B	121612666 59.28
	WQLab-ICP-MS Internal Std Mix	121586808 184.03
	WQLab-Column Nut	121758470 188.29
	WQLab-Benzidiness	121865985 151.91
	WQLab-Vials-Crimp/Snap	121891853 233.61
	WQLab-St Assmblys,ESI-L Lw Cncntrtn Thng	121967639 1,621.19
	WQLab-Infinity Lab PFC Delay Columns	121976072 1,302.53
	WQLab-Snap Caps	121952249 118.46
	WQLab-Base-Neutral Extractables Stds	121975463 524.73
	AGILENT TECHNOLOGIES	\$ 318,078.70
ACH	BREIG, ANNA Reim Monthly Health Prem	HEALTH PREM 181.48
	BREIG, ANNA	\$ 181.48
ACH	ESTRADA, JIMMIE J Reim Monthly Health Prem	HEALTH PREM 505.96
	ESTRADA, JIMMIE J	\$ 505.96
ACH	HORNE, WILLIAM Reim Monthly Health Prem	HEALTH PREM 505.96
	HORNE, WILLIAM	\$ 505.96
ACH	LICHTI, ALICE Reim Monthly Health Prem	HEALTH PREM 181.48
	LICHTI, ALICE	\$ 181.48
ACH	NOWAK, THEO T Reim Monthly Health Prem	HEALTH PREM 491.96
	NOWAK, THEO T	\$ 491.96
ACH	MILLER, ELMER L Reim Monthly Health Prem	HEALTH PREM 851.32
	MILLER, ELMER L	\$ 851.32
ACH	DYKSTRA, BETTY Reim Monthly Health Prem	HEALTH PREM 181.48
	DYKSTRA, BETTY	\$ 181.48

Check	Payee / Description	Amount
ACH	MUELLER, CAROLYN Reim Monthly Health Prem	HEALTH PREM 181.48
	MUELLER, CAROLYN	\$ 181.48
ACH	GRIFFIN, GEORGE Reim Monthly Health Prem	HEALTH PREM 181.48
	GRIFFIN, GEORGE	\$ 181.48
ACH	CANADA, ANGELA Reim Monthly Health Prem	HEALTH PREM 181.48
	CANADA, ANGELA	\$ 181.48
ACH	CUPERSMITH, LEIZAR Reim Monthly Health Prem	HEALTH PREM 181.48
	CUPERSMITH, LEIZAR	\$ 181.48
ACH	HOBBS, DIANA Reim Monthly Health Prem	HEALTH PREM 505.96
	HOBBS, DIANA	\$ 505.96
ACH	DELGADO-ORAMAS JR, JOSE Reim Monthly Health Prem	HEALTH PREM 324.48
	DELGADO-ORAMAS JR, JOSE	\$ 324.48
ACH	GRANGER, BRANDON Reim Monthly Health Prem	HEALTH PREM 158.74
	GRANGER, BRANDON	\$ 158.74
ACH	GADDY, CHARLES L Reim Monthly Health Prem	HEALTH PREM 158.74
	GADDY, CHARLES L	\$ 158.74
ACH	BAKER, CHRIS Reim Monthly Health Prem	HEALTH PREM 15.74
	BAKER, CHRIS	\$ 15.74
ACH	WEBB, DANNY C Reim Monthly Health Prem	HEALTH PREM 143.00
	WEBB, DANNY C	\$ 143.00
ACH	HUMPHREYS, DEBORAH E Reim Monthly Health Prem	HEALTH PREM 162.24
	HUMPHREYS, DEBORAH E	\$ 162.24
ACH	MOUAT, FREDERICK W Reim Monthly Health Prem	HEALTH PREM 162.24

Check		Payee / Description	Amount
		MOUAT, FREDERICK W	\$ 162.24
ACH	MORGAN, GARTH W	Reim Monthly Health Prem	HEALTH PREM 143.00
		MORGAN, GARTH W	\$ 143.00
ACH	ALLINGHAM, JACK	Reim Monthly Health Prem	HEALTH PREM 19.24
		ALLINGHAM, JACK	\$ 19.24
ACH	MAZUR, JOHN	Reim Monthly Health Prem	HEALTH PREM 497.16
		MAZUR, JOHN	\$ 497.16
ACH	HAMILTON, MARIA	Reim Monthly Health Prem	HEALTH PREM 143.00
		HAMILTON, MARIA	\$ 143.00
ACH	RAMOS, CAROL	Reim Monthly Health Prem	HEALTH PREM 19.24
		RAMOS, CAROL	\$ 19.24
ACH	FISHER, JAY	Reim Monthly Health Prem	HEALTH PREM 143.00
		FISHER, JAY	\$ 143.00
ACH	KING, PATRICK	Reim Monthly Health Prem	HEALTH PREM 19.24
		KING, PATRICK	\$ 19.24
ACH	DIETZ, JUDY	Reim Monthly Health Prem	HEALTH PREM 143.00
		DIETZ, JUDY	\$ 143.00
ACH	DAVIS, GEORGE	Reim Monthly Health Prem	HEALTH PREM 15.74
		DAVIS, GEORGE	\$ 15.74
ACH	MONZAVI, TAGHI	Reim Monthly Health Prem	HEALTH PREM 19.24
		MONZAVI, TAGHI	\$ 19.24
ACH	PETERSEN, KENNETH	Reim Monthly Health Prem	HEALTH PREM 181.48
		PETERSEN, KENNETH	\$ 181.48
ACH	TRAUTERMAN, HELEN	Reim Monthly Health Prem	HEALTH PREM 181.48

Check	Payee / Description	Amount
	TRAUTERMAN, HELEN	\$ 181.48
ACH	TIEGS, KATHLEEN Reim Monthly Health Prem	HEALTH PREM 505.96
	TIEGS, KATHLEEN	\$ 505.96
ACH	DIGGS, GEORGE Reim Monthly Health Prem	HEALTH PREM 505.96
	DIGGS, GEORGE	\$ 505.96
ACH	HAYES, KENNETH Reim Monthly Health Prem	HEALTH PREM 505.96
	HAYES, KENNETH	\$ 505.96
ACH	RODRIGUEZ, LOUIS Reim Monthly Health Prem	HEALTH PREM 162.24
	RODRIGUEZ, LOUIS	\$ 162.24
ACH	VARBEL, VAN Reim Monthly Health Prem	HEALTH PREM 324.48
	VARBEL, VAN	\$ 324.48
ACH	CLIFTON, NEIL Reim Monthly Health Prem	HEALTH PREM 324.48
	CLIFTON, NEIL	\$ 324.48
ACH	WELLMAN, JOHN THOMAS Reim Monthly Health Prem	HEALTH PREM 324.48
	WELLMAN, JOHN THOMAS	\$ 324.48
ACH	TROXEL, WYATT Reim Monthly Health Prem	HEALTH PREM 181.48
	TROXEL, WYATT	\$ 181.48
ACH	CORLEY, WILLIAM Reim Monthly Health Prem	HEALTH PREM 324.48
	CORLEY, WILLIAM	\$ 324.48
ACH	CALLAHAN, CHARLES Reim Monthly Health Prem	HEALTH PREM 15.74
	CALLAHAN, CHARLES	\$ 15.74
ACH	LESNIAKOWSKI, NORBERT Reim Monthly Health Prem	HEALTH PREM 189.48
	LESNIAKOWSKI, NORBERT	\$ 189.48
ACH	VER STEEG, ALLEN J	

Check	Payee / Description	Amount
	Reim Monthly Health Prem	HEALTH PREM 158.74
	VER STEEG, ALLEN J	\$ 158.74
ACH	HACKNEY, GARY	
	Reim Monthly Health Prem	HEALTH PREM 497.16
	HACKNEY, GARY	\$ 497.16
ACH	TOL, HAROLD	
	Reim Monthly Health Prem	HEALTH PREM 181.48
	TOL, HAROLD	\$ 181.48
ACH	BANKSTON, GARY	
	Reim Monthly Health Prem	HEALTH PREM 181.48
	BANKSTON, GARY	\$ 181.48
ACH	ATWATER, RICHARD	
	Reim Monthly Health Prem	HEALTH PREM 143.00
	ATWATER, RICHARD	\$ 143.00
ACH	FIESTA, PATRICIA	
	Reim Monthly Health Prem	HEALTH PREM 324.48
	FIESTA, PATRICIA	\$ 324.48
ACH	DIGGS, JANET	
	Reim Monthly Health Prem	HEALTH PREM 648.96
	DIGGS, JANET	\$ 648.96
ACH	CARAZA, TERESA	
	Reim Monthly Health Prem	HEALTH PREM 19.24
	CARAZA, TERESA	\$ 19.24
ACH	ANDERSON, JOHN L	
	Reim Monthly Health Prem	HEALTH PREM 505.96
	ANDERSON, JOHN L	\$ 505.96
ACH	SANTA CRUZ, JACQUELYN	
	Reim Monthly Health Prem	HEALTH PREM 698.11
	SANTA CRUZ, JACQUELYN	\$ 698.11
ACH	HECK, ROSELYN	
	Reim Monthly Health Prem	HEALTH PREM 19.24
	HECK, ROSELYN	\$ 19.24
ACH	SOPICKI, LEO	
	Reim Monthly Health Prem	HEALTH PREM 317.48
	SOPICKI, LEO	\$ 317.48

Check	Payee / Description	Amount
ACH	GOSE, ROSEMARY Reim Monthly Health Prem	HEALTH PREM 143.00
	GOSE, ROSEMARY	\$ 143.00
ACH	KEHL, BARRETT Reim Monthly Health Prem	HEALTH PREM 143.00
	KEHL, BARRETT	\$ 143.00
ACH	RITCHIE, JANN Reim Monthly Health Prem	HEALTH PREM 143.00
	RITCHIE, JANN	\$ 143.00
ACH	LONG, ROCKWELL DEE Reim Monthly Health Prem	HEALTH PREM 354.16
	LONG, ROCKWELL DEE	\$ 354.16
ACH	FATTAHI, MIR Reim Monthly Health Prem	HEALTH PREM 143.00
	FATTAHI, MIR	\$ 143.00
ACH	VERGARA, FLORENTINO Reim Monthly Health Prem	HEALTH PREM 324.48
	VERGARA, FLORENTINO	\$ 324.48
ACH	WALL, DAVID Reim Monthly Health Prem	HEALTH PREM 334.92
	WALL, DAVID	\$ 334.92
ACH	CHUNG, MICHAEL Reim Monthly Health Prem	HEALTH PREM 162.24
	CHUNG, MICHAEL	\$ 162.24
ACH	ADAMS, PAMELA Reim Monthly Health Prem	HEALTH PREM 19.24
	ADAMS, PAMELA	\$ 19.24
ACH	BLASINGAME, MARY Reim Monthly Health Prem	HEALTH PREM 526.84
	BLASINGAME, MARY	\$ 526.84
ACH	ANDERSON, KENNETH Reim Monthly Health Prem	HEALTH PREM 162.24
	ANDERSON, KENNETH	\$ 162.24
ACH	MOE, JAMES Reim Monthly Health Prem	HEALTH PREM 19.24
	MOE, JAMES	\$ 19.24

Check Payee / Description	Amount
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ACH	POLACEK, KEVIN Reim Monthly Health Prem	HEALTH PREM	669.84
		-	-
	POLACEK, KEVIN	\$	669.84
ACH	ELROD, SONDR Reim Monthly Health Prem	HEALTH PREM	162.24
		-	-
	ELROD, SONDR	\$	162.24
ACH	FRAZIER, JACK Reim Monthly Health Prem	HEALTH PREM	19.24
		-	-
	FRAZIER, JACK	\$	19.24
ACH	HOAK, JAMES Reim Monthly Health Prem	HEALTH PREM	143.00
		-	-
	HOAK, JAMES	\$	143.00
ACH	DEZHAM, PARIVASH Reim Monthly Health Prem	HEALTH PREM	19.24
		-	-
	DEZHAM, PARIVASH	\$	19.24
ACH	FOLEY III, DANIEL J. Reim Monthly Health Prem	HEALTH PREM	191.92
		-	-
	FOLEY III, DANIEL J.	\$	191.92
ACH	CLEVELAND, JAMES Reim Monthly Health Prem	HEALTH PREM	143.00
		-	-
	CLEVELAND, JAMES	\$	143.00
ACH	LANGNER, CAMERON Reim Monthly Health Prem	HEALTH PREM	670.64
		-	-
	LANGNER, CAMERON	\$	670.64
ACH	HAMILTON, LEANNE Reim Monthly Health Prem	HEALTH PREM	19.24
		-	-
	HAMILTON, LEANNE	\$	19.24
ACH	HOOSHMAND, RAY Reim Monthly Health Prem	HEALTH PREM	143.00
		-	-
	HOOSHMAND, RAY	\$	143.00
ACH	SCHLAPKOHL, JACK Reim Monthly Health Prem	HEALTH PREM	143.00
		-	-
	SCHLAPKOHL, JACK	\$	143.00
ACH	POOLE, PHILLIP Reim Monthly Health Prem	HEALTH PREM	191.92
		-	-

Check	Payee / Description	Amount
	POOLE, PHILLIP	\$ 191.92
ACH	ADAMS, BARBARA Reim Monthly Health Prem	HEALTH PREM 162.24
	ADAMS, BARBARA	\$ 162.24
ACH	RUESCH, GENECE Reim Monthly Health Prem	HEALTH PREM 181.48
	RUESCH, GENECE	\$ 181.48
ACH	VANDERPOOL, LARRY Reim Monthly Health Prem	HEALTH PREM 535.82
	VANDERPOOL, LARRY	\$ 535.82
ACH	AMBROSE, JEFFREY Reim Monthly Health Prem	HEALTH PREM 324.48
	AMBROSE, JEFFREY	\$ 324.48
ACH	MERRILL, DIANE Reim Monthly Health Prem	HEALTH PREM 520.08
	MERRILL, DIANE	\$ 520.08
ACH	HOUSER, ROD Reim Monthly Health Prem	HEALTH PREM 678.82
	HOUSER, ROD	\$ 678.82
ACH	RUSSO, VICKI Reim Monthly Health Prem	HEALTH PREM 191.92
	RUSSO, VICKI	\$ 191.92
ACH	HUSS, KERRY Reim Monthly Health Prem	HEALTH PREM 897.15
	HUSS, KERRY	\$ 897.15
ACH	BINGHAM, GREGG Reim Monthly Health Prem	HEALTH PREM 354.16
	BINGHAM, GREGG	\$ 354.16
ACH	CHARLES, DAVID Reim Monthly Health Prem	HEALTH PREM 143.00
	CHARLES, DAVID	\$ 143.00
ACH	YEBOAH, ERNEST Reim Monthly Health Prem	HEALTH PREM 143.00
	YEBOAH, ERNEST	\$ 143.00
ACH	ALVARADO, ROSEMARY Reim Monthly Health Prem	HEALTH PREM 181.48

Check		Payee / Description	Amount
		ALVARADO, ROSEMARY	\$ 181.48
ACH	BARELA, GEORGE	Reim Monthly Health Prem	HEALTH PREM 143.00
	BARELA, GEORGE		\$ 143.00
ACH	FETZER, ROBERT	Reim Monthly Health Prem	HEALTH PREM 669.84
	FETZER, ROBERT		\$ 669.84
ACH	SPAETH, ERIC	Reim Monthly Health Prem	HEALTH PREM 19.24
	SPAETH, ERIC		\$ 19.24
ACH	DAVIS, MARTHA	Reim Monthly Health Prem	HEALTH PREM 19.24
	DAVIS, MARTHA		\$ 19.24
ACH	BRULE, CHRISTOPHER	Reim Monthly Health Prem	HEALTH PREM 191.92
	BRULE, CHRISTOPHER		\$ 191.92
ACH	ROOS, JAMES	Reim Monthly Health Prem	HEALTH PREM 354.16
	ROOS, JAMES		\$ 354.16
ACH	MULLANEY, JOHN	Reim Monthly Health Prem	HEALTH PREM 334.92
	MULLANEY, JOHN		\$ 334.92
ACH	VALENZUELA, DANIEL	Reim Monthly Health Prem	HEALTH PREM 526.84
	VALENZUELA, DANIEL		\$ 526.84
ACH	PACE, BRIAN	Reim Monthly Health Prem	HEALTH PREM 526.84
	PACE, BRIAN		\$ 526.84
ACH	KING, JOSEPH	Reim Monthly Health Prem	HEALTH PREM 143.00
	KING, JOSEPH		\$ 143.00
ACH	VILLALOBOS, HECTOR	Reim Monthly Health Prem	HEALTH PREM 191.92
	VILLALOBOS, HECTOR		\$ 191.92
ACH	BAXTER, KATHLEEN		

Check	Payee / Description	Amount
	Reim Monthly Health Prem	HEALTH PREM 191.92
	BAXTER, KATHLEEN	\$ 191.92
ACH	PENMAN, DAVID	
	Reim Monthly Health Prem	HEALTH PREM 526.84
	PENMAN, DAVID	\$ 526.84
ACH	ANGIER, RICHARD	
	Reim Monthly Health Prem	HEALTH PREM 526.84
	ANGIER, RICHARD	\$ 526.84
ACH	MERRILL, DEBORAH	
	Reim Monthly Health Prem	HEALTH PREM 181.48
	MERRILL, DEBORAH	\$ 181.48
ACH	O'DEA, KRISTINE	
	Reim Monthly Health Prem	HEALTH PREM 162.24
	O'DEA, KRISTINE	\$ 162.24
ACH	OAKDEN, LISA	
	Reim Monthly Health Prem	HEALTH PREM 870.79
	OAKDEN, LISA	\$ 870.79
ACH	LAUGHLIN, JOHN	
	Reim Monthly Health Prem	HEALTH PREM 143.00
	LAUGHLIN, JOHN	\$ 143.00
ACH	HUGHBANKS, ROGER	
	Reim Monthly Health Prem	HEALTH PREM 191.92
	HUGHBANKS, ROGER	\$ 191.92
ACH	SPENDLOVE, DANNY	
	Reim Monthly Health Prem	HEALTH PREM 162.24
	SPENDLOVE, DANNY	\$ 162.24
ACH	HOULIHAN, JESSE	
	Reim Monthly Health Prem	HEALTH PREM 191.92
	HOULIHAN, JESSE	\$ 191.92
ACH	WARMAN, EVELYN	
	Reim Monthly Health Prem	HEALTH PREM 19.24
	WARMAN, EVELYN	\$ 19.24
ACH	HERNANDEZ, DELIA	
	Reim Monthly Health Prem	HEALTH PREM 191.92
	HERNANDEZ, DELIA	\$ 191.92

Check	Payee / Description	Amount
ACH	AVILA, ARTHUR L Reim Monthly Health Prem	HEALTH PREM 191.92
	AVILA, ARTHUR L	\$ 191.92
ACH	GUARDIANO, GARY Reim Monthly Health Prem	HEALTH PREM 162.24
	GUARDIANO, GARY	\$ 162.24
ACH	POMERLEAU, THOMAS Reim Monthly Health Prem	HEALTH PREM 19.24
	POMERLEAU, THOMAS	\$ 19.24
ACH	BARRER, SATURNINO Reim Monthly Health Prem	HEALTH PREM 334.92
	BARRER, SATURNINO	\$ 334.92
ACH	LACEY, STEVEN Reim Monthly Health Prem	HEALTH PREM 727.79
	LACEY, STEVEN	\$ 727.79
ACH	MILLS, JOHN Reim Monthly Health Prem	HEALTH PREM 19.24
	MILLS, JOHN	\$ 19.24
ACH	REED, RANDALL Reim Monthly Health Prem	HEALTH PREM 669.84
	REED, RANDALL	\$ 669.84
ACH	RAMIREZ, REBECCA Reim Monthly Health Prem	HEALTH PREM 334.92
	RAMIREZ, REBECCA	\$ 334.92
ACH	RAZAK, HALLA Reim Monthly Health Prem	HEALTH PREM 143.00
	RAZAK, HALLA	\$ 143.00
ACH	OSBORN, CINDY L Reim Monthly Health Prem	HEALTH PREM 334.92
	OSBORN, CINDY L	\$ 334.92
ACH	FESTA, GARY Reim Monthly Health Prem	HEALTH PREM 263.82
	FESTA, GARY	\$ 263.82
ACH	MENDEZ, DAVID G Reim Monthly Health Prem	HEALTH PREM 354.16
	MENDEZ, DAVID G	\$ 354.16

Check	Payee / Description	Amount
ACH	DELGADO, FLOR MARIA Reim Monthly Health Prem	HEALTH PREM 143.00
	DELGADO, FLOR MARIA	\$ 143.00
ACH	GROENVELD, NELLETJE Reim Monthly Health Prem	HEALTH PREM 191.92
	GROENVELD, NELLETJE	\$ 191.92
ACH	BATONGMALAQUE, CHARLIE L Reim Monthly Health Prem	HEALTH PREM 555.11
	BATONGMALAQUE, CHARLIE L	\$ 555.11
ACH	BOBBITT, JOHN Reim Monthly Health Prem	HEALTH PREM 143.00
	BOBBITT, JOHN	\$ 143.00
ACH	NEIGHBORS, CLAUDIA Reim Monthly Health Prem	HEALTH PREM 191.92
	NEIGHBORS, CLAUDIA	\$ 191.92
ACH	JONES, LONDON S Reim Monthly Health Prem	HEALTH PREM 15.74
	JONES, LONDON S	\$ 15.74
ACH	CHENG, TINA Y Reim Monthly Health Prem	HEALTH PREM 181.48
	CHENG, TINA Y	\$ 181.48
ACH	JACKSON, PATRICIA M Reim Monthly Health Prem	HEALTH PREM 162.24
	JACKSON, PATRICIA M	\$ 162.24
ACH	GIBSON, CONSTANCE A Reim Monthly Health Prem	HEALTH PREM 143.00
	GIBSON, CONSTANCE A	\$ 143.00
ACH	GU, JASON Reim Monthly Health Prem	HEALTH PREM 162.24
	GU, JASON	\$ 162.24
ACH	KOPP, LINDA L Reim Monthly Health Prem	HEALTH PREM 19.24
	KOPP, LINDA L	\$ 19.24
ACH	SCHERCK, JOHN Reim Monthly Health Prem	HEALTH PREM 334.89

Check		Payee / Description	Amount
		SCHERCK, JOHN	\$ 334.89
ACH	WOODRUFF, APRIL F	Reim Monthly Health Prem	HEALTH PREM 191.92
			- - - - -
		WOODRUFF, APRIL F	\$ 191.92
ACH	ELEBY, CRYSTAL	Reim Monthly Health Prem	HEALTH PREM 377.08
			- - - - -
		ELEBY, CRYSTAL	\$ 377.08
ACH	BUCHANAN, JAMES S	Reim Monthly Health Prem	HEALTH PREM 143.00
			- - - - -
		BUCHANAN, JAMES S	\$ 143.00
ACH	LUCAS, LARRY	Reim Monthly Health Prem	HEALTH PREM 143.00
			- - - - -
		LUCAS, LARRY	\$ 143.00
ACH	LOPEZ, MARK A	Reim Monthly Health Prem	HEALTH PREM 334.92
			- - - - -
		LOPEZ, MARK A	\$ 334.92
ACH	SANTA CRUZ, VICTOR	Reim Monthly Health Prem	HEALTH PREM 555.11
			- - - - -
		SANTA CRUZ, VICTOR	\$ 555.11
ACH	TRAUGOTT, JEFFREY P	Reim Monthly Health Prem	HEALTH PREM 334.92
			- - - - -
		TRAUGOTT, JEFFREY P	\$ 334.92
ACH	RIVERA, VINCENT J	Reim Monthly Health Prem	HEALTH PREM 669.84
			- - - - -
		RIVERA, VINCENT J	\$ 669.84
ACH	DOAN, KHANH V	Reim Monthly Health Prem	HEALTH PREM 669.84
			- - - - -
		DOAN, KHANH V	\$ 669.84
ACH	ARGUELLES, ALEX	Reim Monthly Health Prem	HEALTH PREM 727.79
			- - - - -
		ARGUELLES, ALEX	\$ 727.79
ACH	PROCTOR, CRAIG	Reim Monthly Health Prem	HEALTH PREM 727.79
			- - - - -
		PROCTOR, CRAIG	\$ 727.79
ACH	STONE, VICTORIA L	Reim Monthly Health Prem	HEALTH PREM 526.84

Check	Payee / Description	Amount
	STONE, VICTORIA L \$	526.84
ACH	KREIMEYER, CARL L Reim Monthly Health Prem HEALTH PREM	334.92
	KREIMEYER, CARL L \$	334.92
ACH	CHAVEZ, NESTOR Reim Monthly Health Prem HEALTH PREM	334.92
	CHAVEZ, NESTOR \$	334.92
ACH	MCCHRISTY, KAREN Reim Monthly Health Prem HEALTH PREM	162.24
	MCCHRISTY, KAREN \$	162.24
ACH	ROSALES, TIMOTEO P Reim Monthly Health Prem HEALTH PREM	669.84
	ROSALES, TIMOTEO P \$	669.84
ACH	PELLY, GARY Reim Monthly Health Prem HEALTH PREM	334.92
	PELLY, GARY \$	334.92
ACH	GUTIERREZ, MICHAEL C Reim Monthly Health Prem HEALTH PREM	354.16
	GUTIERREZ, MICHAEL C \$	354.16
ACH	AQUA BEN CORPORATION 275 Gal. Tote 43375 4,510.42 275 Gal. Tote 43376 23,592.94	
	AQUA BEN CORPORATION \$	28,103.36
ACH	HASCO OIL COMPANY, INC. RP1-Hassco Oil 0242086-IN 1,076.47	
	HASCO OIL COMPANY, INC. \$	1,076.47
ACH	HOME DEPOT CREDIT SERVICES RP4Ops-Cll Shd,Mtl Hndls,Spry Pnts,Scssr 8015733 211.38 GWR-Ext Wht Pnts,Empty Pnt Cns,Glvs,Knt 1060311 523.56 RW-Extension Cord,Braided Nylon/Poly Cor 3072162 50.72 GWR-MKE Shockwave Set 3903697 32.87 GWR-Cobalt Red Helix Drill Bit Kit 1944849 106.09 GWR-Schedules,Elbows,Couplings 1181723 106.82 HQMgt-3 Shelf I-Beam 3973950 182.10 GWR-Padlocks,Heat Shrink Tubing 0610217 59.67 CCWRPMnt-ScrchBl Tps,Spng Blcks,Mn Rllr 3613070 138.01 CCWRPMnt-Rod Coupling Nuts,Sprayer-1 Gal 1510587 28.77 RP5-Clmp Sts,Brnzmtcs,Cl Ft Infiltr/Gg,Pl 2515088 131.37 RP2Mnt-Nipples,Watch/Elect Batteries,Loc 6611974 34.50 RP1Mnt-Wood,Washers,Bolts,Nuts 2191708 188.64	

Check	Payee / Description	Amount
	HOME DEPOT CREDIT SERVICES \$	1,794.50
ACH	ROYAL INDUSTRIAL SOLUTIONS	
	Cable, DPlX Box, Anti Short Box, Caqble 6441-1028555	354.42
	3/4 PVC Coted Hub 6441-1031273	755.08
	Spring Nut 6441-1029436	287.05
	Fulham Led , Everline Led Battery 6441-1026452	364.20
	SCKT Screw Terminal Dplx Rcpt. 6441-1033511	342.99
	2P 10A CB 6441-1033688	188.26
	Flex Conn, Red Brushes 6441-1033689	212.99
	Liq.Tite flex,Post Base,Nut 6441-1033935	3,539.94
	coding Tape, VA UPS Led Emerg.lte, 6441-1032892	3,862.91
	Graphic Term 6441-1032210	3,280.47
		- - - - -
	ROYAL INDUSTRIAL SOLUTIONS \$	13,188.31
ACH	WAXIE SANITARY SUPPLY	
	Hand Soap 80281412	53.16
	Wte Bat, Clean and Soft Kitchen,MIC Stee 80332734	2,809.07
		- - - - -
	WAXIE SANITARY SUPPLY \$	2,862.23
ACH	WEST VALLEY MOSQUITO AND	
	9/21 Midge Control F/Recharge 2718	4,205.06
		- - - - -
	WEST VALLEY MOSQUITO AND \$	4,205.06
ACH	PETE'S ROAD SERVICE	
	Replace 2 Bad Tires on Trailer 532666-00	337.08
	RP1 Replace both Steer Tires on Truck #1 530109-00	793.83
	Flat Tire and ligh Repair and Yard ser 530095-00	126.20
		- - - - -
	PETE'S ROAD SERVICE \$	1,257.11
ACH	GRAINGER INC	
	RP1Mnt-Handrail Extension 9007245559	303.68
	RP5Mnt-AC Gearmotor Name Plate 9969592568	101.61
	RP5Mnt-Oil Filters f/50-100 HP Compresso 9968257916	920.13
	1630EPmpStn-Blding Wrs-Blk/Wht/Grn,GP Rl 9967125486	465.96
	RP1Mnt-Flow Control Valves,Hand Rachet 9962225976	140.76
	RP1Mnt-Handrail Extension 9019797118	303.68
	RP1Mnt-RTV-Handrail Extension 9019640383	303.68
		- - - - -
	GRAINGER INC \$	1,932.14
ACH	CHINO BASIN WATERMASTER	
	50% Cost Sharing-Model Meetings, Technic 2021-07-A	3,676.13
	67% Cost Sharing-WEI Invoice 2046100 2021-07-C	21,026.73
	100% Split for IEUA-WEI Invoice 2046101 2021-07-D	41,186.75
	50% Cost Sharing-Model Meetings, Technic 2021-08-A	4,409.25
	100% Split for IEUA-WEI Invoice 2046588 2021-08-D	26,682.64
	67% Cost Sharing-WEI Invoice 2046586 2021-08-C	8,468.63
		- - - - -
	CHINO BASIN WATERMASTER \$	105,450.13
ACH	FASTENAL COMPANY	
	Inv-Hard Hats w/Logo CACHN36305	2,002.53
		- - - - -
	FASTENAL COMPANY \$	2,002.53

Check Payee / Description	Amount
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ACH	MIDPOINT BEARING NTN-R8LLUC3	1033140		97.67
			- - - - -	-
	MIDPOINT BEARING	\$		97.67
ACH	INDUSTRIAL SUPPLY CO 1/2" Sharkle	5365		1,553.76
			- - - - -	-
	INDUSTRIAL SUPPLY CO	\$		1,553.76
ACH	WILLIAMS SCOTSMAN INC WR22028-9/24-10/6 Chino Basin Project Tr	9011735371		936.31-
	WR22028-Chino Basin Project Trailer Modi	9011771682		6,199.67
	WR22028-9/7-10/6 Chino Basin Project Tra	9011518420		2,184.49
			- - - - -	-
	WILLIAMS SCOTSMAN INC	\$		7,447.85
ACH	PARSONS WATER & INFRASTRUCTURE EN19001/EN19006-7/31-8/27 Profess. Svcs	2109A351		300,235.18
			- - - - -	-
	PARSONS WATER & INFRASTRUCTURE	\$		300,235.18
ACH	HACH COMPANY TP1Ops-Nitrite TNT+ LR,DPD Ttl Blk Dspns	12598598		1,589.53
	RP4Ops-Filter Modules	12656254		5,183.25
	Inv-Digital ORP Sensor PEEK Convertible	12641471		1,452.37
	RP1Mnt-DR300 Pocket Colorimeter	12646456		479.06
	RP1Mnt-DR300 Pocket Colorimeter	12638839		579.64
	TP1Mnt-Dpd Free Bulk Dispenser + Powder	12655970		151.81
	Inv-Ryton Salt Bridges	12631564		257.15
	Inv-DPD Fee Refill Vials	12596312		519.24
	TP4Mnt-StablCal Cal Vials	12646653		475.13
	Inv-Fiber Wipers	12629587		96.42
	Inv-Equitransferrant PH7 Buffers	12626007		295.11
	RP1Mnt-Demal KCL Solution	12625970		388.35
	RP1Mnt-Annual Mnt-WrrntyPls,Fld Wrk	12605072		55,431.19
	TP1Ops-Ammn TNT+LR,Ntrt TNT+LR,Cntnrs 5.	12593462		3,707.03
			- - - - -	-
	HACH COMPANY	\$		70,605.28
ACH	INLAND EMPIRE MAGAZINE ExtAff-Ad Placement September 2021 Issue	INV48529		750.00
			- - - - -	-
	INLAND EMPIRE MAGAZINE	\$		750.00
ACH	O S T S INC NFPA 70e Arc Flash Training	55290		3,960.00
	9/24/21 CCO Written Exam	55574		180.00
			- - - - -	-
	O S T S INC	\$		4,140.00
ACH	INSIDE PLANTS INC FcltyMgt/Lab-10/21 Indoor Plant Care	86384		667.50
			- - - - -	-
	INSIDE PLANTS INC	\$		667.50
ACH	NATIONAL CONSTRUCTION RENTALS 10/1/21-10/28/21 Potty/Handicap Potty/Si	6298406		994.80

Check	Payee / Description	Amount
	9/3/21-9/30/21 Potty/Handicap Potty/Sink 6265050	994.80
	NATIONAL CONSTRUCTION RENTALS \$	1,989.60
ACH	OLIN CORP	
	TP1-4,896 Gals Sodium Hypochlorite 3000027173	4,479.84
	TP1 4,788 Gals Sodium Hypochlorite 3000025681	4,663.51
	TP1 4,814 Gals Sodium Hypochlorite 3000023381	4,404.81
	RP5-4,862 Gals Sodium Hypochlorite 3000011691	4,045.18
	TP1 4,862 Gals Sodium Hypochlorite 3000025109	4,448.73
	TP1-4,452 Gals Sodium Hypochlorite 3000026291	4,336.25
	OLIN CORP \$	26,378.32
ACH	LILLESTRAND LEADERSHIP CONSULT	
	09/16 one on one Coaching SD 7511	1,357.50
	LILLESTRAND LEADERSHIP CONSULT\$	1,357.50
ACH	TRICO CORPORATION	
	RP2- Oil Analysis P60242	96.00
	CCWR- Oil Analysis P60239	160.00
	RP5- Oil Analysis P60238	160.00
	RP1- Oil Analysis P60206	448.00
	RP4- Oil Analysis P60205	384.00
	CCWR- Oil Analysis P60204	320.00
	EDG-Oil Analysis P60237	100.00
	Whatchdog dessicant Breathers 194355	642.56
	TRICO CORPORATION \$	2,310.56
ACH	TECHNICAL SYSTEMS INC	
	RP1 Mechanical Restoration & Upgrades 7735A-010	30,060.00
	TECHNICAL SYSTEMS INC \$	30,060.00
ACH	WATER RESOURCES PLANNING	
	PL20002-2/27-8/27 Prof Svcs 490	5,425.00
	WATER RESOURCES PLANNING \$	5,425.00
ACH	WEST COAST ADVISORS	
	10/21 Proffesional Services 13099	9,500.00
	WEST COAST ADVISORS \$	9,500.00
ACH	HD WORK GEAR	
	Lapco Umbrellas base and stand NWO81021	1,481.49
	HD WORK GEAR \$	1,481.49
ACH	MANAGED MOBILE INC	
	Repair Parts/Labor for Agency Vehicles IN00-0225856	393.03
	Repair Parts/Labor F/Veh 1707 IN00-0226918	494.47
	Repair Parts/Labor F/Veh 2001 IN00-0226060	476.39
	Repair Parts/Labor f/Veh 0602 IN00-0225831	413.16
	Repair Parts/Labor f/Veh 1820 IN00-0226921	506.09
	Repair Parts/Labor F/Veh 9902 IN00-0227012	469.10
	Repair Parts/Labor F/Veh 1505 IN00-0227011	448.65

Check	Payee / Description	Amount
	Repair Parts/Labor F/Veh 1706 IN00-0227008	452.73
	Repair Parts/Labor F/Veh 1819 IN00-0226919	508.31
	Repair Parts/Labor F/Veh 0807 IN00-0226917	527.32
	Repair Parts/Labor F/Veh 0604 IN00-0226916	511.75
	Repair Parts/Labor F/Veh 1900 IN00-0226875	793.79
	Repair Parts/Labor F/Veh 1102 IN00-0226873	685.87
	Repair Parts/Labor/Veh 7201 IN00-0226064	200.25
	Repair Parts/Labor f/Veh 0808 IN00-0226059	809.30
	Repair Parts/Labor for Agency Vehicles 2 IN00-0226063	281.30
	Repair Parts/Labor for Agency Vehicles IN00-0225839	412.92
	Repair Parts/Labor for Agency Vehicles IN00-0225838	516.25
	Repair Parts/Labor for Agency Vehicles IN00-0225836	478.09
	Repair Parts/Labor for Agency Vehicles IN00-0225835	514.06
	Repair Parts/Labor for Agency Vehicles IN00-0225833	475.92
	Repair Parts/Labor for Agency Vehicles IN00-0225830	350.97
	Repair Parts/Labor for Agency Vehicles IN00-0225837	529.18
	Repair Parts/Labor for Agency Vehicles IN00-0226061	414.32
	MANAGED MOBILE INC \$	11,663.22
ACH	PRIORITY BUILDING SERVICES LLC	
	Sept.21 Junitorial Srvs 79116	22,636.41
	Sept.21 RP5 CM Trailer Janitorial Srvs 79119	1,519.42
	Aug. 2021 RP5 CM Trailer Janitorial Srvs. 78431	1,519.42
	RP-5 Construction Trailer Maint. 77730	1,519.42
	PRIORITY BUILDING SERVICES LLC\$	27,194.67
ACH	VIRAMONTES EXPRESS INC	
	Biosolids Hauling to IERCF 06/28 123106	1,614.88
	VIRAMONTES EXPRESS INC \$	1,614.88
ACH	MICHAEL BAKER INTERNATIONAL IN	
	8/21 Professional Services 1124749	23,757.50
	MICHAEL BAKER INTERNATIONAL IN\$	23,757.50
ACH	SHAW HR CONSULTING INC	
	4/22-6/30 EFJA Non-Industrial Consulting 000551	1,220.00
	3/2-6/21 EFJA Non-Industrial Consulting 000569	1,190.00
	7/1-7/30 EFJA Non-Industrial Consulting 000872	1,425.00
	8/2-8/24 EFJA Non-Industrial Consulting 001122	1,050.00
	8/3-8/26 EFJA Non-Industrial Consulting 001126	245.00
	SHAW HR CONSULTING INC \$	5,130.00
ACH	TRANSENE COMPANY INC	
	RP1-Acetic Acid 196015	1,461.87
	R Y B Buffer Solution 196977	663.00
	TRANSENE COMPANY INC \$	2,124.87
ACH	MEANS CONSULTING LLC	
	PL19005-09/21 Prof. Servs IE-5638	5,940.00
	MEANS CONSULTING LLC \$	5,940.00
ACH	RBC RESOURCES	

Check	Payee / Description			Amount
	WR20028/WR20029-09/01-09/30	33		6,426.00
	WR20028/WR20029-08/01 08/31	32		6,664.00
			- - - - -	
	RBC RESOURCES		\$	13,090.00
ACH	DECALS BY DESIGN INC			
	Decals-"Walk-A-Round"	16008		206.94
	Decal Sets-Fleet Vehicles-Door Logos,Uni	16139		242.13
			- - - - -	
	DECALS BY DESIGN INC		\$	449.07
ACH	WOOD ENVIRONMENT & INFRASTRUCT			
	EE&CM-8/28-09/24Project/Adm. Staff Svcs	S49834790		12,949.50
			- - - - -	
	WOOD ENVIRONMENT & INFRASTRUCT		\$	12,949.50
ACH	MULTIVISTA			
	EN19001 19001 RP-5 Prof. Svcs.	1822		2,713.70
			- - - - -	
	MULTIVISTA		\$	2,713.70
ACH	LIBERTY LANDSCAPING INC			
	FcltyMgt-10/21 Monthly Landscaping Servi	101795		18,175.00
	P1-Replace valves-Irrigation tech.	101344		447.63
	fcltyMgt-RP5 -Replace Leaking Valves and	101424		295.01
	RP1-Trm Brnchs Blckng Cmrs,Cln Up Dd Brn	101487		270.00
			- - - - -	
	LIBERTY LANDSCAPING INC		\$	19,187.64
ACH	FLEETISTICS			
	10/21 GEOTAB Materials	95382		2,873.46
	11/21 GEOTAB Materials	95885		2,873.46
			- - - - -	
	FLEETISTICS		\$	5,746.92
ACH	RADAR ENVIRONMENTAL INC			
	August 2021 HazMat Disposal Svcs AgencyW	1429		5,510.06
	September 2021 HazMat Disposal Svcs Agen	1436		2,897.50
			- - - - -	
	RADAR ENVIRONMENTAL INC		\$	8,407.56
ACH	PHENOMENEX INC			
	Strata SDBL 100	CIUS-21065121		1,131.38
	Lab-Empty SPE Tubes,Adaptor Cap,Replace	CIUS-21068197		1,263.00
			- - - - -	
	PHENOMENEX INC		\$	2,394.38
ACH	HORIZONS CONSTRUCTION CO INT'L			
	RP2-Replace Wrought Iron Gate & Operator	093733.00		26,210.34
	RP5-Replace Slide Gate Operator	084080.00		11,999.50
			- - - - -	
	HORIZONS CONSTRUCTION CO INT'L		\$	38,209.84
ACH	SO CALIF EDISON			
	MWDTrnt18-9/16-10/17 13400 Betsy Ross Ct	8000136547 10		37.46
	RP1/RP5/8thStBsn-8/31-9/30 8865 Kimball/	0389324092 9/		77.87
	930RsvrPrjct-9/22-10/21 2950 Galloping H	8001775817 10		205.24
	BrksRWTrnOt-9/15-10/14 4349 Orchard St	8002166155 10		28.02
	MWDCB14/20-9/16-10/17 5752 East Ave/475	0478658163 10		171.99

Check	Payee / Description	Amount
	MWDTTrnt15T-9/15-10/14 12100 Banyan St 8004147332 10	37.00
	SBLfStn-9/15-10/14 13707 San Bernardino 8003058251 10	8,080.03
	1630EPmpStn-9/16-10/17 7420 1/2 East 8000414223 10	33,359.86
	I/WLn-9/16-10/17 34 East End-Grand 8000031936 10	20.04
	RP2MntLnchRm-9/16-10/17 16400 El Prado R 8001015118 10	4,080.17
	MntclSplTbx-9/16-10/17 11294 Roswell Ave 8000629815 10	64.62
	VctrBsn/MWDCB11-9/17-10/18 Victoria St/B 0228789092 10	138.92
	BrksStBsn-9/14-10/13 10661 Silicon Ped 8000094378 9/	69.24
	MntclBsn-9/14-10/13 4700 San Jose 8000092569 9/	88.59
		- - - - -
	SO CALIF EDISON \$	46,459.05
ACH	SO CALIF GAS	
	RP2Dg-9/1-10/1 16400 El Prado Rd 14944655 9/21	218.31
	MntBldg/Whs-9/17-10/20 2604 Walnut St 13484545 10/2	74.33
	TP1-5/19-10/20 2564 Walnut St 06576432 10/2	2.21
	RP4-9/16-10/19 12811 6th St 10605111 10/2	34.90
	RP1-9/1-10/1 2450 Phila St 5300510 9/21	47.04
		- - - - -
	SO CALIF GAS \$	376.79
ACH	SHELL ENERGY NORTH AMERICA LP	
	RP1/RP2/RP5/CCWRP-8/1-8/31 Power Usage 202108	282,111.89
		- - - - -
	SHELL ENERGY NORTH AMERICA LP \$	282,111.89
ACH	RUSSO, EFRAIN	
	MlgReim-7/14/21 Call Out-Russo,E MLG 7/14/21	17.92
		- - - - -
	RUSSO, EFRAIN \$	17.92
ACH	GOMEZ, CHRISTIAN	
	MlgReim-7/30/21 Call Out-Gomez,C MLG 7/30/21	48.16
		- - - - -
	GOMEZ, CHRISTIAN \$	48.16
ACH	EMPOWER RETIREMENT	
	P/R 20 10/8/21 Deferred Comp Ded HR 0100900	82,934.33
		- - - - -
	EMPOWER RETIREMENT \$	82,934.33
ACH	EMPOWER RETIREMENT	
	P/R 21 10/22/21 Employee Ded HR 0101000	82,946.57
		- - - - -
	EMPOWER RETIREMENT \$	82,946.57

Grand Total Payment Amount: \$ 11,403,709.06

Attachment 2D

Vendor Wires
(excludes Payroll)

Check Payee / Description	Amount
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Wire	PUBLIC EMPLOYEES RETIREMENT SY		717.43-
	P/R 19 9/24 PERS Adj	P/R 19 9/24 A	
	P/R 19 9/24/21 PERS	HR 0100700	206,410.92
			- - - - -
	PUBLIC EMPLOYEES RETIREMENT SY\$		205,693.49

Wire	STATE DISBURSEMENT UNIT		2,507.11
	P/R 20 10/8/21	HR 0100900	
			- - - - -
	STATE DISBURSEMENT UNIT	\$	2,507.11

Wire	EMPLOYMENT DEVELOPMENT DEPARTM		13,496.82
	P/R 20 10/8/21 Taxes	HR 0100900	
	P/R 20 10/8/21 Taxes	HR 0100900	63,331.90
	P/R DIR 10 10/8/21 Taxes	HR 0100800	439.69
			- - - - -
	EMPLOYMENT DEVELOPMENT DEPARTM\$		77,268.41

Wire	INTERNAL REVENUE SERVICE		345,007.03
	P/R 20 10/8/21 Taxes	HR 0100900	
	P/R DIR 10 10/8/21 Taxes	HR 0100800	2,855.92
			- - - - -
	INTERNAL REVENUE SERVICE	\$	347,862.95

Wire	PUBLIC EMPLOYEES RETIREMENT SY		0.01-
	P/R 20 10/8 PERS Adj	P/R 20 10/8 A	
	P/R 20 10/8/21 PERS	HR 0100900	201,523.01
			- - - - -
	PUBLIC EMPLOYEES RETIREMENT SY\$		201,523.00

Wire	PUBLIC EMPLOYEES' RETIREMENT S		5,881.10
	10/21 Health Ins-Board	16559643 10/2	
	10/21 Health Ins-Retirees, Employees	16559642 10/2	295,321.68
			- - - - -
	PUBLIC EMPLOYEES' RETIREMENT S\$		301,202.78

Wire	STATE BOARD OF EQUALIZATION		9,806.00
	9/21 Sales Tax Deposit	23784561 9/21	
			- - - - -
	STATE BOARD OF EQUALIZATION	\$	9,806.00

Wire	METROPOLITAN WATER DISTRICT		5,603,211.80
	August 2021 Water Purchase	10523	
			- - - - -
	METROPOLITAN WATER DISTRICT	\$	5,603,211.80

Wire	EMPLOYMENT DEVELOPMENT DEPARTM		13,165.23
	P/R 21 10/22/21 Taxes	HR 0101000	
	P/R 21 10/22/21 Taxes	HR 0101000	63,732.96
			- - - - -
	EMPLOYMENT DEVELOPMENT DEPARTM\$		76,898.19

Wire	INTERNAL REVENUE SERVICE		340,776.46
	P/R 21 10/22/21 Taxes	HR 0101000	
			- - - - -
	INTERNAL REVENUE SERVICE	\$	340,776.46

Wire	PUBLIC EMPLOYEES RETIREMENT SY
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Report: ZFIR TREASURER	Inland Empire Utilities Agency	Page 2
For 10/01/2021 ~ 10/31/2021	Treasurer Report	Date 11/22/2021

Check	Payee / Description	Amount
	P/R 21 10/22 PERS Adj	P/R 21 10/22 629.85-
	P/R 21 10/22/21 PERS	HR 0101000 203,469.30
		- - - - -
	PUBLIC EMPLOYEES RETIREMENT SY\$	202,839.45
Wire	STATE DISBURSEMENT UNIT	
	P/R 21 10/22/21	HR 0101000 2,507.11
		- - - - -
	STATE DISBURSEMENT UNIT	\$ 2,507.11

Grand Total Payment Amount: \$ 7,372,096.75

Attachment 2E

Payroll-Net Pay-Directors

INLAND EMPIRE UTILITIES AGENCY

Ratification of Board of Directors

Payroll for October 8 ,2021
Presented at Board Meeting on December 15, 2021

DIRECTOR NAME	GROSS PAYROLL	NET PAYROLL
Jasmin Hall	\$3,317.27	\$2,095.83
Marco A. Tule	\$2,928.66	\$1,815.48
Michael Camacho	\$4,516.91	\$1,695.10
Steven J. Elie	\$5,469.11	\$1,668.66
Paul Hofer	\$0.00	\$0.00
TOTALS	\$16,231.95	\$7,275.07

	Count	Amount
TOTAL EFTS PROCESSED	4	\$7,275.07
TOTAL CHECKS PROCESSED	0	\$0.00
CHECK NUMBERS USED	N/A	

DIRECTOR PAYSHEET
IEUA/MWD
CBWM/CBWB (alternate)
1 of 2

MICHAEL CAMACHO
EMPLOYEE NO.: 1140
ACCOUNT NO.: 10200-120100-100000-501010

SEPTEMBER 2021

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/1/2021	IEUA - IEUA Board Workshop/Meeting via MS Teams	Yes	\$260.00
9/7/2021	IEUA- Meeting w/GM Deshmukh, DGM Daisy and C. Pieroni re MWD matters	Yes (staff)	\$0.00
9/8/2021	IEUA - Engineering, Operations & Water Resources Committee Meeting via MS Teams	Yes	\$260.00
9/8/2021	IEUA - Urban Water Institute 28th Annual Conference	Yes (same day)	\$0.00
9/9/2021	IEUA - Southern Coalition/Inland Caucus Mtg via MS Teams	Yes	\$260.00
9/9/2021	IEUA - Urban Water Institute 28th Annual Conference	Yes (same day)	\$0.00
9/10/2021	IEUA - Meet and Greet w/MWD GM Hagekhalil	Yes	\$260.00
9/13/2021	MWD - Committee Meetings via Zoom	Yes	\$260.00
9/14/2021	MWD - Committee Meetings & Board Meeting via Zoom	Yes	\$260.00
9/15/2021	IEUA - IEUA Board Meeting via MS Teams	Yes	\$260.00
9/16/2021	IEUA - RP5 Construction Site Tour w/ECA	Yes	\$260.00
9/19/2021	IEUA - WaterReuse California Annual Conference	Yes	\$260.00
9/20/2021	IEUA - WaterReuse California Annual Conference	Yes	\$260.00
9/21/2021	IEUA - WaterReuse California Annual Conference	Yes (10 mtgs max)	\$0.00
9/23/2021	IEUA - RP5 Construction Site Tour	Yes (10 mtgs max)	\$0.00
9/27/2021	IEUA - Meeting w/Stan Simmons (W.M. Lyles) & GM Deshmukh in Corona	Yes (10 mtgs max)	\$0.00
9/28/2021	MWD - MWD Committee Meetings via Zoom	Yes (10 mtgs max)	\$0.00
9/29/2021	IEUA - Special Joint IEUA Board and Policy Committee Workshop via MS Teams	Yes (10 mtgs max)	\$0.00
9/29/2021	MWD - Board Retreat via Zoom	Yes (same day)	\$0.00

DIRECTOR PAYSHEET
IEUA/MWD
CBWM/CBWB (alternate)
2 of 2

9/30/2021	MWD - Board Retreat via Zoom	Yes (10 mtgs max)	\$0.00
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TOTAL REIMBURSEMENT \$2,600.00
TOTAL MEETINGS ATTENDED 20
TOTAL MEETINGS PAID 10

NOTE:

IEUA/MWD/IERCA

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 07/01/19). IEUA pays both primary and alternate for attendance.

CBWM

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 7/01/19). IEUA pays both primary and alternate for attendance. (i.e., \$135.00 - difference between Watermaster \$125.00 and Agency meetings \$260.00 (eff. 7/01/19). Chino Basin Watermaster does not compensate an alternate Director unless the alternate Director is attending on behalf of an absent primary Director. In accordance to Ordinance No. 107, Section 1, (i) Attendance at any meeting provided for under Sections 1.b,c,e, and f, shall also include payment to both the primary representative and the alternate representative to said body if they both attend said meeting. Record full amount on timesheet for attendance by alternates.

CBWB

Up to 10 days of service per month per Ordinance No. 107 (i.e., \$160.00 - difference between CBWB (\$100.00 and Agency meetings \$260.00 (eff. 7/01/19)), including MWD meetings. CBWB pays directly to IEUA. Record full amount on timesheet.

Director's Signature



Michael Camacho, Vice President



Approved by:

**DIRECTOR PAYSHEET
IEUA/CBWM/CBWB
CDA (alternate)
1 of 2**

STEVEN J. ELIE
EMPLOYEE NO.: 1175
ACCOUNT NO.: 10200-120100-100000-501010

SEPTEMBER 2021

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/1/2021	IEUA - IEUA Board Workshop/Meeting	Yes	\$260.00
9/1/2021	IEUA - STAR Awards Ceremony via MS Teams	Yes (same day)	\$0.00
9/2/2021	IEUA - Meeting w/Director Elie, GM Deshmukh and CBWM GM Kavounas	Yes (decline payment)	\$0.00
9/8/2021	IEUA- IEUA Community & Leg. Meeting and Finance & Administration Meeting via MS Teams	Yes	\$260.00
9/9/2021	IEUA - San Bernardino County Supervisor Curt Hagman's Open House event	Yes	\$260.00
9/10/2021	IEUA - Meet & Greet w/MWD GM Hagekhalil	Yes	\$260.00
9/11/2021	IEUA - 20th Anniversary 9-11 Memorial Tribute hosted by Chino Valley Fire District	Yes	\$260.00
9/13/2021	IEUA - CBP Ad Hoc Committee Meeting via MS Teams	Yes	\$260.00
9/14/2021	IEUA - NWRI Board of Directors Meeting via Zoom	Yes	\$260.00
9/15/2021	IEUA - IEUA Board Meeting	Yes	\$260.00
9/20/2021	IEUA - SCWC Legislative Task Force Meeting via Zoom	Yes	\$260.00
9/23/2021	CBWM - Chino Basin Watermaster Board Meeting	Yes (decline payment)	\$0.00
9/28/2021	IEUA - Chino Hills City Council Meeting (Presentation to CH High School Solar Cup Team)	Yes	\$260.00
9/29/2021	IEUA - Special Joint IEUA Board and Policy Committee Workshop	Yes (10 mtgs max)	\$0.00
9/30/2021	IEUA - MWDOC Water Policy Forum & Dinner	Yes (10 mtgs max)	\$0.00

TOTAL REIMBURSEMENT \$2,600.00

TOTAL MEETINGS ATTENDED 15

TOTAL MEETINGS PAID 10

DIRECTOR PAYSHEET
IEUA/CBWM/CBWB
CDA (alternate)
2 of 2

NOTE:

IEUA

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 07/01/19). IEUA pays both primary and alternate for attendance.

CBWM

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 7/01/19). IEUA pays both primary and alternate for attendance. (i.e., \$135.00 - difference between Watermaster \$125.00 and Agency meetings \$260.00 (eff. 7/01/19). Chino Basin Watermaster does not compensate an alternate Director unless the alternate Director is attending on behalf of an absent primary Director. In accordance to Ordinance No. 98, Section 1, (i) Attendance at any meeting provided for under Sections 1.b,c,e, and f, shall also include payment to both the primary representative and the alternate representative to said body if they both attend said meeting. Record full amount on timesheet for attendance by alternates.

CDA

Up to 10 days of service per month per Ordinance No. 107, (i.e., \$120.00 - difference between CDA (\$150 and Agency meetings \$260.00 (eff. 7/01/19), including MWD meetings. CDA pays directly to IEUA. Record full amount on timesheet. CDA pays both primary and alternate for attendance

CBWB

Up to 10 days of service per month per Ordinance No. 107 (i.e., \$160.00 - difference between CBWB (\$100.00 and Agency meetings \$260.00 (eff. 7/01/19)), including MWD meetings. CBWB pays directly to IEUA. Record full amount on timesheet.

****Decline IEUA portion of CBWM***

Director's Signature



Steven J. Elie, Director



Approved by:

IEUA DIRECTOR PAYSHEET
IEUA\IERCA\SAWPA
Regional Policy Cte
1 of 3

JASMIN A. HALL

EMPLOYEE NO.: 1256

ACCOUNT NO.: 10200-120100-100000-501010

JULY 2021

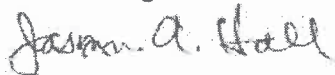
DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/1/2021	IEUA - IEUA Board Workshop/Meeting via MS Teams	Yes	\$260.00
9/1/2021	IEUA - Clean Water Summit Partnership PFAS Workshop	Yes (same day)	\$0.00
9/1/2021	IEUA - STAR Awards Ceremony via MS Teams	Yes (same day)	\$0.00
9/2/2021	IEUA - Regional Policy Committee Meeting via MS Teams	Yes	\$260.00
9/2/2021	IEUA - Weekly Meeting w/GM Deshmukh via MS Teams	Yes (staff)	\$0.00
9/2/2021	IEUA - Weekly Meeting w/Board Secretary Garzaro via MS Teams	Yes (staff)	\$0.00
9/7/2021	SAWPA - SAWPA Commission Workshop via Zoom	Yes (Decline payment)	\$0.00
9/7/2021	SAWPA - SAWPA PA24 Committee Meeting via Zoom	Yes (Decline payment)	\$0.00
9/8/2021	IEUA- IEUA Community & Leg. Committee Meeting via MS Teams	Yes	\$260.00
9/8/2021	IEUA - Urban Water Institute 28th Annual Conference	Yes (same day)	\$0.00
9/9/2021	IEUA - Urban Water Institute 28th Annual Conference	Yes	\$260.00
9/10/2021	CASA - Meeting w/Adam Link to prepare for CASA Board Meeting via Conference Call	Yes	\$260.00
9/13/2021	IEUA - CBP Ad Hoc Committee Meeting via MS Teams	Yes	\$260.00
9/14/2021	IEUA - IEWorks Leadership Meeting via Zoom	Yes	\$260.00
9/14/2021	IEUA - Weekly Meeting w/Board Secretary Garzaro via MS Teams	Yes (staff)	\$0.00
9/14/2021	IEUA – Rialto City Council Meeting	Yes (same day)	\$0.00
9/14/2021	IEUA – Fontana City Council Meeting	Yes (same day)	\$0.00
9/15/2021	IEUA – IEUA Board Meeting	Yes	\$260.00
9/16/2021	CASA - CASA Board of Directors Meeting via Zoom	Yes	\$260.00

IEUA DIRECTOR PAYSHEET
IEUA\IERCA\SAWPA
Regional Policy Cte
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9/16/2021	IEUA - Weekly Meeting w/GM Deshmukh via MS Teams	Yes (staff)	\$0.00
9/19/2021	IEUA - WaterReuse California Annual Conference	Yes	\$260.00
9/20/2021	IEUA - WaterReuse California Annual Conference	Yes (10 mtgs max)	\$0.00
9/21/2021	IEUA - WaterReuse California Annual Conference	Yes (10 mtgs max)	\$0.00
9/21/2021	IEUA - Meeting w/HR Manager Dye to Prepare for CA Water Associations Diversity in Water Panel Discussion via MS Teams	Yes (10 mtgs max)	\$0.00
9/23/2021	IEUA - CASA Air Quality, Climate Change, & Energy (ACE) Workgroup Meeting via Zoom	Yes (10 mtgs max)	\$0.00
9/23/2021	IEUA – SAWPA OWOW Commission Meeting	Yes (10 mtgs max)	\$0.00
9/23/2021	IEUA - Prep Meeting for Diversity in the California Water Sector Webinar Panel w/HR Manager Lisa Dye via MS	Yes (staff)	\$0.00
9/24/2021	IEUA - CAAWEF Strategy Meeting via Zoom	Yes (10 mtgs max)	\$0.00
9/27/2021	IEUA - Meeting w/HR Manager Dye to Prepare for CA Water Associations Diversity in Water Panel Discussion via MS Teams	Yes (staff)	\$0.00
9/28/2021	IEUA - IEWorks Leadership Meeting via Zoom	Yes (10 mtgs max)	\$0.00
9/28/2021	IEUA – Rialto City Council Meeting	Yes (10 mtgs max)	\$0.00
9/29/2021	IEUA – Special Joint IEUA Board and Policy Committee Workshop via MS Teams	Yes (10 mtgs max)	\$0.00
9/30/2021	IEUA – MWDOC Water Policy Forum & Dinner	Yes (10 mtgs max)	\$0.00

TOTAL REIMBURSEMENT \$2,600.00
TOTAL MEETINGS ATTENDED 33
TOTAL MEETINGS PAID 10

Director's Signature



Jasmin A. Hall, President



Approved by: Shivaji Deshmukh, General Manager

NOTE:

IEUA/IERCA

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 07/01/19). IEUA pays both primary and alternate for attendance.

IEUA DIRECTOR PAYSHEET

IEUA\IERCA\SAWPA

Regional Policy Cte

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Regional Policy Committee

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 07/01/19.) IEUA pays Regional Policy Committee members (total amount of \$260.00, should reflect on timesheet).

SAWPA

Up to 10 days of service per month per Ordinance No. 107 (i.e., \$40.00 – difference between SAWPA (\$230.00 (eff. 1/21) and Agency meetings \$260.00 (eff. 7/01/19), including MWD meetings. SAWPA pays both primary and alternate for attendance, including mileage.

CBWB

Up to 10 days of service per month per Ordinance No. 107 (i.e., \$160.00 - difference between CBWB (\$100.00 and Agency meetings \$260.00 (eff. 7/01/19)), including MWD meetings. CBWB pays directly to IEUA. Record full amount on timesheet.

DIRECTOR PAYSHEET
IEUA/IERCA
1 of 1

PAUL HOFER
EMPLOYEE NO.: 1349
ACCOUNT NO.: 10200-120100-100000-501010

SEPTEMBER 2021

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/1/2021	IEUA – IEUA Board Workshop via MS Teams	Yes	\$0.00
9/8/2021	IEUA – IEUA Finance & Administration Committee Meeting via MS Teams	Yes	\$0.00
9/15/2021	IEUA - Tour of RP-5 Construction Project	Yes	\$0.00
9/16/2021	IEUA - IEUA Board Meeting via MS Teams	Yes	\$0.00
TOTAL REIMBURSEMENT			\$0.00
TOTAL MEETINGS ATTENDED			4
TOTAL MEETINGS PAID			0

NOTE:

IEUA/IERCA

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 07/01/19).

IEUA pays both primary and alternate for attendance.

Director Hofer has waived all stipend payments.

Director's Signature



Paul Hofer, Director



Approved by:

DIRECTOR PAYSHEET
IEUA/CDA
IERCA/REGIONAL POLICY (alternate)/
SAWPA (alternate)
1 of 2

MARCO TULE

EMPLOYEE NO.: 1520

ACCOUNT NO.: 10200-120100-100000-501010

SEPTEMBER 2021

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/1/2021	IEUA - IEUA Board Workshop/Meeting via MS Teams	Yes	\$260.00
9/2/2021	CDA - CDA Board Meeting via Zoom	Yes	\$260.00
9/2/2021	IEUA - Meeting w/Director Elie, GM Deshmukh and CBWM GM Kavounas	Yes (same day)	\$0.00
9/8/2021	IEUA - Engineering, Operations & Water Resources Committee Meeting via MS Teams	Yes	\$260.00
9/13/2021	IEUA - Monthly Meeting w/City of Ontario CM Porada, GM Burton, City Mgr Ochoa via Zoom	Yes	\$260.00
9/14/2021	IEUA - IEWorks Leadership Meeting via Zoom	Yes	\$260.00
9/15/2021	IEUA – IEUA Board Meeting via MS Teams	Yes	\$260.00
9/20/2021	IEUA - SAWPA Review Meeting w/ Cathleen Pieroni via MS Teams	Yes (staff)	\$0.00
9/21/2021	SAWPA - SAWPA Commission Meeting via Zoom	Yes	\$40.00
9/23/2021	IEUA - RP-5 Construction Project Tour	Yes	\$260.00
9/29/2021	IEUA - Special Joint IEUA Board and Policy Committee Workshop via MS Teams	Yes	\$260.00
TOTAL REIMBURSEMENT			\$2,120.00
TOTAL MEETINGS ATTENDED			11
TOTAL MEETINGS PAID			9

DIRECTOR PAYSHEET
IEUA/CDA
IERCA/REGIONAL POLICY (alternate)/
SAWPA (alternate)
2 of 2

NOTE:

IEUA/IERCA

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 07/01/19). IEUA pays both primary and alternate for attendance.

Regional Policy Committee

Up to 10 days of service per month per Ordinance No. 107, including MWD meetings at \$260.00 (eff. 07/01/19.) IEUA pays Regional Policy Committee members (total amount of \$260.00, should reflect on timesheet).

CDA

Up to 10 days of service per month per Ordinance No. 107, (i.e., \$120.00 - difference between CDA (\$150 and Agency meetings \$260.00 (eff. 7/01/19), including MWD meetings. CDA pays directly to IEUA. Record full amount on timesheet. CDA pays both primary and alternate for attendance

SAWPA

Up to 10 days of service per month per Ordinance No. 107 (i.e., \$40.00 – difference between SAWPA (\$220.00 (eff. 1/21) and Agency meetings \$260.00 (eff. 7/01/19), including MWD meetings. SAWPA pays both primary and alternate for attendance, including mileage.

Director's Signature



Marco Tule, Director



Approved by:

Shivaji Deshmukh, General Manager

Attachment 2F

Payroll-Net Pay-Employees

Non-Board Members	PP 20 Checks	PP 20 EFTs	PP 21 Checks	PP 21 EFTs	October
NET PAY TO EE	\$0.00	\$818,115.72	\$0.00	\$834,299.57	\$1,652,415.29

INLAND EMPIRE UTILITIES AGENCY

Payroll for October 8, 2021

Presented at Board Meeting on December 15, 2021

GROSS PAYROLL COSTS			\$1,471,481.76
DEDUCTIONS			(\$653,366.04)
NET PAYROLL			818,115.72
NET PAYROLL BREAKDOWN	CHECKS	EFT	TOTAL
CHECKS USED			
TRANSACTION PROCESSED	0	371	371
AMOUNT	\$0.00	\$818,115.72	<u>\$818,115.72</u>

INLAND EMPIRE UTILITIES AGENCY

Payroll for October 22, 2021

Presented at Board Meeting on December 15, 2021

GROSS PAYROLL COSTS			\$1,485,548.44
DEDUCTIONS			(\$651,248.87)
NET PAYROLL			834,299.57
NET PAYROLL BREAKDOWN	CHECKS	EFT	TOTAL
CHECKS USED			
TRANSACTION PROCESSED	0	373	373
AMOUNT	\$0.00	\$834,299.57	<u>\$834,299.57</u>



Report on General Disbursements

Deborah Berry
Manager of Finance and Accounting
December 2021

Staff's Recommendation

- Approve the total disbursements for the month of October 2021 in the amount of \$21,147,707.10.



909-993-1675



dberry@ieua.org



www.ieua.org



6075 Kimball Ave.
Chino, CA 91708



@IEUAWater

**CONSENT
CALENDAR
ITEM**

1C

Date: December 8, 2021

To: The Honorable Board of Directors

Committee: Audit

From: Teresa Velarde, Manager of Internal Audit

12/06/21

Manager Contact: Teresa Velarde, Manager of Internal Audit

Subject: Internal Audit Department Charter and Audit Committee Charter

Executive Summary:

The Board approved charters require that the Internal Audit Department (IA) perform periodic reviews of both the Audit Committee Charter and the IA Charter, and make recommendations for any necessary updates and revisions. The attached Charters are presented in final form for review and discussion with no major proposed changes or edits. IA will incorporate any requested edits from the committee or the Board; and finalize these proposed documents.

The Audit Committee Charter documents the Audit Committee's purpose, composition, authority, and responsibilities. The IA Charter documents IA's mission, purpose, authority, and responsibilities. The purpose is to assist the Board and Audit Committee in fulfilling their oversight responsibilities for financial reporting, internal controls, and compliance with legal and regulatory requirements and to assist management by providing objective evaluations and recommendations to improve operations and achieve organizational goals.

Both charters follow best practices and the guidance set forth by the Institute of Internal Auditing (IIA) International Standards for the Professional Practice of Internal Auditing (Standards).

Staff's Recommendation:

1. Approve the Audit Committee Charter and the Internal Audit Department Charter; and
2. Direct staff to implement the charters.

Budget Impact Budgeted (Y/N): N Amendment (Y/N): Y Amount for Requested Approval:

Account/Project Name:

N/A

Fiscal Impact (explain if not budgeted):

N/A

Prior Board Action:

On December 16, 2020, the Board of Directors reconfirmed the approved Audit Committee and IA Department Charters.

Environmental Determination:

Not Applicable

Business Goal:

Approval of the Audit Committee and the IA Charters is consistent with the Agency's Business Goals of Fiscal Responsibility, Workplace Environment, and Business Practices by documenting the Committee's and IAs purpose, authority and responsibilities. The purpose is to assist the Board in fulfilling their oversight responsibilities over financial reporting, internal controls and compliance with legal and regulatory requirements and to assist management in achieving organizational goals and objectives by providing independent evaluations and recommendations.

Attachments:

Attachment 1 - Audit Committee Charter

Attachment 2 - Internal Audit Department Charter

Attachment 3 - PowerPoint



INLAND EMPIRE UTILITIES AGENCY

Audit Committee Charter

Approved on December 8, 2021

PURPOSE

The Audit Committee (Committee) is established under the authority of the Inland Empire Utilities Agency (IEUA or Agency) Board of Directors (Board) and reports directly to the Board. The primary purpose of the Audit Committee is to assist the Board in fulfilling their oversight responsibilities for financial reporting, internal controls, and compliance with legal and regulatory requirements applicable to Agency operations.

While assisting the Board with these fiduciary duties, the Committee also provides an open avenue of communication between the Board, IEUA Management, the Internal Audit Department, and the external auditors. This advisory and oversight link provides the following benefits to the organization and stakeholders:

- Increased objectivity and credibility of financial reports.
- Increased management accountability.
- Support for measures to improve management performance and internal controls.
- Increased employee awareness of unethical, questionable, or illegal activities.
- Enhanced independence and effectiveness of the Internal Audit Department.
- Assurance that appropriate management action plans are implemented for audit findings and recommendations.
- Support the Internal Audit Department audit projects, evaluations and analysis.

COMPOSITION, COMPENSATION & TERM OF SERVICE

The Committee shall consist of two members from the Board of Directors, each with equal voting rights, with one selected as the Committee Chairperson. The members will be appointed by the Board President.

The Audit Committee shall have access to at least one financial expert, an outside party with no voting rights, who will provide advisory and consulting duties and shall be compensated as agreed upon, in writing with the Audit Committee, the Board, Agency management and/or its designees.

All members of the Audit Committee shall possess or obtain a basic understanding of governmental financial reporting, accounting and auditing and shall have a requisite interest in financial reporting issues of the Agency. The financial expert shall be an individual with sufficient financial experience and interest to provide guidance and assistance to the Audit Committee. The financial expert should through both education and experience, and in a manner specifically relevant to the government sector, possess: 1) an understanding of generally accepted accounting principles and financial statements; 2) experience in preparing or auditing financial statements of comparable entities; 3) experience in applying such principles in connection with the accounting for estimates, accruals, and reserves; 4) experience with internal accounting controls; and 5) an understanding of Audit Committee functions.

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 8, 2021

The members of the Board serving on the Audit Committee shall be compensated in accordance with the guidelines established for the IEUA Board of Directors in the most current Board-approved Ordinance, and as amended from time to time, entitled:

"Ordinance of the Inland Empire Utilities Agency, a Municipal Water District, San Bernardino County, California, establishing compensation/benefits and authorizing reimbursement of expenses for the Board of Directors and their appointed representatives to the Metropolitan Water District of Southern California Board of Directors and outside Committee Members."

The service term for each Committee member will be two years. Prior to term expiration, the Board President or their designee will conduct a review of Board Committee members' eligibility and the Board of Directors will conduct a review of the external/outside Committee member's eligibility. The Board President will then reconfirm the Committee members or select and confirm new members as needed. All activities and actions pertaining to selection or reconfirmation of Committee members will be documented by the Board, or their designee, and recorded in the next regularly scheduled IEUA Board of Directors' meeting minutes.

AUTHORITY

The Audit Committee has unrestricted access to all information and records, including IEUA personnel and documents. The Committee will have adequate resources to fulfill its oversight responsibilities, including the right to seek independent professional advice and counsel. The Committee is empowered to:

- Meet, as deemed appropriate and necessary, with IEUA Management and employees, the Manager of Internal Audit and audit staff, external auditors and legal counsel.
- Recommend to the Board the approval of the Internal Audit Department's Annual Audit Plan and any changes to the Plan or the Manager of Internal Audit duties.
- Authorize special audits and investigations into any matters within its scope of responsibility.
- Authorize an internal audit or review of any department or function under the control of the Board of Directors, or within the scope of influence of the IEUA.
- Recommend to the Board the appointment, compensation and scope of work of any public accounting firm employed by the IEUA.
- Recommend to the Board the approval of any auditing and consulting services.
- Review and recommend to the Board the external auditor's audit scope and approach, ensuring that the scope:
 1. Is in compliance with Generally Accepted Auditing Standards (issued by the American Institute of Certified Public Accountants).
 2. Is in compliance with Government Auditing Standards (issued by the Government Accountability Office).

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 8, 2021

3. Will include a Single Audit that will be performed, if required, subject to the Office of Management and Budget (OMB) Circular A-133.
 4. Will include an opinion on each major fund presented in the Agency's financial statements.
- Review and recommend to the Board the approval of external auditors' reports, along with Management's written responses, when appropriate.
 - Resolve any disagreements between Management, the Internal Audit Department, and the external auditors regarding financial or operational controls and reporting.
 - Ensure corrective action is taken on internal accounting control weaknesses identified by the internal and external auditors.
 - Ensure corrective action is taken on audit findings, risks and recommendations identified by the Internal Audit Department and/or accept risks identified through audit findings in lieu of corrective action, as deemed appropriate and necessary.

RESPONSIBILITIES

The Audit Committee is chartered with performing oversight for the Board of Directors. In addition to reviewing this Charter annually and updating it as needed, the Committee has responsibilities in the areas of Financial Reporting, Internal Controls, the Internal Audit Department, the External Audit and external auditors, Compliance requirements, and Other Matters as provided in the following sections. The Committee has the overall responsibility to ensure the general requirements underlying these items are carried out. However, the Audit Committee has the flexibility and authority to determine and choose the best course of action and the best method for carrying out its responsibilities. The following items are best practice guidelines that may be employed:

Financial Reporting:

- Review annual financial statements and consider whether they are complete, consistent with information known to Committee members, and reflect appropriate accounting principles.
- Advise the Board and management of any situations that would cause the Committee to believe the audited financial statements may contain material misstatements or omissions.
- Inquire of the General Manager and Chief Financial Officer (CFO) regarding the fiscal health of the Agency as well as the financial status of the Agency in relation to its adopted budget.
- Inquire of management, the Manager of Internal Audit, and the external auditors about whether significant financial, managerial, and operational information is accurate, reliable, complete, and timely.
- Inquire of Agency management, the Manager of Internal Audit, and the external auditors about significant risks or exposures facing the Agency; assess the steps management has taken or proposes to take to minimize such risks to the Agency; and periodically review compliance with such steps.

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 8, 2021

Internal Controls:

- Discuss with Agency management, the Manager of Internal Audit, and the external auditors the reliability and effectiveness of the Agency's internal control environment to mitigate risk, including information technology security and control.
- Discuss with Agency management, the effectiveness of the Agency's process for identifying and assessing significant risks and exposures, and the steps Agency management has taken to communicate, monitor and mitigate these risks.
- Understand the scope of the internal and external auditors' reviews of internal controls, and obtain and review reports of significant findings, recommendations, and Agency management's action plans to mitigate risks.
- Review all significant accounting policy changes submitted by Agency management with the Internal Audit Department, and/or the external auditors, and provide recommendations to the Board and Agency management.
- Periodically review Agency policies and procedures governing Board of Director and employee conduct, including conflict of interest, misconduct, fraud and other sensitive issues or non-compliance and recommend changes to the Board and Agency management as appropriate.
- Discuss with Agency management, the Manager of Internal Audit, and the external auditors whether adequate policies have been established and the Agency complies with policies, standards and applicable laws and regulations.
- Discuss with Agency management, the Manager of Internal Audit, and the external auditors whether significant legislative or regulatory issues impacting Agency operations are identified, recognized, communicated and appropriately addressed.
- Review with Agency management, the Manager of Internal Audit, and the external auditors the audit scope and plan of the Internal Audit Department and the external auditors. Address the coordination of audit efforts to assure the completeness of coverage, reduction of redundant efforts, and the effective use of audit resources.
- Review with Agency management and the Manager of Internal Audit:
 - Significant findings, recommendations, and management's responses thereto.
 - Any difficulties the Internal Audit Department encountered in the course of their audits, including any restrictions on the scope of their work or access to required information.
 - Any changes required in the scope of their internal audits.
 - The Internal Audit Department budget and staffing.
 - The Internal Audit Department Charter.
 - The Internal Audit Department's compliance with applicable standards (for example, Governmental Auditing Standards, or the Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing).
- Periodically review the Agency's Code of Conduct/Ethics Policy to ensure that it is adequate and up to date.

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 8, 2021

- Review with the Manager of Internal Audit and the Agency's general counsel the results of their reviews of compliance monitoring with the Code of Conduct/Ethics Policy.
- Review the procedures for the receipt, retention, and treatment of complaints received by the Agency regarding accounting, internal accounting controls, auditing matters, or suspected fraud that may be submitted by any party internal or external to the organization. Review any complaints that might have been received, the current status, and resolution if one has been reached.
- Review procedures for the confidential, anonymous submission by Agency employees of concerns regarding questionable accounting or auditing matters, or suspected fraud. Review any submissions that have been received, the current status, and the resolution if one has been reached.
- Inquire of Agency management, the Manager of Internal Audit, and the external auditors about significant risks or exposures facing the Agency. Assess the steps management has taken or proposes to take to communicate, manage, and minimize such risks to the Agency; and periodically review compliance with such steps.
- Review with the Manager of Internal Audit, and the external auditors:
 - The adequacy of the Agency's internal controls including computerized information system controls and security.
 - Any significant findings and recommendations of the Manager of Internal Audit, and the external auditors together with management's responses thereto.

Internal Audit Department:

- Request that the Agency's Manager of Internal Audit prepare the Audit Committee's meeting agendas designed to ensure that all of the responsibilities of the Audit Committee as described herein are addressed at least once a year.
- Ensure there are no unjustified restrictions or limitations placed on the Internal Audit Department.
- Review with the Board, General Manager, and the Manager of Internal Audit the Internal Audit Department Charter, Annual Audit Plan, staffing, budget, and organizational reporting structure to ensure they meet the Committee's goals, objectives, and responsibilities to the Board and Agency management.
- Review and recommend to the Board the approval of the Internal Audit Department's Annual Audit Plan and any significant changes that may occur during the year.
- Review, as needed, all internal audit reports, findings, and recommendations.
- Review and recommend to the Board the appointment, replacement, dismissal, or change in duties of the Manager of Internal Audit.
- Review the effectiveness of the Internal Audit Department's function, including compliance with The Institute of Internal Auditors' *International Standards for the Professional Practice of Internal Auditing (Standards)*.
- Conduct the Manager of Internal Audit performance appraisals and recommend Manager of Internal Audit merit increases and incentive compensation to the Board.

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 8, 2021

- Hold management accountable for the appropriate resolution of Internal Audit Department's recommendations and ensure that disposition has been determined for Audit Department recommendations from the prior year. If management has determined that Internal Audit Department recommendations need not be implemented because of adequate compensating controls, based upon a cost/benefit analysis or because the risks are at an acceptable level in accordance with the Agency's goals and objectives, evaluate the reasonableness of such determinations and advise the Board of Directors accordingly.

External Audit:

- Review the external accounting firm's proposals and fee structure, and provide recommendations and external audit plan approval to the Board.
- Review the external auditors' proposed audit scope and approach to ensure emphasis is placed on areas the Committee, Board, Management and external auditors believe special attention is warranted and that efforts are coordinated with the Internal Audit Department.
- Evaluate the external auditor's independence, and if needed, recommend the Board take the appropriate action to satisfy the Agency with the external auditor's independence.
- Review the effectiveness of the external auditor's work and provide the Board with the final approval to continue or discharge the current firm.
- Communicate to the external auditors areas of internal control with a heightened risk of fraud or error, any known or suspected employee fraud, management fraud, pressures or incentives for management to distort reported financial results, or any known or suspected accounting errors or misstatements.
- Communicate to the external auditors any areas of concern applicable to the external auditors' scope of responsibility (fraud, errors, or misstatements involving amounts significant to the financial statements taken as a whole).
- Review all significant written communications between the external auditors and management, such as any management letter comments or schedule of unadjusted differences (i.e. management letter, schedule of audit, or significant unusual or non-routine items, etc.)
- Hold management accountable for the appropriate resolution of external auditor recommendations, ensure that disposition has been determined for auditor recommendations from the prior year, and where management has determined that auditor recommendations need not be implemented because of adequate compensating controls or based upon a cost/benefit analysis, evaluate the reasonableness of such determinations and advise the Board of Directors accordingly.
- Review with the external auditor that performs the financial statement audit:
 - All critical accounting policies and practices used by the Agency.
 - All alternative treatments of financial information within generally accepted accounting principles that have been discussed with the Agency's management, the ramifications of each alternative, and the treatment preferred by the Agency.

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 8, 2021

- Review with management and the external auditors:
 - The Agency's annual financial statements, related notes, and management's discussion and analysis.
 - The external auditors' audit of the financial statements and their report thereon.
 - The external auditors' judgments about the quality, not just the acceptability, of the Agency's accounting principles as applied in its financial reporting.
 - The external auditors' single audit of the federal awards administered by the Agency and their reports thereon.
 - Any significant changes required in the external auditors' audit plan.
 - Any serious difficulties or disputes with management encountered during the audit.
 - Matters required by Statement on Auditing Standards (SAS) No. 114, The Auditor's Communication With Those Charged With Governance; U.S. Government Accountability Office's (GAO) Government Auditing Standards; and the U.S. Office of Management and Budget's Circular A-133 related to the conduct of the audits.
- Evaluate whether or not the performance of any extra work or special projects requested of the Agency's external audit firm violates the independence standards of the GAO.
- Recommend that the Board of Directors approve the Agency's annual financial report, if the Committee believes that they are fairly presented, to the extent such a determination can be made on the basis of reading the financial statements and discussions with Agency management and the external auditors.

Compliance:

- Review with management and the external auditors the Agency's internal controls for identifying laws and regulations affecting operations, risks for non-compliance including litigation and fines, and implementing controls to prevent recurrence.
- Review the reports, findings and recommendations of any audits or examinations performed by external agencies.
- Review with Agency counsel any legal, tax, or regulatory matters that may have a material impact on the Agency's operations and its financial statements.

Other Matters:

- The Audit Committee shall engage consultants, specialists, or other audit firms as necessary to assist the committee in the discharging of its responsibilities.
- The Audit Committee shall direct the Manager of Internal Audit to review the Agency's Audit Committee Charter annually in order to advise the Audit Committee as to needed or recommended changes.

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 8, 2021

- The Audit Committee shall report to the Board of Directors issues discussed in the Audit Committee meeting that, in the judgment of the committee, warrant communication to the Board to help the Board fulfill its oversight responsibility.

ETHICAL CONDUCT

Audit Committee members are prohibited from participating in any event or matter that would create, or appear to create, a conflict of interest. These activities may include having a significant financial interest or operational influence in vendors, contractors, customers or competitors of IEUA. Any activity creating an actual or apparent conflict should be immediately reported to the Audit Committee Chair and the Board of Directors for resolution.

MEETINGS

The Audit Committee shall meet no less than quarterly.

The Manager of Internal Audit will schedule and coordinate all quarterly Committee meetings, and will call additional meetings if requested to do so by any Committee member, the Board, the General Manager or the external auditors. The Manager of Internal Audit will provide all Committee members with written notification and an agenda at least 72 hours before the scheduled quarterly meetings or as soon as reasonably possible for any special meetings, all in accordance with the requirements of the Brown Act.

The General Manager and Manager of Internal Audit will be provided written notification and an agenda at least 72 hours before quarterly and special Committee meetings. These parties will be provided an opportunity to attend and speak at all Committee meetings but are not considered members of the Committee and have no voting rights.

The Board or the General Manager will provide administrative support to the Audit Committee and its meetings, including agenda preparation, participant notification, and documentation of meeting minutes.

INLAND EMPIRE UTILITIES AGENCY

Internal Audit Department Charter

Approved on December 8, 2021

PURPOSE

This Charter establishes the authority and responsibilities of the Inland Empire Utilities Agency (IEUA or Agency) Internal Audit Department.

The purpose of the Internal Audit Department (IA) is to assist the Board of Directors (Board) and the Audit Committee (Committee) in fulfilling their oversight responsibilities for financial reporting, internal controls, and compliance with legal and regulatory requirements applicable to Agency operations and to provide objective assurance about the Agency's operations. The purpose of the Internal Audit Department is also to provide as a service to management and as a way of adding value to improve the operations of the Agency, consulting services, analyses, recommendations, and information concerning operations.

The Internal Audit Department reports to the Board through the Audit Committee and is an independent function from management. The purpose, responsibilities and authority of the Internal Audit Department are defined in this Charter.

MISSION

The Internal Audit Department seeks to improve the operations of the Agency by providing independent and objective assessments and recommendations to ensure Agency resources are efficiently and effectively managed in order to achieve Agency goals and objectives. The Internal Audit Department will help the Agency achieve its goals and objectives, improve operations, and instill confidence among its employees and the citizens it serves by providing independent, objective assurance and consulting services and provide management and the Board of Directors with recommendations to:

- Promote and strengthen a sound control environment.
- Provide independent, objective assurance and consulting services.
- Improve Agency risk management, control and governance.
- Promote the Agency's vision and mission through a high degree of professionalism.
- Assist the Board of Directors and senior management achieve organizational goals and objectives.

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Internal Audit Department Charter
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VALUES

The Internal Audit Department has adopted the following value statements that form the foundation for the Internal Audit Department.

Independence

As documented in this Charter, the Internal Audit Department is an independent function of the Agency for the purpose of providing independent, objective, unbiased recommendations and opinions.

Integrity

The Internal Audit Department staff is required to maintain the highest degree of integrity in conducting its audit work.

Professionalism

The Internal Audit Department will perform its work with due professional care at all times.

Collaboration

The Internal Audit Department will foster collaboration with and among all Agency personnel to promote teamwork within the various business units.

ACCOUNTABILITY

The Internal Auditor is the Manager of the Internal Audit Department. The Internal Auditor is accountable and reports to the Board of Directors, through the Audit Committee appointed by the Board. The intent of this reporting relationship is to establish the Internal Audit Department's independence to function effectively and in accordance with best practices.

Annually, the Internal Auditor will submit an Audit Plan for the following fiscal year to the Committee for review and approval by the Board. Quarterly status reports of significant Internal Audit activities shall be presented at Committee meetings and shall include a status of major activities and any changes or deviations from the approved Annual Audit Plan. The Internal Auditor has the authority to deviate from the approved Annual Audit Plan, when necessary and if warranted by unforeseen issues that require immediate attention. Significant changes to the Annual Audit Plan shall be reported to the Audit Committee in a timely manner or immediately and to the Board at the next regularly scheduled Audit Committee Meeting through the Quarterly Status Report and/or an amendment to the Annual Audit Plan and/or other communication.

Annually, a listing of outstanding audit recommendations provided by the Internal Audit Department and the corresponding corrective actions taken by Agency management will be presented to the Committee for the purpose of providing a progress report on the status of open audit recommendations.

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The Internal Auditor shall inform the Committee on the sufficiency of department staffing and resources.

Annually, the Internal Audit Department must also ensure the Committee fulfills their responsibilities as required under the Audit Committee Charter. Additionally, IA must ensure the Internal Audit Department Charter and the Audit Committee Charter are reviewed annually and updated as necessary.

INDEPENDENCE

Independence is essential to the effectiveness of internal auditing and is strongly emphasized by the Institute of Internal Auditors (IIA), the American Institute of Certified Public Accountants (AICPA), and the U. S. General Accountability Office (GAO). The Internal Audit Department should be free, both in fact and appearance, from impairments to independence.

The Internal Auditor and the Internal Audit Department shall have no direct responsibility or authority over the day-to-day operations of the Agency or any activities they would audit. The Internal Audit Department shall not engage in any activities that would compromise their independence or would appear to be a conflict of interest.

To ensure independence is maintained, the Internal Audit Department shall report administratively to the Agency's General Manager or his designee and functionally to the Board through the Audit Committee, as stated under "Accountability".

AUTHORITY

The Internal Audit Department's authority is derived from the direction of management and the Agency's Board through the Committee as set forth in this Charter. Specifically, the Internal Audit Department is authorized to:

- Audit all areas of the Agency's operations.
- Perform audits of the Regional Sewage Service Contract agreement between the Agency and the Regional Contracting Agencies (RCA), including performing necessary audit field work and review of required supporting information and documents of the RCA's.
- Have unrestricted access to all Agency functions, records, information, property, and personnel.
- Have full and free access to Agency management, the Board of Directors and the Audit Committee.
- Allocate resources, set frequencies, select subjects and set objectives, determine the scope of work, and apply the techniques required to accomplish audit objectives, without interference from Agency management.

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- Authority to deviate from the approved Annual Audit Plan, when necessary, urgent, and if warranted by unforeseen issues that require immediate attention. The Manager of Internal Audit will use professional discretion and judgment in response to such unforeseen issues and resolve them according to the requirements of the Charter. Significant changes to or deviations from the approved Annual Audit Plan shall be reported to the Audit Committee in a timely manner or as soon as possible and to the Board at the next regularly scheduled Audit Committee meeting.
- Obtain the necessary assistance of Agency staff where Internal Audit performs audits, as well as other specialized services from within or outside the organization.
- Obtain regular updates from management and Agency legal counsel regarding compliance matters affecting operations.
- Establish procedures for the receipt, retention, and treatment of comments or complaints received regarding Agency accounting, operations, or internal controls, including those matters received through Ethics Point or other channels.
- Investigate and make recommendations to the Board, Audit Committee, Executive Management and/or Human Resources, as appropriate about reported instances of inappropriate activities, misappropriation of funds or fraud, including those matters received through Ethics Point or other channels.
- Obtain additional internal or external resources when the Internal Audit Department does not possess all the necessary skills or experience to complete an audit or review, subject to the approval of the Audit Committee and when necessary from the Board.
- Assist with the evaluation of the External Auditors and the Audit Committee Advisor and make appropriate recommendations to the Audit Committee and the Board.

The Internal Auditor and the Internal Audit Department staff are **not** authorized to:

- Have any responsibilities or authority for any of the activities they audit or perform any operational duties for the Agency or its affiliates.
- Initiate or approve accounting transactions external to the Internal Audit Department.
- Direct the activities of any organization employee not employed by the Internal Audit Department, except to the extent such employees have been appropriately assigned to auditing teams or to otherwise assist the Internal Auditor in audit activities.
- Participate in any activities that would compromise their objectivity and independence or any activities that would appear to be a conflict of interest.
- Draft or write any Agency Policies and Procedures, or Standard Operating Procedures outside the Internal Audit Department.

RESPONSIBILITIES

The responsibilities of the Internal Audit Department consist of the examination, review and evaluation of the reliability and effectiveness of the Agency's governance, risk management, internal controls, and the quality of operations and systems utilized in carrying out the Agency's

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goals and objectives. The Internal Audit Department has the responsibility to perform its work with due professional care.

The Internal Auditor and audit staff shall be responsible for, but not limited to, incorporating periodically, as deemed necessary and/or in agreement with the Annual Audit Plan, activities in the following key areas:

Internal Controls

- Assess the adequacy of internal controls in place and determine if they are operating effectively.
- Review the reliability and integrity of financial and operating information and the means used to identify, measure, classify, and report such information.
- Review compliance with Agency policies and procedures, and with applicable laws and regulations which could have a significant impact on the operations of the Agency.
- Evaluate the means implemented and the extent Agency assets are identified, tracked, and safeguarded against misuse, unauthorized use, theft and loss. Make recommendations to encourage the efficient use of and safeguard of Agency assets.
- Provide recommendations that encourage efficient use of Agency resources. Review operations, programs or projects to determine if results are consistent with established objectives and goals.
- Assess the efficient and effective use of Agency resources and the controls over those resources.
- Provide consulting services on current and proposed policies, procedures, and systems to ensure adequate internal controls are considered and maintained.
- Provide consulting services to evaluate contractual agreements and determine if compliance exists.
- Use documents and information obtained from Departments in the same prudent manner as by those employees who are normally accountable for them.
- Perform “Follow-up Procedures” on all management responses to audit findings and recommendations to determine if internal control improvements and/or corrective actions have been implemented.
- Perform “Follow-up Procedures” on known external auditor’s or regulatory agency’s reported findings and recommendations to determine if internal control improvements and/or corrective actions have been implemented.
- Hold staff accountable for the resolution of audit recommendations and expect resolution of audit recommendations that have been agreed to and discussed during audit meetings and Audit Committee meetings. Resolution of audit recommendations is achieved through the implementation, a corrective action plan or adopting alternate controls to mitigate the risk identified through the audit. Conduct special projects, studies, or audits as requested by management, the Audit Committee and the Board of Directors.

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- Ensure known or suspected acts of fraud or improprieties involving Agency funds, property and employees are investigated in coordination with the Agency's legal counsel, Human Resources, senior management, and/or others as required.
- Provide recommendations to mitigate risks related to fraud, waste and abuse.

Audit

- Conduct work in accordance with the *International Standards for the Professional Practice of Internal Auditing (Standards)* and Code of Ethics as required by the Institute of Internal Auditors (IIA).
- Develop a comprehensive and flexible Annual Audit Plan using an appropriate risk-based methodology, including consideration of any risks or control concerns identified by management, the Audit Committee, the Board or the external auditor and submit that plan, as well as any periodic updates, to the Audit Committee and the Board for review and approval.
- Implement the Annual Audit Plan, as approved, including as appropriate, any special tasks or projects requested by management, the Audit Committee, or the Board.
- Provide Agency management with reasonable notice of intent to audit and with information about the audit process, except in those situations that warrant an unannounced audit.
- Consider the scope of work of the external auditors for the purpose of providing optimal audit coverage, at a reasonable cost, without redundancy or omission.
- Perform advisory services to assist the Agency in achieving its objectives; for example, reviewing controls, systems or process designs prior to implementation and providing recommendations to improve and enhance the effectiveness of controls and operations.
- Maintain a professional audit staff with sufficient knowledge, skills, experience, and professional certifications to meet the requirements of this Charter.
- Maintain technical competence through continuing professional education supported by Department goals and budgets.
- Maintain a quality assurance program whereby the Internal Auditor assures the operations of the Internal Audit Department.
- Perform a periodic review of the Internal Audit Department Charter and the Audit Committee Charter. Additions, deletions, or other changes to the Charters are subject to the approval of the Board of Directors.

Reporting

- Issue quarterly reports to and meet with the Audit Committee and management to summarize results of audit activities and status of findings and recommendations.
- Provide written status reports of IA activity to the Audit Committee quarterly. The Quarterly Status Report will include a summary of significant internal and external audit activities for the reporting period. The Status Report will be submitted for approval by the Committee and the approved Quarterly Status Report will be presented at the next regularly scheduled IEUA Board of Directors meeting.

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- Provide a written report listing all outstanding recommendations with expected resolution dates annually. The report of all outstanding recommendations will be submitted for approval by the Audit Committee and provided at the next regularly scheduled IEUA Board of Directors meeting.
- Keep the Audit Committee informed of emerging trends and successful practices in internal auditing, as well as new audit requirements, when applicable.
- Immediately report any reservations concerning control risks, accounting or disclosure practices to the Audit Committee.
- If during the scope and progress of its reviews and audits, the Internal Audit Department identifies opportunities for improving the Agency's control environment, processes and procedures to ensure an environment where assets are safeguarded, internal controls are in place and risk is mitigated, these recommendations will be communicated to the appropriate level of management and the Audit Committee as timely as necessary and in the written report.
- When deemed appropriate and necessary, provide responsible unit management with a preliminary written report of the results and recommendations of each audit, analysis, review, or investigation performed and sufficient time to respond in writing with a plan of corrective actions. Sufficient time to reply would be 30 to 60 days from the date of the final report.

Provide final reports of results and recommendations for each review and audit performed, including the responsible management's responses to the Audit Committee, Executive management and responsible management. All final reports with any responses will be submitted to the Audit Committee for discussion and to the Board for approval. However, in cases where the auditee does not provide a response that is timely or deemed responsive, the final report will not be held up pending a response and will be submitted for discussion during the next scheduled Audit Committee meeting.

STANDARDS OF ETHICAL CONDUCT

The Internal Audit Department staff have a responsibility to govern themselves so that their independence is not open to question. To this end, adherence to the Institute of Internal Auditor's "Code of Ethics" will ensure integrity, objectivity, confidentiality and competency in Internal Audit work performed on behalf of the Agency's Board and Audit Committee. These principles include:

- Performing internal auditing services in accordance with the *International Standards for the Professional Practice of Internal Auditing (Standards)*.
- Exercising honesty, diligence, and responsibility in performing duties.
- Observing the law and making disclosures expected by the law and the profession.
- Not knowingly being a party to any illegal activity, or engage in acts that are discreditable to the profession of internal auditing or to the Agency.
- Respect and contribute to the legitimate and ethical objectives of the Agency.

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- Not participating in any activity or relationship that may impair, or be presumed to impair, unbiased assessments, including activities or relationships that may be in conflict with the interests of the Agency.
- Not accepting anything that may impair or be presumed to impair professional judgment.
- Disclosing all material facts known that, if not disclosed, may distort the reporting of activities under review.
- Being prudent in the use and protection of information acquired in the course of duties.
- Not using information for personal gain or in any manner that would be contrary to the law or detrimental to the legitimate and ethical objectives of the Agency.
- Engaging in only those services or audit activities for which Internal Audit staff have the necessary knowledge, skills, and experience.
- Continually improving staff proficiency, and the effectiveness and quality of services.

MANAGEMENT RESPONSIBILITIES

It is the responsibility of the Board of Directors and senior management to foster a control environment that supports the Internal Audit Department's objectives and independence within the Inland Empire Utilities Agency. The existence of the Internal Audit Department does not diminish Agency management's financial and operational responsibilities for prudent execution and control of activities, including their responsibilities for the periodic evaluation of risk, control, and governance systems.

Management's responsibilities include:

- Providing Internal Audit with its full support and cooperation at all operating levels, including full and complete access to all records, property, and staff relative to their assigned areas of responsibility, and active participation in the audit process.
- Immediately notifying the Manager of Internal Audit and the Audit Committee of any known or suspected cases of illegal, criminal or unethical activity involving Agency funds, property, employees, or any activity which appears to present a conflict of interest.
- Timely notification to Internal Audit of any new or proposed modifications to Agency systems, procedures, operations or services, ensuring controls are built into the new or modified processes.
- Providing the Internal Audit Department with written responses to all audit findings and recommendations, including action plans, responsible employees, and targeted resolution dates or the acceptance of the risks identified.
- Implementation and resolution of audit recommendations agreed to. Resolution of audit recommendations is achieved through the implementation, a corrective action plan or adopting alternate controls to mitigate the risk identified through the audit.
- Providing the Internal Audit Department with adequate budget, staffing, assistance from staff of audited Departments, and the tools needed for the Internal Audit Department to execute its duties as defined in this Charter.

Audit Committee Charter & Internal Audit Department Charter

Sapna Nangia
Senior Internal Auditor
December 2021

Board Recommendation:

1. Approve the Audit Committee Charter and the Internal Audit Department Charter; and
2. Direct staff to implement the charters.

Charters

No proposed changes or updates at this time

Audit Committee Charter

- Purpose
- Composition
- Authority
- Responsibilities
- Meetings

Internal Audit Department Charter

- Purpose
- Mission & Values
- Accountability
- Independence
- Authority
- Responsibilities
- Standards of Ethical Conduct
- Management's Responsibilities

Board Recommendation:

1. Approve the Audit Committee Charter and the Internal Audit Department Charter; and
2. Direct staff to implement the charters.

The approval of the Audit Committee and the Internal Audit Department Charters is consistent with the *Agency's Business Goals of Fiscal Responsibility, Workplace Environment, and Business Practices* by documenting the Audit Committee's and IA's purpose, authority and responsibilities. The purpose is to assist the Board in fulfilling their oversight responsibilities over financial reporting, internal controls and compliance with legal and regulatory requirements and to assist management in achieving organizational goals and objectives by providing independent evaluations and recommendations.

**CONSENT
CALENDAR
ITEM**

1D

Date: December 8, 2021

To: The Honorable Board of Directors

ADD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Shivaji Deshmukh, General Manager

Subject: Adopt Resolution No. 2021-12-1, Making Certain Findings and Determinations
Regarding Special Rules for Conducting Meetings through Teleconference

Executive Summary:

On March 4, 2020, Governor Newsom declared a state of emergency pursuant to Government Code 8625 due to the COVID-19 pandemic and recommended, together with local officials, measures for social distancing to assist in abating the spread of COVID-19; and on March 17, 2020, the Governor issued Executive Order N-29-20 which, among other things, suspended certain Brown Act rules governing the use of teleconferencing for local agency board meetings. Executive Order N-29-20 expired on September 30, 2021. In response to the ongoing COVID-19 pandemic, the California legislature enacted, and the Governor signed into law, AB 361 amending portions of Government Code 54953, allowing for the continued use of teleconferencing for local agency board meetings while suspending the conditions and restrictions of Government Code 54953(b)(3) if the legislative body of the local agency makes certain findings. The legislative body must make these findings every 30 days to continue the use of teleconferencing.

Resolution No. 2021-11-1, will expire on December 17, 2021. The next Board Meeting is scheduled for January 5. Given the upcoming meeting schedule, staff is recommending that the Board of Directors makes the necessary findings and determinations and Adopt Resolution No. 2021-12-1 to continue to conduct meetings through teleconference for a period of 30 days.

Staff's Recommendation:

Adopt Resolution No. 2021-12-1, Making Certain Findings and Determinations Regarding Special Rules for Conducting Meetings through Teleconference

Budget Impact *Budgeted (Y/N): Y Amendment (Y/N): N Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

None.

Prior Board Action:

The Board adopted Resolution No. 2021-10-1, making certain findings and determinations regarding special rules for conducting meetings through teleconference on October 6, 2021. On November 3, 2021, and November 17, 2021, the Board adopted Resolution Nos. 2021-11-6 and 2021-11-1, respectively, making continued findings and determinations regarding special rules for conducting meetings through teleconference.

Environmental Determination:

Not Applicable

Business Goal:

The Adoption of a Resolution to make findings for conducting meetings through teleconference is consistent with the IEUA's commitment to applying ethical, fiscally responsible, transparent and environmentally sustainable principles to all aspects of business and organizational conduct.

Attachments:

Attachment 1 - Resolution No. 2021-12-1

RESOLUTION NO. 2021-12-1

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE INLAND EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY, CALIFORNIA, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE

WHEREAS, Inland Empire Utilities Agency (“IEUA”) is a municipal water district established pursuant to Section 71000 et seq. of the California Water Code; and

WHEREAS, all meetings of the Board of Directors of IEUA are conducted in open and public settings in compliance with the Ralph M. Brown Act (Brown Act) so that any member of the public may attend, participate and watch the Agency’s Board of Directors conduct their business; and

WHEREAS, on March 4, 2020, the Governor declared a state of emergency pursuant to Government Code 8625 due to the COVID-19 pandemic and has recommended, together with local officials, measures for social distancing to assist in abating the spread of COVID-19; and

WHEREAS, on March 17, 2020, the Governor issued Executive Order N-29-20 which, among other things, suspended certain Brown Act rules governing the use of teleconferencing of local agency board meetings; and

WHEREAS, the California legislature has enacted, and the Governor has signed into law, AB 361 amending portions of Government Code 54953, allowing for the continued use of teleconferencing for local agency board meetings while suspending the conditions and restrictions of Government Code 54953(b)(3) if the legislative body of the local agency makes certain findings; and

WHEREAS, On October 6, 2021 the Board of Directors of the Inland Empire Utilities Agency approved Resolution 2021-10-1 making certain factual findings, and authorizing the continued use of teleconferencing for IEUA Board meetings for an effective period of 30 days; and

WHEREAS, On November 3, 2021 the Board of Directors of the Inland Empire Utilities Agency approved Resolution 2021-11-6 again making certain factual findings, and authorizing the continued use of teleconferencing for IEUA Board meetings for an effective period of 30 days; and

WHEREAS, On November 17, 2021 the Board of Directors of the Inland Empire Utilities Agency approved Resolution 2021-11-1 again making certain factual findings, and authorizing the continued use of teleconferencing for IEUA Board meetings for an effective period of 30 days; and

WHEREAS, the Board of Directors must now determine whether to extend the effective period of Resolution 2021-11-1 for an additional 30 days, making the appropriate factual findings in support thereof;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Inland Empire Utilities Agency hereby make the following findings and determinations:

SECTION 1. The Governor has proclaimed a state of emergency on March 4, 2020 which continues.

SECTION 2. The Governor and local officials have promoted the use of social distancing as a method to abate the spread of COVID-19 within the community. The Board of Directors finds that conducting in person meetings of the IEUA Board of Directors would be inimical to social distancing and would present imminent risks to the health or safety of the attendees and conducting meetings by teleconference would diminish that risk.

SECTION 3. The Board of Directors will continue to conduct Board meetings by teleconference in compliance with Government Code 54953(e) until such time as the Governor has terminated the state of emergency and the risk to health and safety of meeting attendees is sufficiently diminished or as otherwise required by law. Notice of meetings and posted agendas will contain information which allows members of the public to access the meeting and address the Board of Directors and offer public comment including an opportunity for all persons to attend via a call-in option or an internet-based service option.

SECTION 4. This Resolution shall take effect immediately upon its adoption and shall be effective for 30 days or until such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code 54953(e)(3) to extend the time during which meetings of the Board of Directors may be conducted by teleconference without compliance with Government Code 54953(3)(b).

ADOPTED this 8 day of December, 2021.

Jasmin A. Hall President of the Inland
Empire Utilities Agency* and of the Board
of Directors thereof

ATTEST:

Steven J. Elie Secretary/Treasurer of the Inland
Empire Utilities Agency* and of the Board of
Directors thereof

STATE OF CALIFORNIA)
)
COUNTY OF SAN BERNARDINO)

I, Steven J. Elie, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO
HEREBY CERTIFY that the foregoing Resolution being No. 2021-11-1, was adopted at
a regular meeting on December 8, 2021, of said Agency by the following vote:

AYES:

NOES:

ABSENT:

Steven J. Elie
Secretary/Treasurer

(SEAL)

*A Municipal Water District

**CONSENT
CALENDAR
ITEM**

1E

Date: December 8, 2021

To: The Honorable Board of Directors

SD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Kathy Besser, Executive Manager of Ext. & Government Affairs/AGM

Subject: Adoption of Resolutions for the Carbon Canyon Water Recycling Facility Asset Management and Improvements Project State Revolving Fund Application

Executive Summary:

The State Water Resources Control Board (SWRCB) administers the Clean Water State Revolving Fund (CWSRF) Program to provide low-interest financing agreements to fund water recycling, non-point source, and wastewater treatment infrastructure projects. IEUA staff is preparing an application to the CWSRF Program for the Carbon Canyon Water Recycling Facility (CCWRF) Asset Management and Improvements Project, which will enhance efficiencies at the CCWRF and implement infrastructure improvements needed to maintain operating compliance.

The CWSRF loan application process requires two mandatory resolutions to be approved by the Board of Directors:

- 1) Authorizing resolution designating a representative to execute CWSRF agreements; and
- 2) Reimbursement resolution establishing funds to pay for project costs before receiving funding from the SWRCB.

Staff's Recommendation:

1. Adopt Resolution No. 2021-12-2 authorizing the General Manager or his designee to sign and file the Clean Water State Revolving Fund loan applications with the SWRCB for construction of the subject project; and
2. Adopt Resolution No. 2021-12-3, establishing IEUA's intention to pay for and be reimbursed for expenditures related to the construction of the subject project.

Budget Impact *Budgeted (Y/N): Y Amendment (Y/N): Y Amount for Requested Approval: \$ 30,000,000*

Account/Project Name:

EN17006/Carbon Canyon Water Recycling Facility Asset Management and Improvements Project

Fiscal Impact (explain if not budgeted):

None.

Prior Board Action:

June 16, 2021 - Board adopted the Addendum to the Facilities Master Plan PEIR
November 18, 2020 - Board approved engineering services contract amendment to CDM Smith
November 21, 2018 - Board approved engineering services contract amendment to CDM Smith
April 19, 2017 - Board approved the award of the consulting engineering services contract to CDM Smith

Environmental Determination:

Project Environmental Impact Report

An addendum to the Facilities Master Plan Program Environmental Impact Report (SCH No. 2016061064) was the appropriate CEQA environmental determination for the project.

Business Goal:

This action supports the Agency's mission of pursuing grants and low-interest financing.

Attachments:

Attachment 1 - Background
Attachment 2 - Resolution No. 2021-12-2
Attachment 3 - Resolution No. 2021-12-3

Background

Subject: Adoption of Resolutions for the Carbon Canyon Water Recycling Facility Asset Management and Improvements Project State Revolving Fund Application

The Carbon Canyon Water Recycling Facility (CCWRF) Asset Management and Improvements Project (Project) promotes state planning priorities by utilizing existing infrastructure located at the CCWRF. The Project supports population growth within IEUA's service area by making the improvements needed to maintain meeting permit requirements and optimize the energy usage at the facility. The project will provide needed process improvements to all phases of treatment, including:

- A. Replacement of the Headworks
- B. Improvements to the Odor Control System
- C. Aeration Blower Improvements, and
- D. 12kV Backup Generator Control Circuit Improvement.

The Project has a total estimated cost of \$30,000,000 and is expected to be completed by November 1, 2023. The Project will be funded through two separate low-interest loan programs: the Water Infrastructure Finance and Innovation Act (WIFIA) Program administered through the US Environmental Protection Agency and the Clean Water State Revolving Fund (CWSRF) Loan Program administered through the State Water Resources Control Board (SWRCB).

The CWSRF program requires IEUA's Governing Board to adopt two resolutions as part of a complete application package. The first is an authorizing resolution designating the General Manager or an assigned representative to execute CWSRF agreements and other documents needed to maintain compliance throughout the life of the agreement, and the second is a reimbursement resolution establishing funds to pay for project costs before receiving funding from the SWRCB.

Prior Board actions:

- On April 19, 2017, the Board of Directors approved the award of the consulting engineering services contract for the EN17006 Project, to CDM Smith, for the not-to-exceed amount of \$3,631,892.
- On November 21, 2018, the Board of Directors approved an amendment to the consulting engineering services contract for the EN17006 Project, to CDM Smith, for the not-to-exceed amount of \$443,840
- On November 18, 2020, the Board of Directors approved an amendment to the consulting engineering services contract for the EN17006 Project, to CDM Smith, for the not-to-exceed amount of \$169,920, adjusting the contract from \$2,960,364 to \$3,130,284 (6% increase)

- On June 16, 2021, the Board of Directors adopted the Addendum to the Facilities Master Plan Program Environmental Impact Report (SCH No. 2016061064) as the appropriate CEQA environmental determination for the EN17006 Project.

RESOLUTION NO. 2021-12-2

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
INLAND EMPIRE UTILITIES AGENCY*, SAN
BERNARDINO COUNTY, CALIFORNIA, AUTHORIZING
THE INLAND EMPIRE UTILITIES AGENCY TO SIGN AND
FILE A FINANCIAL ASSISTANCE APPLICATION AND
EXECUTE AN AGREEMENT WITH THE STATE WATER
RESOURCES CONTROL BOARD FOR THE CARBON
CANYON WATER RECYCLING FACILITY ASSET
MANAGEMENT AND IMPROVEMENTS PROJECT.**

BE IT RESOLVED, by the Board of Directors of the Inland Empire Utilities Agency*(Agency) that the General Manager or his designee are hereby authorized and directed to sign and file, on behalf of the Agency, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board (SWRCB) for the construction of all components related to the Carbon Canyon Water Recycling Facility Asset Management and Improvements Project, and

BE IT RESOLVED, that the Board of Directors hereby agrees and further does authorize the General Manager or his designee to provide the assurances, certifications and commitments required for the financial assistance applications, including executing a financial assistance agreement with the SWRCB and any amendments or changes thereto; and

BE IT RESOLVED, that the General Manager or his designee is authorized to represent the Agency in carrying out the Agency's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Agency and compliance with applicable state and federal laws

ADOPTED this 8^h day of December 2021.

Jasmin A. Hall
President of the Inland Empire Utilities Agency*
and of the Board of Directors thereof

ATTEST:

Steven J. Elie
Secretary/ Treasurer of the Inland Empire
Utilities Agency* and of the Board of
Directors thereof

*A Municipal Water District

COUNTY OF SAN BERNARDINO)

meeting on December 8, 2021, of said Agency* by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Steven J. Elie, Secretary/Treasurer of the
Inland Empire Utilities Agency* and of
the Board of Directors thereof

(Seal)

* A Municipal Water District

RESOLUTION NO. 2021-12-3

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
INLAND EMPIRE UTILITIES AGENCY*, SAN
BERNARDINO COUNTY, CALIFORNIA, ESTABLISHING
ITS INTENTION TO BE REIMBURSED FOR
EXPENDITURES RELATED TO THE CONSTRUCTION OF
PUBLIC FACILITIES AND IMPROVEMENT RELATED TO
THE CARBON CANYON WATER RECYCLING FACILITY
ASSET MANAGEMENT AND IMPROVEMENTS PROJECT.**

WHEREAS, the Inland Empire Utilities Agency (the "Agency") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water and wastewater system, including certain treatment facilities, pipelines and other infrastructure (the "Project"); and,

WHEREAS, the Agency intends to finance the reconstruction of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and,

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"); and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Agency; and

WHEREAS, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, the Board of Directors of the Inland Empire Utilities Agency* does hereby RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

SECTION 1. The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.

SECTION 2. The reasonably expected maximum principal amount of the Project Funds is \$30,000,000.

SECTION 3. This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.

SECTION 4. Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.

SECTION 5. To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 6. This resolution is adopted as official intent of the Agency in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.

SECTION 7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

ADOPTED this 8^h day of December 2021.

Jasmin A. Hall
President of the Inland Empire Utilities
Agency* and of the Board of Directors thereof

ATTEST:

Steven J. Elie
Secretary/ Treasurer of the Inland Empire
Utilities Agency* and of the Board of
Directors thereof

*A Municipal Water District

STATE OF CALIFORNIA)
)SS
COUNTY OF SAN BERNARDINO)

I, Steven J. Elie, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO
HEREBY CERTIFY that the foregoing Resolution being No. 2021-12-3 was adopted at a regular
meeting on December 8, 2021, of said Agency* by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Steven J. Elie, Secretary/Treasurer of the
Inland Empire Utilities Agency* and of
the Board of Directors thereof

(Seal)

* A Municipal Water District

**CONSENT
CALENDAR
ITEM**

1F

Date: December 8, 2021

To: The Honorable Board of Directors

SSD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Christiana Daisy, Deputy General Manager

Subject: Electro-Chemical Devices Chlorine Analyzers Standardization

Executive Summary:

In 2013, Inland Empire Utilities Agency (IEUA) completed a six-month field study to determine the best chlorine analyzer to use in the wastewater treatment plants. IEUA staff determined that Electro-Chemical Devices (ECD) chlorine analyzers performed the best overall. The same year, the Board approved the single-source-procurement of 36 ECD chlorine analyzers. Chlorine analyzers are required as part of the National Pollutant Discharge Elimination System (NPDES) Permit and Title 22 total chlorine residual regulatory requirements. In 2022, the Department of Drinking Water will begin requiring additional monitoring of free chlorine in our disinfection processes, which will require the installation of seven new chlorine analyzers at Regional Water Recycling Plant No.1 (RP-1) and No. 4 (RP-4). The staff has extensive knowledge operating and maintaining ECD chlorine analyzers over the last eight years. The analyzers have proven to be reliable and require minimal maintenance, and the procurement of additional ECD chlorine analyzers will match the existing equipment manufacturer at the IEUA treatment plants. As such, staff is requesting a finding per Public Contract Code 3400(c), which allows public agencies to specify a specific product for use if the awarding authority makes a finding that one or more conditions exist, specifically matching existing products in use on the particular public improvement, and is available from only one source.

Staff's Recommendation:

1. Adopt a finding pursuant to Public Contract Code 3400(c) that the use of Electro-Chemical Devices (ECD) Chlorine Analyzers, specifically conditions: (2) to match an existing product that is used across all treatment plants at IEUA; and (3) the chlorine analyzers are only available from ECD; and
2. Authorize the standardization selection and sole source procurement for future O&M and capital projects.

Budget Impact *Budgeted (Y/N):* Y *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Not Applicable.

Fiscal Impact (explain if not budgeted):

None.

Prior Board Action:

On August 21, 2013, the Board of Directors approved the purchase and installation of 36 Total Chlorine Residual Analyzers, Project No. EP14004, from Electro-Chemical Devices for a not-to-exceed amount of \$360,000, including sales tax and freight charges.

Environmental Determination:

Not Applicable

Business Goal:

The use of the Electro-Chemical Devices Chlorine Analyzers is consistent with IEUA's Business Goal of Business Practices, specifically the Efficiency and Effectiveness objective that IEUA will apply best industry practices in all processes to maintain or improve the quality and value of the services we provide to our member agencies and the public.

Attachments:

Attachment 1 - Background
Attachment 2 - PowerPoint

Attachment 1



Background

Subject: Electro-Chemical Device Chlorine Analyzers Standardization

Total chlorine residual analyzers are currently a monitoring requirement of Inland Empire Utilities Agency's (IEUA's) wastewater treatment process, as they measure the chlorine residual in the tertiary treatment process. This data is monitored to meet the National Pollutant Discharge Elimination System (NPDES) Permit and Title 22 total chlorine residual regulatory requirements. In addition, in 2022, the Department of Drinking Water will require monitoring of free chlorine in the treatment plant effluent to comply with their permit for groundwater recharge. To monitor free chlorine, seven new chlorine analyzers need to be installed at Regional Water Recycling Plant No.1 (RP-1) and Regional Water Recycling Plant No.4 (RP-4), and it is the Operations Department's request to utilize the same manufacturer of analyzers currently in use throughout IEUA's facilities.

In 2013, Inland Empire Utilities Agency (IEUA) completed a six-month long field study to determine the best total chlorine residual analyzers to install at all IEUA facilities. After this study, IEUA staff determined that Electro-Chemical Devices (ECD) chlorine analyzers performed the best overall. In the same year, the Board approved the single-source-procurement of 36 ECD Chlorine Residual Analyzers, which were installed at IEUA treatment plants. Since installation eight-years ago, the Operations Department has continued to maintain and operate these ECD analyzers. IEUA staff recommends continuing using ECD chlorine analyzers within the treatment plants moving forward due to their reliability and to maintain consistency.

In addition, the Operations Department has documented the following benefits over other manufacturers:

1. Requires minimal maintenance
2. Staff is well trained and have several years of experience maintaining these analyzers
3. Provides standardization throughout the IEUA facilities
4. Can be installed with existing analyzer equipment

Given the benefits and proven reliability of the ECD chlorine analyzers to IEUA, the following recommendation is made.

Pursuant to the Public Contract Code 3400(c) below, Public Agencies are allowed to make a finding to sole source a product if any one of the findings below are valid. This board action is a request for the Board to make such a finding on two accounts and authorize the sole source of the Electro-Chemical Device Chlorine Analyzers for future O&M and capital projects.

PUBLIC CONTRACT CODE - PCC

DIVISION 2. GENERAL PROVISIONS [1100 - 22355]

(Division 2 enacted by Stats. 1981, Ch. 306.)

PART 1. ADMINISTRATIVE PROVISIONS [1100 - 9204]
(*Heading of Part 1 added by Stats. 1982, Ch. 1120, Sec. 2.*)

CHAPTER 3. Formation [3000 - 3505]
(*Chapter 3 added by Stats. 1983, Ch. 256, Sec. 81.*)

ARTICLE 4. Preference for Materials [3400 - 3410]
(*Heading of Article 4 renumbered from Article 5 by Stats. 2017, Ch. 816, Sec. 2.*)

3400.

(a) The Legislature finds and declares that it is the intent of this section to encourage contractors and manufacturers to develop and implement new and ingenious materials, products, and services that function as well, in all essential respects, as materials, products, and services that are required by a contract, but at a lower cost to taxpayers.

(b) No agency of the state, nor any political subdivision, municipal corporation, or district, nor any public officer or person charged with the letting of contracts for the construction, alteration, or repair of public works, shall draft or cause to be drafted specifications for bids, in connection with the construction, alteration, or repair of public works, (1) in a manner that limits the bidding, directly or indirectly, to any one specific concern, or (2) calling for a designated material, product, thing, or service by specific brand or trade name unless the specification is followed by the words “or equal” so that bidders may furnish any equal material, product, thing, or service. In applying this section, the specifying agency shall, if aware of an equal product manufactured in this state, name that product in the specification. Specifications shall provide a period of time prior to or after, or prior to and after, the award of the contract for submission of data substantiating a request for a substitution of “an equal” item. If no time period is specified, data may be submitted any time within 35 days after the award of the contract.

(c) Subdivision (b) is not applicable if the awarding authority, or its designee, makes a finding that is described in the invitation for bids or request for proposals that a particular material, product, thing, or service is designated by specific brand or trade name for any of the following purposes:

(1) In order that a field test or experiment may be made to determine the product’s suitability for future use.

(2) *In order to match other products in use on a particular public improvement either completed or in the course of completion.*

(3) *In order to obtain a necessary item that is only available from one source.*

(4) (A) In order to respond to an emergency declared by a local agency, but only if the declaration is approved by a four-fifths vote of the governing board of the local agency issuing the invitation for bid or request for proposals.

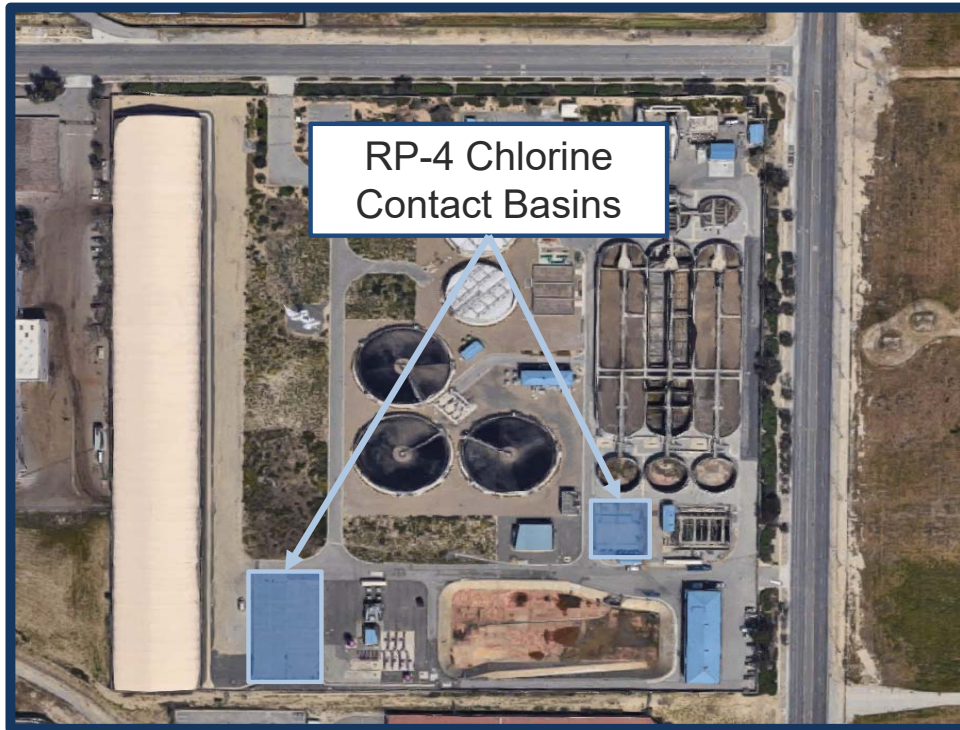
(B) In order to respond to an emergency declared by the state, a state agency, or political subdivision of the state, but only if the facts setting forth the reasons for the finding of the emergency are contained in the public records of the authority issuing the invitation for bid or request for proposals.

Attachment 2

Electro-Chemical Devices Chlorine Analyzer Standardization

James Spears, PE
Senior Engineer
December 2021

Project Location



Background

- Chlorine analyzer field study in 2013
 - Electro-Chemical Devices (ECD) performed best
- Board approved purchase of 36 ECD Analyzers in 2013
 - Analyzers are still in use at IEUA facilities
- Required for compliance
 - Monitor chlorine residual in the tertiary process
 - Title 22
 - National Pollutant Discharge Elimination System (NPDES)
 - Department of Drinking Water (DDW)



ECD Chlorine Analyzer RP-1

ECD Chlorine Analyzers

- Operational Benefits:
 - Proven reliable since 2013
 - No new training required for O&M staff
 - Can be installed with existing analyzer equipment
 - Warehouse already carries spare parts
 - Equipment standardization follows asset management program



Total Chlorine Analyzer

Recommendation

- Adopt a finding pursuant to Public Contract Code 3400(c) that the use of Electro-Chemical Devices (ECD) Chlorine Analyzers, specifically conditions: (2) to match an existing product that is used across all treatment plants at IEUA; and (3) the chlorine analyzers are only available from ECD; and
- Authorize the standardization selection and sole source procurement for future O&M and capital projects.

The use of the Electro-Chemical Devices Chlorine Analyzers is consistent with **IEUA's Business Goal of Business Practices**, specifically the Efficiency and Effectiveness objective that IEUA will apply best industry practices in all processes to maintain or improve the quality and value of the services we provide to our member agencies and the public.

**CONSENT
CALENDAR
ITEM**

1G

Date: December 8, 2021

To: The Honorable Board of Directors

ASD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Randy Lee, Executive Manager of Operations/AGM



Subject: Sole Source Purchase of RP-1 and RP-2 Distributed Control System Upgrade

Executive Summary:

The Agency operates two wastewater treatment plants using a computerized system called Distributed Control Systems (DCS) manufactured by Schneider Electric / Foxboro. The DCS at Regional Water Recycling Plant No. 1 (RP-1) and Regional Water Recycling Plant No. 2 (RP-2) provide automation of plant treatment processes, notification of alarm conditions, remote control for on-call operators, and recording of process data; including data used to report to the regulatory agencies. The original DCS systems at RP-1 and RP-2 were installed in 1989 and have received several updates over their lifetime. The last update for RP-1 was in 2010, and for RP-2 was in 2007. Two projects, RP-1 Migration and Regional Water Recycling Plant No. 5 (RP-5) Expansion, will replace or eliminate the need for the existing DCS. However, the current DCS computer servers and software have reached the end of life. The DCS upgrade project will provide the necessary upgrades to extend the RP-1 and RP-2 DCS life to their expected decommissioning in 2025. Schneider Electric / Foxboro's technical staff has supported the Agency for over three decades, and they understand the unique architecture and complexities of the Agency's DCS. The sole source request is based on their staff's specific knowledge of the Agency's system and the proprietary nature of the Foxboro DCS.

Staff's Recommendation:

1. Approve the sole source purchase for Foxboro DCS Upgrade equipment and services with Schneider Electric for a not-to-exceed amount of \$375,000; and
2. Authorize the General Manager to complete the sole source procurement.

Budget Impact *Budgeted (Y/N): Y Amendment (Y/N): N Amount for Requested Approval: \$ 375,000*

Account/Project Name:

IS22007 / RP-1 and RP-2 DCS Upgrade

Fiscal Impact (explain if not budgeted):

Not Applicable

Prior Board Action:

On October 21, 2020, the Board approved a two-year DCS Support Services Contract awarded to Schneider Electric, Contract No. 4600002966.

Environmental Determination:

Not Applicable

Business Goal:

The purchase of RP-1 and RP-2 DCS upgrade is consistent with IEUA's Business Goal of Business Practices, specifically, Efficiency and Effectiveness objective that IEUA will apply best industry practices in all processes in maintain or improve the quality and value of the services we provide to our member agencies and the public.

Attachments:

Attachment 1 - Power Point

Attachment 2 - Schneider Electric Proposal QLK-2010-5208885 (RP-1)

Attachment 3 - Schneider Electric Proposal QLK-2010-5208891 (RP-2)



Sole Source Purchase of RP-1 and RP-2 Distributed Control System Upgrade

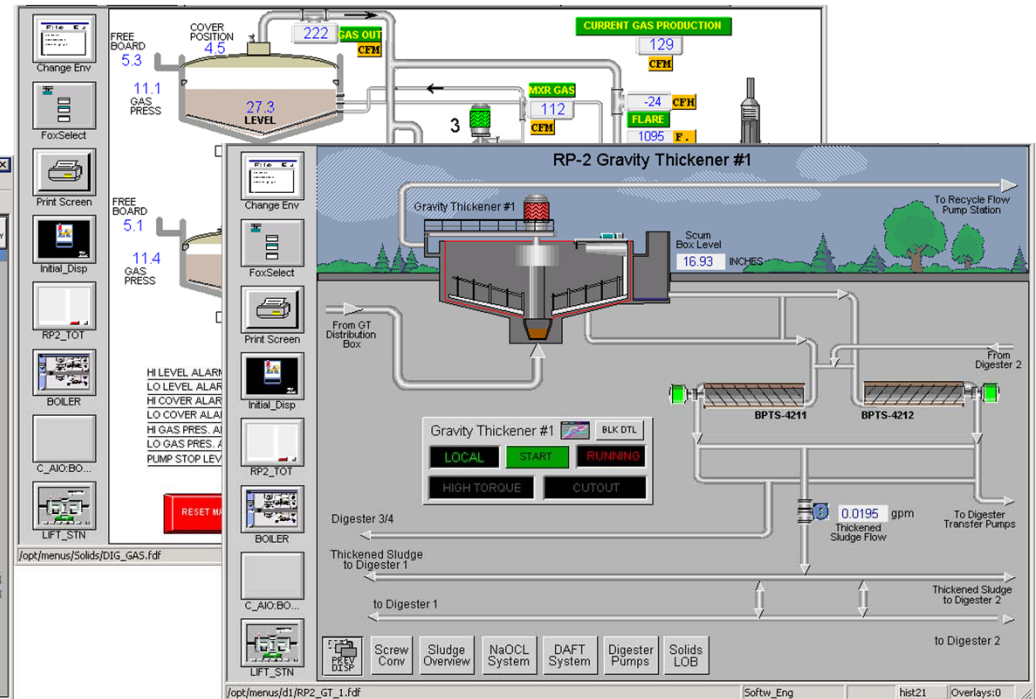
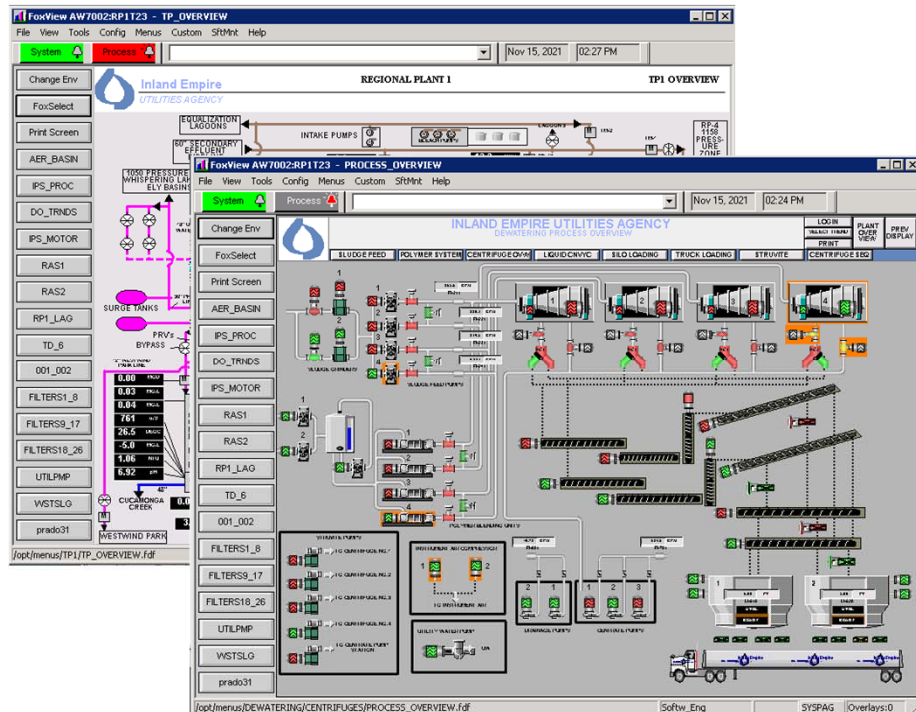
Don Hamlett

Acting Deputy Manager of Integrated Systems Services

December 2021

Distributed Control System (DCS)

- DCS is computer system and software that monitors and automates treatment processes
- IEUA uses the DCS at RP-1 and RP-2 to provide alarm notification, remote control for on-call operators, and recording of process data reported to regulatory agencies



RP-1 and RP-2 DCS Update

RP-1



- DCS first installed in 1989
- Computer and software last updated in 2010
- DCS computer hardware and software are at End of Life
- Upgrades will extend life of DCS to end of RP-1 Migration.

RP-2



- DCS first installed in 1989
- Computer and software last updated in 2007
- DCS computer hardware and software are at End of Life
- Upgrades will extend life of DCS to end of RP-5 Expansion Project and decommissioning of RP-2

Recommendation

- Approve the sole source purchase for Foxboro DCS Upgrade equipment and services with Schneider Electric for a not-to-exceed amount of \$375,000; and
- Authorize the General Manager to execute the sole source purchase.

The purchase for Foxboro DCS Upgrade is consistent with IEUA's **Business Goal of Business Practices**, specifically, Efficiency and Effectiveness objective that IEUA will apply best industry practices in all processes in maintain or improve the quality and value of the services we provide to our member agencies and the public.

**CONSENT
CALENDAR
ITEM**

1H

Date: December 8, 2021

ADD

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee: Engineering, Operations & Water Resources

12/08/21

Executive Contact: Christiana Daisy, Deputy General Manager

Subject: SCADA Enterprise System Consulting Engineering Services Contract Amendment

Executive Summary:

Consistent with the Agency's Supervisory Control and Data Acquisition (SCADA) Master Plan, the final phase of the SCADA Enterprise System Project will migrate all control systems at Regional Water Recycling Plant No. 1 (RP-1) to the Rockwell PlantPax platform. In 2013, Eramosa International Inc. was awarded a design contract for the first phase, the Carbon Canyon Water Reclamation Facility (CCWRF) SCADA Migration, later transitioned to Owner's Engineer for the RP-4 and RP-5 Design-Build Migrations, and finally returned as the design engineer for the RP-1 SCADA Migration. During the preliminary design phase at RP-1, Inland Empire Utilities Agency (IEUA) Staff identified existing fiber-optic cabling is not consistent with the SCADA Standards and has reach the end of useful life. The fiber needs to be re-located to new control cabinets, enclosures, and network devices. In the event a fiber-optic cable breaks, entire sections of RP-1 would lose network access for an unpredictable amount of time. Eramosa was requested to provide a proposal to evaluate the impact of the existing fiber infrastructure on the RP-1 SCADA Migration. Their proposal includes an assessment of the existing fiber and a replacement design (e.g. plans and specifications) of the critical fiber at end of useful life. A contract amendment is requested for a not-to-exceed amount \$119,300, increasing the Eramosa contract, from \$1,580,699.81 to \$1,699,999.81 (7% increase).

Staff's Recommendation:

1. Approve a contract amendment for the SCADA Enterprise System, Project No. EN13016, to Eramosa International Inc., for a not-to-exceed amount of \$119,300, increasing the contract from \$1,580,699.81 to \$1,699,999.81 (7% increase); and
2. Authorize the General Manager to execute the contract amendment subject to non-substantive changes.

Budget Impact *Budgeted (Y/N):* Y *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

EN13016/SCADA Enterprise System (RP-1)

Fiscal Impact (explain if not budgeted):

None.

Prior Board Action:

11-18-20: IEUA Board approved Eramosa contract amendment; a net increase of \$1,342,300.
05-24-18: IEUA Board approved Eramosa contract amendment; a net increase of \$87,858.
05-17-17: IEUA Board approved Eramosa contract amendment; a net increase of \$389,020.
05-15-13: IEUA Board approved contract award to Eramosa for the amount of \$1,855,379.
07-18-12: Board of Directors adopted the SCADA Master Plan.

Environmental Determination:**Categorical Exemption**

In June 2014, IEUA filed a Notice of Exemption with San Bernardino County for the SCADA Enterprise System, Project No, EN13016, which included the RP-1 facility.

Business Goal:


The SCADA Enterprise System Project is consistent with the IEUA's Business Goal of Business Practices, specifically the Efficiency and Effectiveness objective that IEUA strives to apply best industry practices in all processes to maintain or improve the quality and value of the services we provide to our member agencies and the public.

Attachments:

Attachment 1 - PowerPoint

Attachment 2 - Contract Amendment

Attachment 1



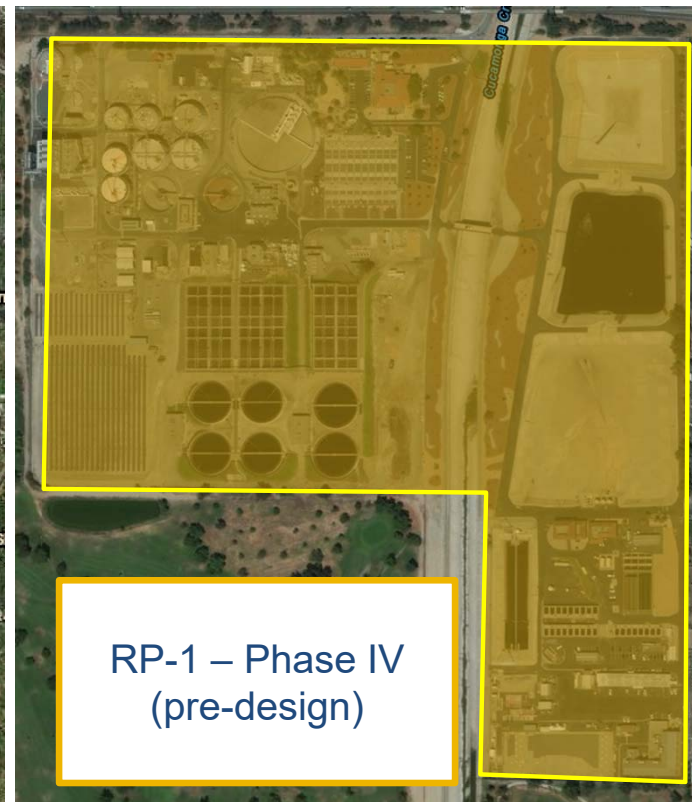
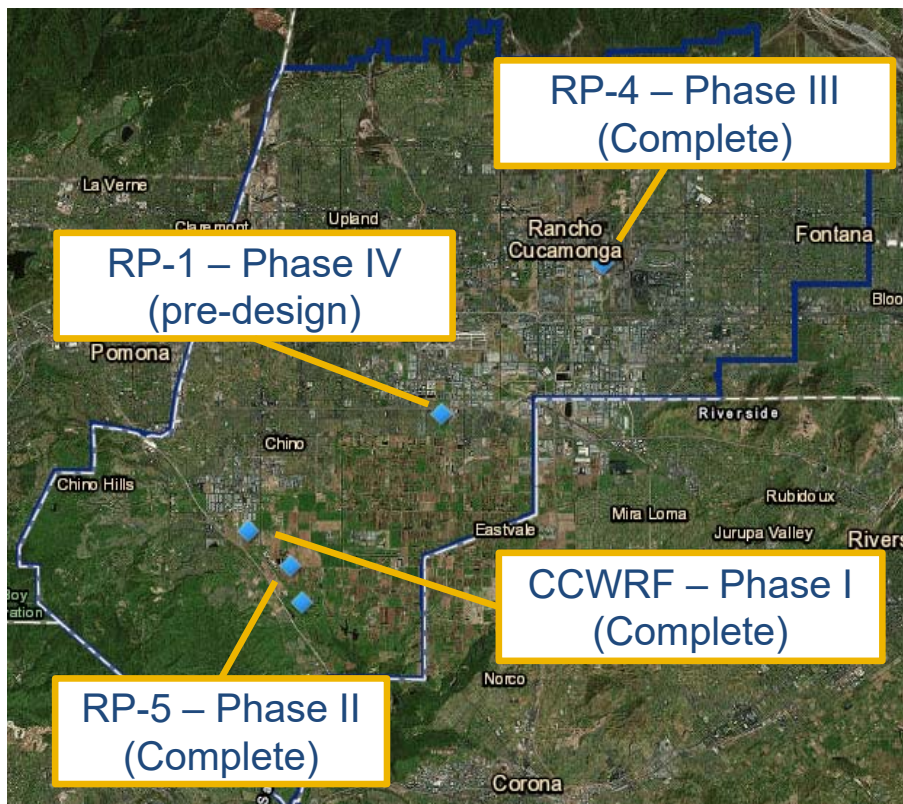
SCADA Enterprise System Project (RP-1)

Design Contract Amendment

Project No. EN13016

Pierre Cayatte, P.E.
Senior Engineer
December 2021

Regional Water Recycling Plant No. 1 Project Location



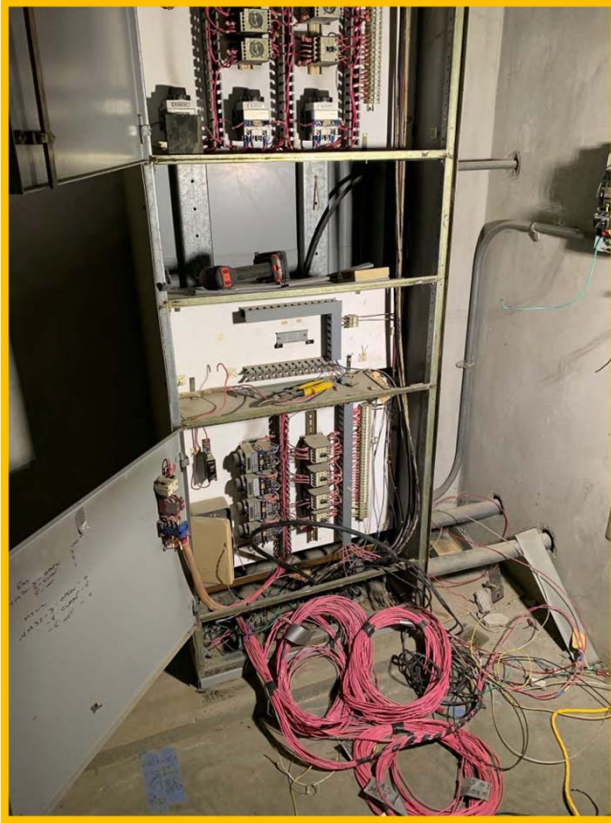
The Project



RP-1 Control Panel and Server Room

- Eramosa International Inc.
 - Designed the CCWRF SCADA Migration in 2013
 - Owner's Engineer for RP-4 and RP-5 migrations
 - Design and PCNs for RP-1 SCADA Migration
- Review all documentation and all control panels
- Design panel modifications for migration to PlantPAX
- Develop migration plan and system architecture
- Compile bill of materials and engineer's estimate

Challenges



- RP-1's Existing Fiber-Optic Cable Infrastructure
 - Most of the fiber is 20+ years old and has reached end-of-life
 - Fiber needs to be relocated and re-terminated
 - In the event a fiber breaks, facility loses network access

The Opportunity



- Replace RP-1's Fiber-Optic Infrastructure
 - Assessment of the existing fiber
 - Includes criteria such as installation date and compatibility with new specifications
 - Results in quantification of fiber to remain
 - Develop a Fiber Network design
 - New design to be incorporated into the 50% design submittal

Project Budget

Description	Cost
Design Services	\$3,861,170
Design Consultant Contract (actuals)	\$2,342,797
Design Consultant Contract Amendment (this Action)	\$119,300
IEUA Design Services (actuals + forecast)	\$1,067,433
Arcadis U.S. Inc. (RP-1 Control Schematics)	\$239,940
Programming Services	\$91,700
Construction Services	\$2,864,806
Engineering Services During Construction (6.5%)	\$520,000
IEUA Construction Services (7%)	\$560,000
Programming Services for Integration Services (estimate)	\$1,784,806
Construction	\$9,200,000
Construction Contract (estimate)	\$8,000,000
Contingency (~15%)	\$1,200,000
Total Project Cost (this Project):	\$15,925,976
Total Project Cost (CCWRF, RP-4, and RP-5)	\$14,952,890
Total Project Cost (All)	\$30,878,866
Total Project Budget:	\$27,319,448*

Project Milestone	Date
Design	
Design Completion	July 2022
Construction	
Construction Contract Award	October 2022
Construction Completion	June 2024

*The budget will be amended during the FY22/23 Ten-Year Forecast budgeting cycle.

Recommendation

- Approve a contract amendment for the SCADA Enterprise System, Project No. EN13016, to Eramosa International Inc., for a not-to-exceed amount of \$119,300, increasing the contract from \$1,580,699.81 to \$1,699,999.81 (7% increase); and
- Authorize the General Manager to execute the contract amendment subject to non-substantive changes.

The SCADA Enterprise System Project is consistent with the **IEUA's Business Goal of Business Practices**, specifically the Efficiency and Effectiveness objective that IEUA strives to apply best industry practices in all processes to maintain or improve the quality and value of the services we provide to our member agencies and the public.

Attachment 2



CONTRACT AMENDMENT NUMBER: 4600002939-002

FOR

SCADA ENTERPRISE SYSTEM CONSULTING

THIS CONTRACT AMENDMENT TWO is made and entered into this _____ day of _____, 2021, by and between the Inland Empire Utilities Agency, a Municipal Water District, organized and existing in the County of San Bernardino under and by virtue of the laws of the State of California (hereinafter interchangeably referred to as "IEUA" and "Agency") and Eramosa International Inc., with offices in Detroit, Michigan and Ontario, Province of Canada (hereinafter referred to as "Consultant"), for designing and implementing the SCADA Enterprise Project No. EN13016 and all germane Child Projects as previously exercised on assigned novation Contract Amendment 4600002438-002, and shall revise the Contract as herein amended:

SECTION FOUR, SCOPE OF WORK AND SERVICES, ADDS THE FOLLOWING PARAGRAPH: Consultant's additional services and responsibilities shall be in accordance with **Exhibit C** which is referenced herein and made a part hereof by this reference.

SECTION SIX, COMPENSATION, ADDS THE FOLLOWING PARAGRAPH: As compensation for the additional work performed under this Contract Amendment Number Two and in accordance with **Exhibit C**, Agency shall pay Consultant a **NOT-TO-EXCEED maximum of \$1,699,999.81**. This represents an increase of \$119,300.00 to the Contract.

Balance of this Contract remains in full force and effect.

WITNESSETH, that the parties hereto have mutually covenanted and agreed as per the above amendment items, and in doing so have caused this document to become incorporated into the Contract documents.

INLAND EMPIRE UTILITIES AGENCY:
(A Municipal Water District)

ERAMOSA INTERNATIONAL, INC.:

Shivaji Deshmukh
General Manager

(Date)

Nick Hallas
President

(Date)

Exhibit C

Inland Empire Utilities Agency

Regional Water Recycle Plant #1 (RP-1) SCADA Migration

Contract Change #8 – RP-1 Fiber Network System

November 10, 2021

VERSION 6.1



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1.0 COVER

Mr. Pierre Cayatte, Project Manager
Inland Empire Utilities Agency, 6075 Kimball Ave. HQ-B, Chino, CA 91708

Re:RP-1 SCADA Migration – Fiber Network

Dear Mr. Cayatte:

Eramosa International Inc. (Eramosa) appreciates the opportunity to continue our working relationship with Inland Empire Utilities Agency (Agency) for the Supervisory Control and Data Acquisition (SCADA) Migration project. Eramosa International Inc. has a parent company Eramosa Engineering Inc. located in Ontario, Canada. We are focused on retaining, developing, and growing the top talent in SCADA Operational Technology (OT), Information Technology (IT), Data Analytics and Decision Support Systems for water and wastewater sectors. These professional services are our company's primary focus and core competency.

This Request for Change #8 (RFC-008) updates our understanding of Agency's goals and objectives to modernize their operational SCADA System at Regional Water Recycling Plant No. 1 (RP-1). This change request is based on Eramosa's Fiber Technical Memorandum, understanding of the project, discussions with Agency, and the expected roles to successfully deliver the RP-1 SCADA Migration Project. The change order details are captured below in the body of this document.

Please feel free to contact me with any questions regarding this change request. I can be reached on my mobile number, 916-524-9007 or email at jeffrey.montano@eramosa.com

Sincerely,



Jeffrey Montano, P.E., P.Eng., *Project Manager*

2.0 PROJECT OVERVIEW

Project Understanding

Eramosa is currently supporting the Agency with their SCADA Migration at RP-1 by providing engineering and design services. During the project design and requirements development, it was communicated to Eramosa that the Agency has concerns with the existing Fiber Optic network. This discovery came about during an existing project, Mechanical Restoration Project, where existing Fiber Optic cables had to be back-pulled from an existing panel and re-pulled into a new panel or pulled into a temporary panel. Following these fiber optics modifications, the re-pulled existing cables were tested and found to have failures of the glass strands. The Agency documented these failures to the fiber cables in document “200123 – RP-1 Fiber Cable Run Diagram”. This precipitated in a request to Eramosa to develop a Technical Memorandum (TM) regarding the existing RP-1 Fiber Optic network infrastructure for SCADA. The result of the TM was that most of the existing fiber optic cables are end of life and do not meet the current Fiber Optic cable specifications. There are a few new cables that have been recently installed with on-going capital projects and are candidates for retention. Cable assessment criteria has been established for use and assessment of cable retention. The Technical Memorandum has been attached to this proposal for reference and contains additional details.

Changes contained in this Change Order

- Assessment of existing Fiber cables & existing Raceways
- RP-1 SCADA Network Fiber Design

First phase of the Fiber Network design will be an assessment of the existing installed fiber optic cables. The assessment effort will be to quantify the existing fiber cables and their attributes. The preliminary engineering assessment will result in a final quantification of existing cables that can be retained if they meet the following acceptance criteria:

- Fiber Optic cables with less than five years of age from installation
- Fiber Optic cables that are compatible with new cables specifications. These attributes are Single Mode (SM) and 50-micron glass.
- Fiber Optic cable has an industrial environment rated jacket.

The current fiber cable schedule spreadsheet shows that there are 46 cables. Based on the total cables in the list, 72% are Multi-Mode 62.5 micron and 28% are Single Mode 50 micron. The Multi-Mode will be replaced due to age and incompatibility with the newer 50-micron glass specifications. Of the remaining 28% that are Single Mode, only a fraction will meet the less than five years threshold. At this stage, no more than 28% of the existing fiber would be retained. Cables that are deemed to meet the acceptable fiber cable retention criteria will require additional testing during construction. Cables that are retained will be shown as existing in the Fiber Design.

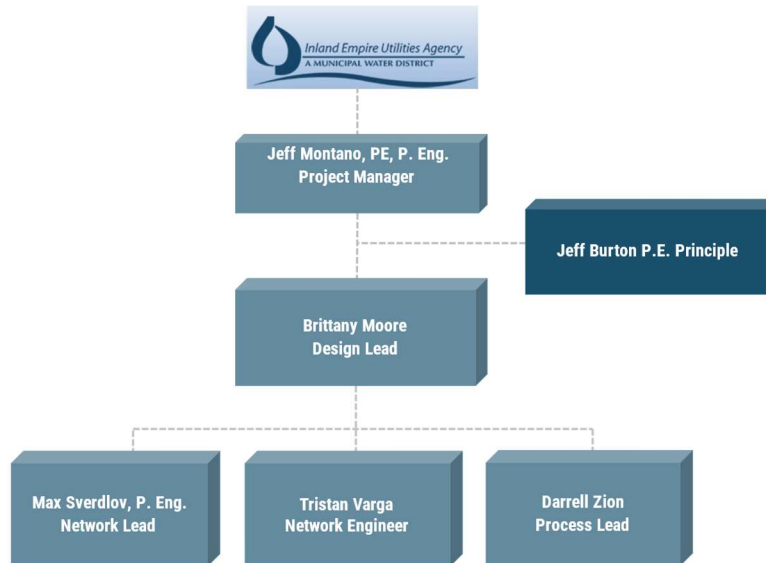
These retained cables will be tested like new cables during the construction phase. The Contractor will be specified to test fiber cables prior to install and post install with a report on the Optical Time Domain Reflectometer (OTDR) results per strand of glass. If any of these glass strands, in a single cable, are noted as failed then replacement of cable is recommended.

Eramosa is in process of development of the RP-1 SCADA Migration design package. The 30% design package was submitted in September 2021. Once the 30% draft design has been reviewed by the Agency and comments have been received, Eramosa will move forward into the next phase of design, the 50% submittal, currently scheduled for late January 2022. Upon approval of this change order #8 Eramosa will develop a draft Fiber Network design and include it with the 50% submittal. Adding a draft design for the Fiber Network to the 50% design will align the design phases for SCADA Migration and Fiber Network.

The final deliverable for the project will be Plans and Specifications used for bidding the supply and installation work for the RP-1 Fiber Network.

3.0 PROJECT TEAM & EXPERIENCE

The Eramosa International corporate headquarters is in Overland Park, KS (9393 W. 110th Street, Suite 500, PMB#5605, Overland Park, KS, 66210) with a local support team in California to serve our local SoCal clients. The Eramosa contact person for this change order is the Project Manager, Jeffrey Montano, and can be reached at 916-524-9007.



4.0 PROJECT SCOPE & DELIVERABLES

Our approach and Scope of Services are described below.

Overview

This Change Order is focused on the design only. The following tasks will be performed:

1. Fiber Network Cables and Raceway Assessment.
2. Fiber Network 50% design.
3. Fiber Network 100% design.
4. Fiber Network Final Bid Package.

Scope of Services

Our approach to this change order consists of the following tasks:

Task 1 – Project Management

1. Provide monthly invoice and Status Report to Agency Project Manager.

Task 2 – Preliminary Engineering

1. Collect and review existing Fiber Optic SCADA network documentation.
2. Existing cables retention criteria:

- a. Fiber Optic cables with less than five years of age from installation
 - b. Fiber Optic cables that are compatible with new cable specifications. These attributes are Single Mode (SM) and 50-micron glass.
 - c. Fiber Optic cable has an industrial environment rated jacket.
3. Conduct field site verification with two staff for four days on site to visually assess the existing Fiber Optic Cables and Raceways.
4. Fiber cable and raceway retention report detailing the assessment findings of existing SCADA Fiber Network at RP-1. The report is expected to address the following items:
 - a. Listing of Fiber cables that will be retained
 - b. Testing requirements and acceptable thresholds for retained cables
 - c. Engineering Cost opinion
 - d. Fiber Network installation schedule

Task 3 – 50% Design Package

1. Develop 50% Design Package will cover new and retained cables for RP-1 SCADA Fiber Optic Network system to include:
 - a. Installation Plans and Specifications.
 - b. Engineering Cost Opinion.
 - c. Level of effort is based on 20 new drawings.
2. Deliver electronic files to the Agency two weeks prior to the 50% review meeting.
3. Schedule and conduct one design presentation to the Agency highlighting the key elements that factored into the design package.
4. Coordinate with the Agency for review comments.
5. Schedule and conduct one design review workshop with the Agency to resolve comments.
6. Provide review meeting agenda and minutes with action items following review meeting.

Task 4 – 100% Design Package

1. Update 50% design by resolving review comments to develop 100% Design Package.
2. Update Engineering Cost Opinion.
3. Deliver materials for review three weeks prior to the 100% review workshop.
4. Schedule and conduct one design presentation to the Agency.
5. Coordinate with the Agency for review comments and their resolution.
6. Schedule and conduct one design review workshop with the Agency to resolve comments.
7. Provide review meeting agenda and minutes with action items following review meeting.

Task 5 – Final Bid Package

1. Deliver the final bid package addressing 100% review comments.
2. Final construction drawings will be stamped and signed by a licensed professional Electrical Engineer in the State of California.

Deliverables:

Project drawings will be developed using AutoCAD 2018.

1. Project Management – Invoices and Status Reports
2. Fiber Optic Network Retention Report
3. 50% Design Review Package
4. 100% Design Review Package
5. Final Fiber Plans and Specifications

Assumptions:

1. Agency can supply information requested in root file format for Eramosa to update. (e.g., Drawings will be submitted as CAD files not PDF's if they require modification.)
2. Appropriate Agency personnel will attend workshops and provide productive information.
3. Agency will provide review comments per the turnaround requirements on the schedule.
4. Bid and Award support and Engineering Support Services during construction are not included in this change order.

5.0 PROPOSED SCHEDULE

The Fiber Network design will be added to the RP-1 SCADA Migration design at the 50% phase. The Fiber Network design will follow the RP-1 SCADA Migration design schedule. The current RP-1 SCADA Migration project schedule milestone dates are listed below:

Milestone dates:

RFC-008 Notice to Proceed	12/15/2021
50% Package Submittal	1/31/2022
100% Package Submittal	4/18/2022
Final Bid Package Complete	7/11/2022

6.0 BUDGET

See Appendix A spreadsheet for detailed cost breakdown of RFC-008.

Rate Table

This project's active rate table as shown below will apply to RFC-008.

Category	Hourly Rates (US\$)
Principle	\$225
Project Manager	\$200
Senior Engineer	\$185
Staff Engineer	\$160
Associate Engineer	\$125
CAD	\$90


Request for Change 008 Breakdown

The table below provides a summary of the Fiber Optic Network design RFC-008 budget change request details:

Item	RFC-008 Budget
Project Management	\$8,000
Preliminary Engineering	\$38,460
50 % Design Phase	\$34,100
100% Design Phase	\$26,000
Final Bid Package	\$12,740
Total	\$119,300

Appendix A

Budget Spreadsheet

		Eramosa Project No.: US23520		Eramosa P.M. Jeffrey Montano							
		Project Title: RP-1 SCADA Migration - Fiber Network									
		End Client: Inland Empire Utilities Agency									
		Proposal By: Jeffrey Montano									
Task #	Description	Comments	Jeffrey Montano	Brittany Moore	Tristan Varga	Maxim Sverdllov	CAD	(Select Name)	(Select Name)	(Select Name)	Totals
			\$ 200.00	\$ 160.00	\$ 125.00	\$ 185.00	\$ 90.00	\$ -	\$ -	\$ 1.00	
			Project Manager	Sr. System Integrator	Network Design	Jr. Network Design QA/Q	CAD	#N/A	#N/A		
1 Project Management											
1.01	PM Tasks	8 months at 5 hours per month	40.0								\$ 8,000.00
1.02											\$ -
1.03											\$ -
1.04											\$ -
Project Management Subtotal			40.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ 8,000.00
2 Engineering - Prelim Design											
2.01	Document Review		1.0	8.0	24.0	16.0					\$ 7,440.00
2.02	Expense								\$ 3,000.00		\$ 3,000.00
2.03	Site Visit		12.0	8.0		80.0					\$ 18,480.00
2.04											\$ -
2.04.1											\$ -
2.04.2	Tech Memo		1.0	4.0	40.0	20.0					\$ 9,540.00
2.04.3											\$ -
2.04.4	50% Design	20 sheets and 6 spec sections 24 hours per sheet	4.0	8.0	60.0	40.0	100.0				\$ 25,980.00
2.04.5	50% QC		4.0			16.0					\$ 3,760.00
2.04.6	50 Review		8.0	8.0		8.0					\$ 4,360.00
2.04.7											\$ -
2.04.8											\$ -
Engineering - Prelim Design Subtotal			30.0	36.0	124.0	180.0	100.0	0.0	0.0	3000.0	\$ 72,560.00
3 Engineering - Final Design											
3.01	90% Design		4.0	12.0	40.0	16.0	80.0				\$ 17,880.00
3.02	90% QC		4.0			16.0					\$ 3,760.00
3.03	90 Review		8.0	8.0		8.0					\$ 4,360.00
3.04											\$ -
3.05	Final Design		4.0	8.0	12.0		60.0				\$ 8,980.00
3.06	Final QC		4.0			16.0					\$ 3,760.00
3.07											\$ -
3.08											\$ -
3.09											\$ -
3.10											\$ -
3.11											\$ -
Engineering - Final Design Subtotal			24.0	28.0	52.0	56.0	140.0	0.0	0.0	0.0	\$ 38,740.00
Engineering Phases Subtotals			94.0	64.0	176.0	236.0	240.0	0.0	0.0	3000.0	\$ 119,300.00
4 Not Used											
4.01											\$ -
4.02											\$ -
4.03											\$ -
4.04											\$ -
Not Used Subtotal			0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ -
5 Not Used											
5.01											\$ -
5.02											\$ -
5.03											\$ -
5.04											\$ -
5.05											\$ -
5.06											\$ -
Not Used Subtotal			0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ -
Project Subtotal											\$ 119,300.00
Project Management			0%	Project Management is calculated as a percentage of the project subtotal.							\$ -
QAQC			0%	QAQC is calculated as a percentage of the project subtotal.							\$ -
Disbursements			0%	Disbursements are calculated as a percentage of the project subtotal, including PM and QAQC time							\$ -
PROJECT TOTAL (Taxes Not Included)									Error Check		\$ 119,300.00

Appendix B

Fiber Optic Technical Memorandum

To: Inland Empire Utilities Agency Company: Inland Empire Utilities Agency
From: **Eramosa International Inc** Our File: **US23520.D.PP**
Cc: Date: **November 10, 2021**
Subject: **IEUA Fiber Technical Memorandum**

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1.0 INTRODUCTION

Eramosa International Inc. (EII) has been requested to assess the impacts of existing fiber-optic infrastructure outlining the existing fiber-optic infrastructure and provide a recommendation to address concerns at Inland Empire Utilities Agency (IEUA) RP-1 Facility in this technical memorandum. This technical memorandum provides the various alternatives to address fiber-optic concerns with a recommendation from EII.

2.0 DOCUMENTATION OF CONCERNS

The multimode fiber-optic cable currently installed is 20+ years old and has reached a standard fiber-optic cable end-of-life. Fiber-optic cables begin to fail due to the degradation caused by factors such as environmental and installation strains. EII is concerned that any movement or re-termination of existing fiber-optic may damage the cable(s). IEUA's Mechanical Restoration project had fiber-optic cable(s) break, causing a three-month delay to the project. EII is concerned that the SCADA Migration project's schedule, cost and IEUA's resources are at risk of being impacted if a fiber-optic cable(s) were to be damaged during construction. In the event a fiber-optic cable breaks, entire sections of the RP-1 facility may lose network access for an unpredictable amount of time.

3.0 QUANTIFICATION OF THE IMPACT TO THE SCADA MIGRATION PROJECT

EII has assessed the potential impact the existing fiber-optic infrastructure will have on the SCADA migration project based on previous projects. During the SCADA migration project existing fiber-optic cabling may need to be relocated and re-terminated in new cabinets, enclosures, patch panels and network devices. EII anticipates the fiber-optic cabling may be damaged during implementation. Damaged fiber-optic cabling may cause substantial delays to the SCADA migration project as the damaged fiber-optic cabling may need to be replaced on an as-needed basis. IEUA will need plant operator(s) standing by and ready to operate the process from local controls. During the SCADA migration project existing fiber-optic cable(s) will be moved to new enclosures, IEUA staff will need to coordinate with proponents to verify IEUA operator(s) are standing by at the appropriate panel(s) and ready to operate the process from local controls.

4.0 EVALUATION OF POTENTIAL ALTERNATIVES

4.1 *Replace Fiber optic infrastructure as needed to complete the project.*

This alternative involves replacing some of the existing fiber-optic cable(s). An assessment would be done at the start of the design project to determine which existing cable(s) are in re-usable condition. Fiber-optic cable(s) determined to be in re-usable condition would be re-utilized for the SCADA migration project. Fiber-optic cable(s) that are determined to be re-usable may still be damaged during construction and would have to be assessed and dealt with as individual change orders.

Replacing fiber-optic infrastructure as needed to complete the SCADA migration project risks plant downtime, loss of visibility and potential loss of data. While this alternative mitigates some of the possible delays to the SCADA migration project it still poses a risk to plant operations. Existing fiber-optic cable(s) will be moved to new enclosures and new fiber-optic patch panels, risking fiber-optic cable(s) being damaged. IEUA will also need operator(s) on stand-by and ready to operate the process from local controls when existing fiber-optic cable is moved and re-terminated. Terminating existing cables in new patch panels will require additional detailed documentation of fiber-optic infrastructure for future upgrades. This alternative is more cost and time efficient to the SCADA migration project but may still be expensive and time consuming for IEUA throughout the SCADA migration project and in the long run as existing fiber-optic cables that are not replaced are moved, damaged and/or degrade over time. This alternative will require heavy coordination and resource planning between IEUA operators and proponents. The risk to operations and the SCADA migration project for this alternative is medium compared to the other alternatives outlined in this technical memorandum.

4.2 *Replacement of Required Fiber optic infrastructure.*

This alternative involves replacing the required fiber-optic infrastructure at the RP-1 facility. New fiber-optic infrastructure would be built along-side existing infrastructure to bring the fiber-optic infrastructure up to date and refreshing the end-of-life date for the entire fiber-optic infrastructure. Fiber-optic cables installed in recent project(s), five years or less, will not be replaced in this alternative. IEUA will do an assessment of new fiber-optic cable(s) based on a site visit and verification with IEUA. Network transition time may be minimal compared to re-utilizing existing fiber-optic cable(s). New and existing infrastructure will be run in parallel to minimize downtime. Depending on the design and how control panel(s) may be reutilized potential downtime for operations may go unnoticed.

After evaluating the alternative EII has come to the following conclusions. Replacement of required fiber-optic infrastructure avoids potential failures and plant downtime. This alternative mitigates the possible delays to the SCADA migration project and poses minimal risk to unplanned downtime, loss of visibility and potential loss of data. IEUA may still require operator(s) on stand-by and ready to operate the process from local controls when network devices are switched over to the new fiber-optic infrastructure but if coordinated correctly the process can be as simple as switching patch cables from old to new devices with minimal downtime. This is the most cost and time efficient alternative to the SCADA migration project and mitigate risk(s) associated with the other alternatives. Bringing the entire RP-1 facility up to date, providing reliability, a refresh of fiber-optic cable(s) lifespan and allows for future upgrades that require high throughput. This alternative will provide a model solution for future fiber-optic upgrades at other IEUA sites. The risk to operations and the SCADA migration project for this alternative is low compared to the other alternatives outlined in this technical memorandum.

5.0 EVALUATION OF IMPACT OF IN-GROUND VS OVERHEAD CONSTRUCTION

A mixture of the various methods using in-ground conduits and pull box(s), cable trays and aerial may be needed to implement the final design. In-ground construction using conduit(s) and pull box(s) is the preferred option for routing fiber-optic cables. In situations where under-ground conduit(s) and pull box(s) will not work, cable trays or elevated pipe racks may be used. Aerial mounting may only be used to temporarily route fiber-optic cable(s) while a permanent method to route the fiber-optic cable(s) is completed. No drawings of existing underground infrastructure exist, presents a potential risk(s) to the SCADA migration project if used. IEUA would like to use existing in-ground conduit(s) and pull box(s) where acceptable. IEUA will need to do an assessment of the existing in-ground conduit(s) and pull box(s). Conduit(s) and pull box(s) assessment must assess bend radius and fill as a percentage. Conduit(s) must also have a pull string pulled through to verify path.

6.0 EVALUATION OF SCHEDULE IMPACT ASSOCIATED WITH ALTERNATIVES

6.1 *Replace Fiber optic infrastructure as needed to complete the project.*

Like the previous alternative fiber-optic cable(s) that will not be replaced may still be damaged during construction. IEUA staff will have to coordinate and schedule moving existing fiber-optic cable(s) along with decommissioning old fiber-optic hardware. The risk to the schedule of the SCADA migration project for this alternative is medium compared to the other alternatives outlined in this technical memorandum.

6.2 *Replacement of Required Fiber optic infrastructure.*

This alternative addresses the impacts to schedule capered to the previous alternatives. This alternative has the benefit of being able to plan with a coordinated schedule, minimizing the impact to schedule of the SCADA migration project. The risk to schedule for this alternative is low.

7.0 EVALUATION OF IMPACT TO OPERATIONS STAFF THROUGH POTENTIAL ALTERNATIVES

7.1 *Replace Fiber optic infrastructure as needed to complete the project.*

For this alternative the proponent will need to coordinate with IEUA operations staff to have operators standing by and ready to operate the panel from local controls as the fiber-optic cable is moved and re-terminated. This alternative mitigates some of the impact to operations staff from the previous alternative but still presents risk. Fiber-optic cable(s) that are not replaced may still be damaged during construction. IEUA may also require additional staffing outside of normal operating hours to complete the SCADA migration project. This alternative also introduces the possibility of running out of permit constraints resulting in heavy out of compliance fines. The impact to operations staff for this alternative is medium compared to the other alternatives outlined in this technical memorandum.

7.2 *Replacement of Required Fiber optic infrastructure.*

This alternative mitigates the impact to operations staff from the previous alternatives. This alternative has the benefit of being able to plan with a coordinated schedule, minimizing the impact to operations staff. New fiber-optic infrastructure will run in parallel with existing. Operations staff should not even notice the momentary

downtime while switched over to the new fiber-optic infrastructure. This alternative mitigates impact to operations staff that is already present in the SCADA migration project. The impact to operations staff for this alternative is low compared to the other alternatives outlined in this technical memorandum.

8.0 PLANNING-LEVEL COST ANALYSIS OF ALL ALTERNATIVES, WHICH SHOULD INCLUDE (AT A MINIMUM)

8.1 *Replace of Fiber optic infrastructure as needed to complete the project.*

Detail design costs for this alternative are estimated to be \$150,000 USD. This alternative requires a fiber-optic cable(s) assessment on existing fiber-optic infrastructure. More coordination time between IEUA and the proponent will be required. Also, an assessment of in-ground conduit(s) and pull box(s) will require more coordination time between IEUA, EII and the proponent.

8.2 *Replacement of Required Fiber optic infrastructure.*

Detailed design costs for this alternative are estimated to be \$119,300 USD. This alternative's design cost is lower than the previous alternative because no assessment on the existing fiber-optic infrastructure will be needed to complete the project. Also, the assessment of in-ground conduit(s) and pull box(s) will require more coordination time between IEUA, EII and the proponent.

8.3 *Anticipated construction costs associated with the alternatives, including possible variances based on emergency repair costs and expected failure rates associated with FO cable of this age.*

EII anticipates a 50-60% failure rate based on experience working with similar projects, as existing fiber-optic cable is moved and re-terminated. EII has estimated the material and construction costs associated with the alternatives in the table below. Note fiber-optic cable costs are estimates only, final pricing may be +/- 30% of the costs shown below. Fiber-optic cable costs are only based on existing fiber runs, excluding any new fiber-optic runs. Material and construction costs are based on reusing 20% of existing conduit and pull box(s), prices subject to change based on result of in-ground conduit(s) and pull box(s) assessment.

	Required Fiber	As Needed Fiber
Material	\$624,732.40	\$374,839.44
Design Cost	\$119,300.00	\$150,000.00
Construction Labor	\$642,588.40	\$385,553.04
Total	\$1,397,320.80	\$910,392.48
Risk During Construction	N/A	50%
Delay Factor	MINIMAL	2-3 MONTHS PER FIBER CABLE FAILURE
Cost associated with Risk.	N/A	\$455,196.24*
Total Cost w/ Risk	\$1,397,320.80	\$1,365,588.72**

* Risk factor cost are estimated and will vary based on discoveries during assessment and construction.

** Total cost including Risk factors and will vary based on discoveries during assessment and construction.

9.0 RECOMMENDATION

EII recommends proceeding with the Assessment and Replacement of required fiber-optic cable alternative. As new cable trays and fiber-optic cable(s) are being installed the cost, impact to schedule and operations are much lower as proponents will be already setup in the field. EII recommends utilizing aluminum cable trays to route the cables throughout the plant where conduit and pull box(s) cannot be used. Replacement of required fiber-optic infrastructure will bring the entire RP-1 facility up to date, providing reliability, a refresh of fiber-optic cable(s) lifespan and allows for future upgrades that require high throughput. This alternative will provide a model solution for future fiber-optic upgrades at other IEUA sites. EII foresees the deliverables for this alternative will include a drawing package and specifications consisting of three (3) submissions 50%, 100% and Final added to the SCADA Migration project scope.

**CONSENT
CALENDAR
ITEM**

11

Date: December 8, 2021

To: The Honorable Board of Directors

ADD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Christiana Daisy, Deputy General Manager

Subject: RP-5 Headquarters Emergency Generator Load Bank

Executive Summary:

In 2017, Inland Empire Utilities Agency (IEUA) installed a backup generator to provide redundant power to IEUA Headquarters and Laboratory critical equipment (e.g., business servers, plant automation control servers, lab refrigeration samples) in the event of a Southern California Edison (SCE) power outage. Per South Coast Air Quality Management District (SCAQMD) standards, the generator must be load tested annually. Currently, the all-day load test requires IEUA to rent a temporary load bank, which allows the generator to reach proper temperatures for the emissions controls per SCAQMD requirements. Each test requires two IEUA electricians approximately five to six hours to install, test, and disassemble equipment. During testing, staff is exposed to potential electrical hazards during connection and disconnection. This project will install a permanent load bank to reduce internal labor time, cost and increase safety during generator load testing.

On September 22, 2021, IEUA issued an invitation for bids to the under \$2,000,000 pre-qualified electrical contractors. On October 21, 2021, two bids were received. Ferreira Construction was the lowest responsive, responsible bidder with a bid price of \$108,035.

Staff's Recommendation:

1. Award a construction contract for the Regional Recycling Plant No.5 (RP-5) Headquarters Emergency Generator Load Bank, Project No. EN22033, to Ferreira Construction, in the amount of \$108,035; and
2. Authorize the General Manager to execute the construction contract, subject to non-substantive changes.

Budget Impact *Budgeted (Y/N): Y Amendment (Y/N): N Amount for Requested Approval:*

Account/Project Name:

EN22033/RP-5 Headquarters Emergency Generator Load Bank

Fiscal Impact (explain if not budgeted):

None.

Prior Board Action:

None.

Environmental Determination:

Not Applicable

Business Goal:

The RP-5 Headquarters Emergency Generator Load Bank Project is consistent with IEUA's Business Goal of Wastewater Management specifically the Asset Management objective that IEUA will ensure the treatment facilities are well maintained, upgraded to meet evolving requirements, sustainability managed, and can accommodate changes in regional water use.

Attachments:

Attachment 1 - PowerPoint

Attachment 2 - Construction Contract

Attachment 1



RP-5 Headquarters Generator Load Bank

Construction Contract Award

Project EN22033

Kevin Asprer
Associate Engineer
December 2021

Project Location: Regional Plant 5



The Project

- Annual Backup Generator load test per South Coast Air Quality Management District (SCAQMD)
- Increased time/cost to assemble/disassemble rental load bank equipment
- Increased electrical hazards to IEUA staff
- Install concrete pad for new load bank installation
- Install new pull box to transition existing conduit to new load bank
- Procure and install permanent load bank



Rental Load Bank



New Load Bank
location

Backup Generator

Contractor Selection

Two bids were received on October 21, 2021, from prequalified electrical contractors:

Bidder's Name	Final Bid Amount
Ferreira Construction Co., Inc.	\$108,035
Baker Electric	\$163,330
Engineer's Estimate	\$120,000

Project Budget and Schedule

Description	Estimated Cost EN22033
Design Services	\$1,476
IEUA Design Services (actuals)	\$1,476
Construction Services	\$10,800
IEUA Construction Services (~10%)	\$10,800
Construction	\$129,635
Construction Contract (this action)	\$108,035
Contingency (~20%)	\$21,600
Total Project Cost	\$141,911
Total Project Budget:	\$145,000

Project Milestone	Date
Construction	
Construction Contract Award	December 2021
Construction Completion	August 2022

Recommendation

- Award a construction contract for the RP-5 Headquarters Emergency Generator Load Bank, Project No. EN22033, to Ferreira Construction Co. Inc., in the amount of \$108,035; and
- Authorize the General Manager to execute construction contract, subject to non-substantive changes.

The RP-5 Headquarters Emergency Generator Load Bank Project is consistent with **IEUA's Business Goal of Wastewater Management**, specifically the Asset Management objective that IEUA will ensure the treatment facilities are well maintained, upgraded to meet evolving requirements, sustainability managed, and can accommodate changes in regional water use.

Attachment 2

CONTRACT NUMBER 4600003094

Regional Plant 5 Headquarters Emergency Generator Load Bank

1.0 CONTRACT

THIS CONTRACT made and entered into this ____ day of _____, 20____, by and between Ferreira Construction Co Inc., hereinafter referred to as "CONTRACTOR," and The Inland Empire Utilities Agency, a Municipal Water District, located in San Bernardino County, California, hereinafter referred to as "IEUA".

WITNESSETH:

That for and in consideration of the promises and agreements hereinafter made and exchanged, IEUA and the CONTRACTOR agree as follows:

- A.** CONTRACTOR agrees to perform and complete in a workmanlike manner, all Work required under these Bid Documents FOR **IFB-JV-21-006, Project No. EN22033, Regional Plant 5 Headquarters Emergency Generator Load Bank** in accordance with the Bid Documents, and to furnish at their own expense, all labor, materials, equipment, tools, and services necessary, except such materials, equipment, and services as may be stipulated in said Bid Documents to be furnished by IEUA, and to do everything required by this Contract and the said Bid Documents.
- B.** For furnishing all said labor, materials, equipment, tools, and services, furnishing and removing all plant, temporary structures, tools and equipment, and doing everything required by this Contract and said Bid Documents; also for all loss and damage arising out of the nature of the Work aforesaid, or from the action of the elements, or from any unforeseen difficulties which may arise during the prosecution of the Work until its acceptance by IEUA, and for all risks of every description connected with the Work; also for all expenses resulting from the suspension or discontinuance of Work, except as in the said Bid Documents are expressly stipulated to be borne by IEUA; and for completing the Work in accordance with the requirements of said Bid Documents, IEUA will pay and said CONTRACTOR shall receive, in full compensation therefore, the price(s) set forth in this Contract.
- C.** That IEUA will pay the CONTRACTOR progress payments and the final payment, in accordance with the provisions of the Contract Documents, with warrants drawn on the appropriate fund or funds as required, at the prices bid in Section 4 – Forms, Bid Price Schedule & Bid Forms, and accepted by IEUA, and set forth in this below.

Total Bid Price: \$108,035 Dollars and 00 Cents.

- D. IEUA hereby employs the CONTRACTOR to perform the Work according to the terms of this Contract for the above-mentioned price(s), and agrees to pay the same at the time, in the manner, and upon the conditions stipulated in the said Bid Documents; and the said parties for themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants herein contained.
- E. The Notice Inviting Bids, Instructions to Bidders, Bid Forms, Information Required of Bidder, Performance Bond, Payment Bond, Contractor's License Declaration, Specifications, Drawings, all General Conditions, Special Conditions, and all Project Requirements, and all Addenda issued by IEUA with respect to the foregoing prior to the opening of bids, are hereby incorporated in and made part of this Contract, as if fully set forth.
- F. The CONTRACTOR agrees to commence Work under this Contract on or before the date to be specified in a written "Notice To Proceed" and to complete said Work to the satisfaction of IEUA **Two Hundred Fifty (250)** calendar days after the Notice to Proceed. All Work shall be completed before final payment is made.
- G. Time is of the essence on this Contract.
- H. CONTRACTOR agrees that in case the Work is not completed before or upon the expiration of the Contract Time, damage will be sustained by IEUA, and that it is and will be impracticable to determine the actual damage which IEUA will sustain in the event and by reason of such delay, and it is therefore agreed that the CONTRACTOR shall pay to IEUA the amounts as set forth in Section 2 – General Information, S., Liquidated Damages for each day of delay, which shall be the period between the expiration of the Contract Time and the date of final acceptance by IEUA, as liquidated damages and not as a penalty. It is further agreed that the amount stipulated for liquidated damages per day of delay is a reasonable estimate of the damages that would be sustained by IEUA, and the CONTRACTOR agrees to pay such liquidated damages as herein provided. In case the liquidated damages are not paid, the CONTRACTOR agrees that IEUA may deduct the amount thereof from any money due or that may become due to the CONTRACTOR by progress payments or otherwise under the Contract, or if said amount is not sufficient, recover the total amount.
- I. In addition to the liquidated damages, which may be imposed if the CONTRACTOR fails to complete the Work within the time agreed upon, IEUA may also deduct from any sums due or to become due to the CONTRACTOR, penalties and fines for violations of applicable local, state, and federal law.
- J. That the CONTRACTOR shall carry Workers' Compensation Insurance and require all subcontractors to carry Workers' Compensation Insurance as required by the California Labor Code.

- K.** That the CONTRACTOR shall have furnished, prior to execution of the Contract, two bonds approved by IEUA, one in the amount of one hundred (100) percent of the Contract Price, to guarantee the faithful performance of the Work, and one in the amount of one hundred (100) percent of the Contract Price to guarantee payment of all claims for labor and materials furnished.
- L.** The CONTRACTOR hereby agrees to protect, defend, indemnify and hold IEUA and its employees, agents, officers, directors, servants and volunteers free and harmless from any and all liability, claims, judgments, costs and demands, including demands arising from injuries or death of persons (including employees of IEUA and the CONTRACTOR) and damage to property, arising directly or indirectly out of the obligation herein undertaken or out of the operations conducted by the CONTRACTOR, its employees agents, representatives or subcontractors under or in connection with this Contract to the extent permitted by law.

The CONTRACTOR further agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands or suit at the sole expense of the CONTRACTOR

IN WITNESS WHEREOF, The CONTRACTOR and the General Manager of Inland Empire Utilities Agency*, thereunto duly authorized, have caused the names of said parties to be affixed hereto, each in duplicate, the day and year first above written.

- M.** The CONTRACTOR, by signing the contract does swear under penalty of perjury that no more than one final unappeasable finding of contempt of court by a Federal court has been issued against the CONTRACTOR within the immediately preceding two year period because of the CONTRACTOR's failure to comply with an order of a Federal court which orders the CONTRACTOR to comply with an order of the National Labor Relations Board (Public Contract Code 10296).

Inland Empire Utilities Agency*,
San Bernardino County, California.

CONTRACTOR

By _____
Shivaji Deshmukh
General Manager

By _____

Title

* *A Municipal Water District*

**CONSENT
CALENDAR
ITEM**

1J

Date: December 8, 2021

SDD

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Christiana Daisy, Deputy General Manager

Subject: Chino Basin Program Feasibility Study Contract Amendment

Executive Summary:

In May 2020, the IEUA Board of Directors authorized a sole source contract with Wildermuth Environmental Inc. (WEI) to model the feasibility of the Chino Basin Program's (CBP) storage and recovery program using the Chino Basin Watermaster 2020 Chino Valley Model. WEI was acquired by West Yost in January 2021. In June 2021, additional groundwater modeling of modified alternatives was performed by West Yost to evaluate the potential impacts to the Chino Basin using the 2021 Local Storage Limitation Solution (LSLS) model. This evaluation was documented in a technical memorandum that was included in the draft Programmatic Environmental Impact Report (PEIR) for the CBP that was issued for public review in October 2021.

In November 2021, West Yost submitted a proposal to provide technical assistance to address potential comments on the draft PEIR and to model an additional scenario using the 2021 LSLS model for the CBP. This additional scope will require a contract amendment in the amount of \$54,870, a 22% increase from \$246,640 to \$310,510. This effort is part of the CBP feasibility study cost and will be reimbursed by the California Water Commission's Early Funding.

Staff's Recommendation:

1. Approve a contract amendment with West Yost, Contract No. 4600002991, for the Chino Basin Program Feasibility Work in the amount of \$54,870, increasing the contract from \$246,640 to a not-to-exceed amount of \$301,510; and
2. Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

Budget Impact *Budgeted (Y/N):* Y *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

The contract amendment for a not-to-exceed amount of \$54,870 will be funded by Project No. PL19005 in the Water Resources (WW) fund.

Fiscal Impact (explain if not budgeted):

Prior Board Action:

In May 2020, the IEUA Board of Directors authorized the General Manager to enter into a sole source contract with WEI for the Chino Basin Program Feasibility Work.

In July 2021, the IEUA Board of Directors approved a contract amendment for a not-to-exceed amount of \$246,640 for modeling services of the CBP.

Environmental Determination:

Not Applicable

Business Goal:

The CBP supports IEUA's business goal of Water Reliability, of implementing an integrated water resources management plan providing a reliable and cost-effective water supply and promoting sustainable water use throughout the region.

Attachments:

Attachment 1 - PowerPoint

Attachment 2 - Consultant Contract

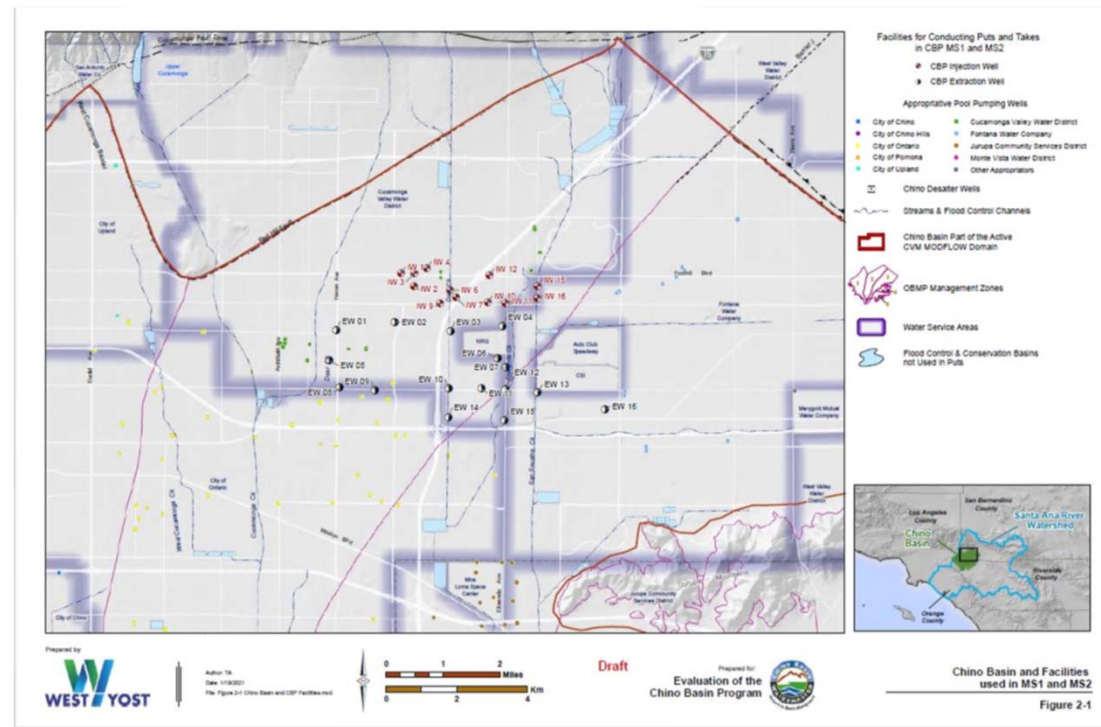


Chino Basin Program Feasibility Study Contract Amendment

Liza Muñoz, PE
Senior Engineer
December 8, 2021

Background

- West Yost began investigation of the Chino Basin Program [CBP] storage and recovery program feasibility in May 2020
- Component of the CBP planning and evaluation phase*:
 - Evaluated the siting of the Chino Basin Program injection and extraction wells
 - Modeled operational scenarios to assess basin response using the 2020 Chino Valley Model and the 2021 Local Storage Limitation Solution model
- Reported on model results and impacts to the Chino Basin in October 2021
- A draft Programmatic Environmental Impact Report was issued for public review in October 2021

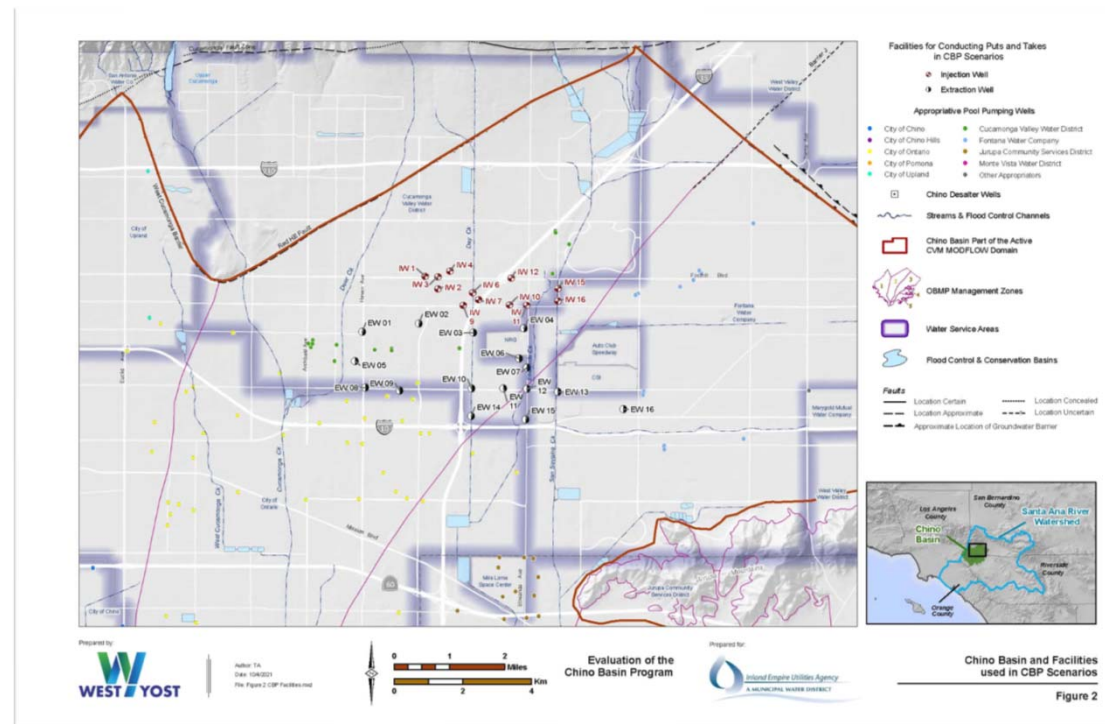


* Feasibility study costs will be reimbursed by the CA Water Commission.

Contract Amendment

Scope of Work

- Provide technical assistance on potential PEIR comments
- Evaluate a CBP operational scenario that increases basin storage to 150,000 acre-feet
- Report on model results and impacts to the Chino Basin



Recommendation

- Approve a contract amendment with West Yost, Contract No. 4600002991, for the Chino Basin Program Feasibility Work in the amount of \$54,870, increasing the contract from \$246,640 to a revised not-to-exceed amount of \$301,510; and
- Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

The contract amendment is consistent with IEUA's business goal of Water Reliability by implementing an integrated water resources management plan that provides the region with reliable and cost-effective water supply and promotes sustainable water use.



CONTRACT AMENDMENT NUMBER: 4600002991-004
FOR
CHINO BASIN PROGRAM PRELIMINARY FEASIBILITY WORK

AMENDMENT NUMBER FOUR is made and entered into this ____ day of _____, 2021, by and between the Inland Empire Utilities Agency, a Municipal Water District, organized and existing in the County of San Bernardino under and by virtue of the laws of the State of California (hereinafter referred to as "IEUA" and "Agency") and West Yost & Associates, Inc., with offices located in Davis, California (hereinafter referred to as "Consultant"), shall revise the Contract as follows:

REVISE SECTION 4, SCOPE OF WORK AND SERVICES, ADDING A PARAGRAPH, TO READ: Consultant's additional services and responsibilities shall include and be in accordance with Consultant's Proposal, dated November 5, 2021, **Exhibit A**, which is attached hereto, referenced herein, and made a part hereof.

REVISE SECTION 7, COMPENSATION, ADDING A PARAGRAPH, TO READ: In accordance with this Contract Amendment, Agency shall pay Consultant a **NOT-TO-EXCEED MAXIMUM of \$301,510.00** for all services provided. This represents an increase of **\$54,870.00**.

ALL OTHER PROVISIONS OF THIS CONTRACT REMAIN UNCHANGED

The parties hereto have mutually covenanted and agreed as per the above amendment item, and in doing so have caused this document to become incorporated into the Contract Documents.

INLAND EMPIRE UTILITIES AGENCY:
**A MUNICIPAL WATER DISTRICT*

WEST YOST & ASSOCIATES, INC.:

Shivaji Deshmukh
General Manager

(Date)

Charles Duncan
President & CEO

(Date)

Exhibit A



23692 Birtcher Drive
Lake Forest CA 92630

949.420.3030 phone
530.756.5991 fax
westyost.com

November 5, 2021

Project No.: 941-80-21-69

SENT VIA: EMAIL

Ms. Liza Muñoz, PE, QSD
Senior Engineer
Inland Empire Utilities Agency
6075 Kimball Avenue
Chino, CA 91708

SUBJECT: Scope and Budget Proposal for Follow-on CEQA Support for the Chino Basin Program

Dear Ms. Muñoz:

This letter proposal is in response to a request by the Inland Empire Utilities Agency (IEUA) to provide additional support for the California Environmental Quality Act (CEQA) documentation and review process of the Chino Basin Program (CBP). West Yost was retained by IEUA in 2020 to use the Chino Basin Watermaster's (Watermaster) 2020 Chino Valley Model¹ (CVM) to evaluate the potential impact of various CBP project alternatives. These initial evaluations are documented in a draft report that was published in January 2021. IEUA then retained West Yost to update the model scenarios to reflect updated baseline and project scenarios, as well as provide support for the preparation of a draft Environmental Impact Report (DEIR) for the CBP. The updated model scenarios are documented in a technical memorandum (TM) dated October 15, 2021 (Modeling TM), that is included as Appendix 4 of the DEIR. The DEIR was released on October 27, 2021. The IEUA has requested that West Yost continue to support the CEQA process and to prepare a scope, schedule, and budget for this support.

SCOPE OF SERVICES

To support the development of the DEIR, West Yost performed as-requested technical work and review that was beyond the scope and budget of the current contract as amended on July 21, 2021. In addition to this support, the IEUA has requested for West Yost to 1) complete additional modeling to simulate the CBP's use of up to 150,000 acre-feet (af) of managed storage above the baseline and (2) provide as-needed technical assistance to address comments on the DEIR.

¹ The CVM has been used for recent investigations to recalculate the Safe Yield of the Chino Basin (WEI, 2020) and evaluate the Local Storage Limitation Solution (West Yost, 2021), and has been accepted by the Court.

The following is a list of the key tasks necessary to perform this proposed Scope of Services, each further described below:

- Task 1. Provide CEQA Support Through October 2021
- Task 2. Additional Model Run To Simulate Up To 150,000 af Of Additional Storage
- Task 3. Additional Model Run To Respond To DEIR Comments
- Task 4. Coordination With IEUA/TDA And Responses To Comments On DEIR
- Task 5. Project Management Through March 2022

Task 1. Provide CEQA Support Through October 2021

Task 1 consists of West Yost's support to develop the DEIR and auxiliary documents through October 2021. As noted above, some of the completed work was beyond the budget and scope approved in the July 2021 budget amendment. Task 1 only includes the effort above the total of the July 2021 budget amendment.

Task 2. Additional Model Run To Simulate 150,000 Af Of Additional Storage

Task 2 consists of an additional model run to simulate the effects of a CBP operation scenario that results in a cumulative storage of up to 150,000 af above the baseline projected managed storage in the Chino Basin. The additional model run will be conducted and evaluated in an identical way to the six project alternatives that are documented in the Modeling TM. The deliverable for Task 2 will be a draft and final addendum to the Modeling TM. We assume up to two meetings with IEUA staff and staff from Tom Dodson and Associates (TDA) to review the draft addendum.

Task 3. Additional Model Run To Respond To DEIR Comments

Task 3 consists of one additional model run beyond Task 2 that will be necessary to respond to comments on the DEIR. We assume that the effort to design and execute the additional model run will be greater than that of Task 2 due to additional coordination required to define a scenario and/or analysis that sufficiently responds to the comment(s).

Task 4. Coordination With IEUA/TDA And Responses To Comments On DEIR

Task 4 consists of coordination with IEUA and TDA staff regarding responses to comments on the DEIR beyond the modeling efforts in Tasks 2 and 3. This work may include additional technical work if necessary. This assumes a similar effort to the support for the development of the DEIR. The actual scope will be determined by the nature of the comments on the DEIR.

Task 5. Project Management Through March 2022

Task 5 consists of project management tasks including budget, schedule, and scope of services progress evaluations. The scope Task 5 assumes that the schedule will go through March 2022, as detailed in the following section.

PROPOSED BUDGET AND SCHEDULE

Our proposed budget for the follow-on CEQA support described above is \$54,870. Table 1 below outlines the budget for each task in the assumed scope. Our staff billing rates follow the approved billing rates in Watermaster's Engineering budget for Fiscal Year 2021/2022.

Task 1 covers the work to support the development of the DEIR that was beyond the scope and budget of the current contract as amended on July 21, 2021. The model run specified in Task 2 can be completed within six (6) weeks of the notice to proceed. The schedule to complete Tasks 3 and 4 depends on the nature of comments received on the DEIR. The DEIR review period ends on December 13, 2021, and TDA has indicated that there is a possibility that the DEIR may be recirculated later if necessary. To accommodate this possibility, the full schedule is assumed to go through March 2022.

Table 1. Proposed Budget for Follow-on CEQA Support for the CBP	
Task	Estimated Budget, dollars
Task 1. Provide CEQA Support Through October 2021	12,380
Task 2. Additional Model Run To Simulate 150,000 af Of Additional Storage	9,988
Task 3. Additional Model Run To Respond To DEIR Comments	10,925
Task 4. Coordination With IEUA/TDA And Responses To Comments On DEIR	15,026
Task 5. Project Management Through March 2022	2,684
Total (Plus 10 percent contingency)	\$54,870

We appreciate the opportunity to perform this important work. Please contact me if you have any questions on the proposed budget or scope.

Sincerely,
WEST YOST



Garrett Rapp, PE
Associate Engineer II
RCE #86007

**ACTION
ITEM**

2A

Date: December 8, 2021

To: The Honorable Board of Directors

SDD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Christiana Daisy, Deputy General Manager

Subject: Chino Basin Program Professional Consulting Services Contract Amendment

Executive Summary:

In July 2018, the California Water Commission (CWC) approved a maximum conditional grant funding in the amount of \$206.9M under Proposition 1 - Water Storage Investment Program (WSIP). In 2021, an additional \$5M was received increasing the funding amount to \$212M. In order to secure the final funding award, institutional agreements, financial analysis, and environmental documentation need to be completed. Professional consulting services are required to provide support services ranging from program administration, financial evaluation, regulatory coordination, institutional agreement development, and progress reporting.

GEI Consultants, Inc. has been involved with the Chino Basin Program from the initial WSIP grant application through the development of the benefits evaluation and the feasibility studies which resulted in the CWC feasibility determination on November 17, 2021. Their range of professional services will continue to provide IEUA with the best value to achieve the next milestones.

The proposed contract amendment for GEI Consultants, Inc. for a not-to-exceed amount of \$1,330,000, a 68% increase, will provide continued services through the end of 2023.

Staff's Recommendation:

1. Award a professional consulting services contract amendment to GEI Consultants, Inc. in the amount of \$1,330,000 for a total not-to-exceed contract amount of \$3,283,680;
2. Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

Budget Impact *Budgeted (Y/N): Y Amendment (Y/N): N Amount for Requested Approval:*

Account/Project Name:

The contract amendment for a not-to-exceed amount of \$1,330,000 will be funded by Project No. PL19005 in the Water Resources (WW) fund.

Fiscal Impact (explain if not budgeted):

Prior Board Action:

On December 19, 2018, IEUA's Board of Directors approved a sole source contract with GEI Consultants, Inc. for a not-to-exceed amount of \$1,953,680 for support services of the CBP.

On March 20, 2019, IEUA's Board of Directors approved a project budget amendment of \$8.7M, increasing the project budget from \$6.3M to \$15M for the Chino Basin Program.

Environmental Determination:

Not Applicable

Business Goal:

The CBP supports IEUA's business goal of Water Reliability, of implementing an integrated water resources management plan providing a reliable and cost-effective water supply and promoting sustainable water use throughout the region.

Attachments:

Attachment 1 - PowerPoint

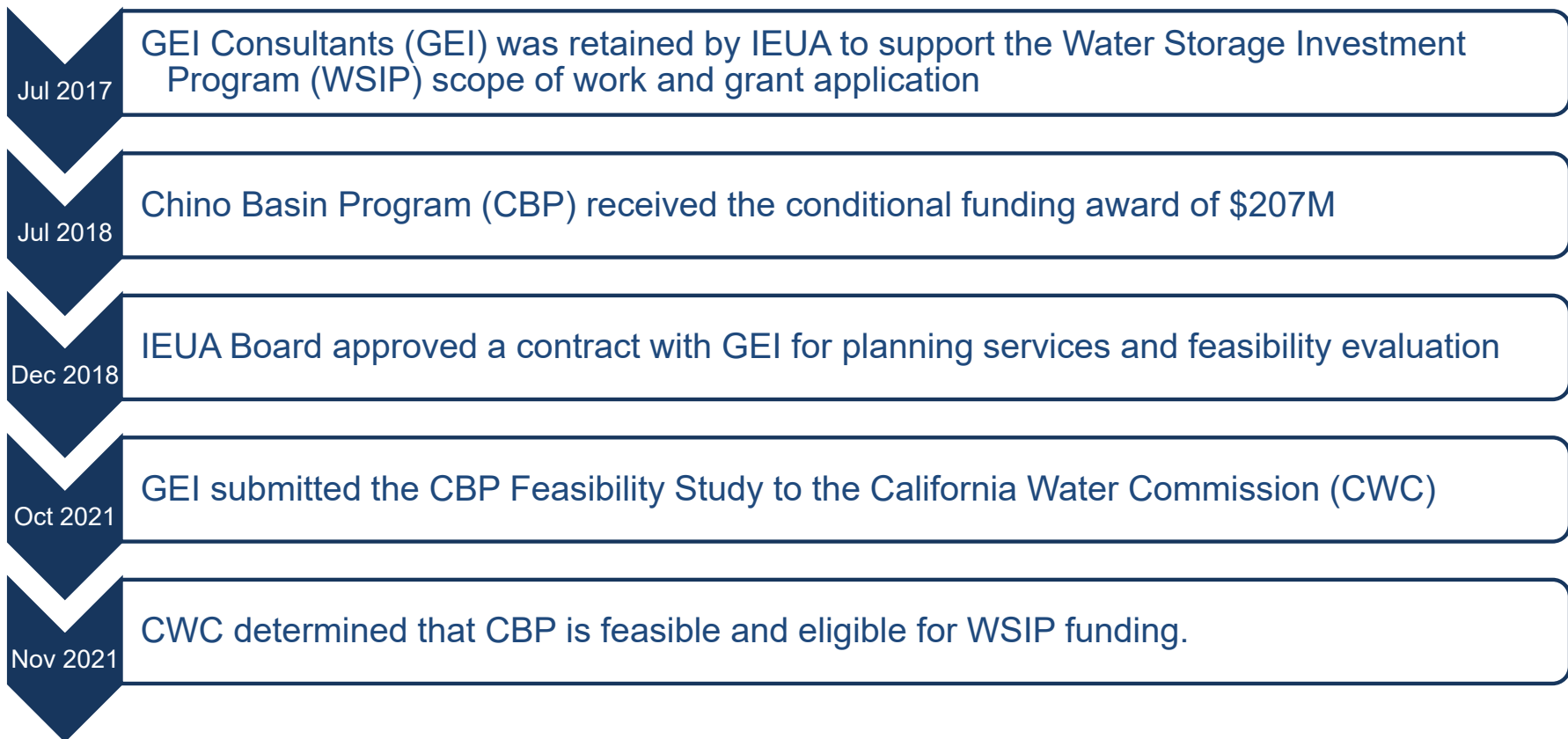
Attachment 2 - Consultant Contract



Chino Basin Program Professional Consulting Services Contract Amendment

Liza Muñoz, P.E.
Senior Engineer
December 8, 2021

Background



Contract Amendment Scope of Work



For the next two years, GEI will support IEUA by:

Coordinating with the CWC for the administration and implementation of the WSIP funding

Developing the State Water Project exchange and operations agreements

Developing local participating agency agreements for WSIP operational requirements

Assisting with the pursuit of potential federal and state funding opportunities

Supporting CBP strategic planning, program coordination and communications

Recommendation

- Approve a contract amendment with GEI Consultants, Inc., Contract No. 4600002662, for the Chino Basin Program in the amount of \$1,330,000, increasing the contract from \$1,953,680 to a revised not-to-exceed amount of \$3,283,680; and
- Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

The contract amendment is consistent with IEUA's business goal of Water Reliability by implementing an integrated water resources management plan that provides the region with a reliable and cost-effective water supply and promotes sustainable water use.



**CONTRACT AMENDMENT NUMBER: 4600002662-002
FOR
CHINO BASIN PROGRAM**

AMENDMENT NUMBER TWO is made and entered by and between the Inland Empire Utilities Agency (IEUA), a Municipal Water District, organized and existing in the County of San Bernardino under and by virtue of the laws of the State of California (hereinafter referred to as "Agency" or "IEUA"), and GEI Consultants, Inc. in Rancho Cordova, California (hereinafter referred to as "Contractor"), and shall revise the Contract as amended:

SECTION 5, TERM, IS REVISED TO READ AS FOLLOWS:

An additional term of this Contract shall commence on January 1, 2022, and shall continue in effect through December 31, 2023, unless terminated as specified in section 20, (Termination for Convenience), or in the event the maximum amount of this Contract is exceeded as set forth in section 6.B. (Payment, Invoicing, and Compensation).

SECTION 6, COMPENSATION, IS REVISED TO READ AS FOLLOWS:

An additional **\$1,330,000.00** will be added to the total not-to-exceed compensation payable to the Contractor, such that the Contractor's total compensation for services rendered under this Agreement, as amended, shall not exceed the aggregate sum of **\$3,283,680.00** for all services satisfactorily provided during the term of this Contract.

ALL OTHER PROVISIONS OF THIS CONTRACT REMAIN UNCHANGED

WITNESSETH, that the parties hereto have mutually covenanted and agreed as per the above amendment item, and in doing so have caused this document to become incorporated into the Contract Documents.

INLAND EMPIRE UTILITIES AGENCY: **GEI CONSULTANTS, INC.:**
**A MUNICIPAL WATER DISTRICT*

Warren T. Green
Manager of Contracts,
Procurement, & Risk Services

(Date)

Roger Putty
Principal Engineer
Project Manager

(Date)

4600002662-002 (GD)
11/17/2021

**ACTION
ITEM**

2B

Date: December 8, 2021

To: The Honorable Board of Directors

Committee: Audit

SD
From: Shivaji Deshmukh, General Manager

12/06/21

Executive Contact: Javier Chagoyen-Lazaro, Acting Exec Manager of Finance & Admin/AGM

Subject: IEUA Fiscal Year (FY) 2020/21 Audited Annual Comprehensive Financial Report

Executive Summary:

The Annual Comprehensive Financial Report (ACFR, formerly referred to as the "CAFR") for fiscal year ended June 30, 2021, was prepared in conformity with generally accepted accounting principles (GAAP) as set forth by the Governmental Accounting Standards Board (GASB) and audited by Clifton Larson Allen LLP (CLA.) Based on their audit and testwork results, CLA found the financial statements present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information as of June 30, 2021, and the respective changes in financial position, and cash flows thereof in accordance with accounting principles generally accepted in the United States (U.S. GAAP). As such, CLA issued an unmodified (clean) opinion.

Staff's Recommendation:

1. Approve the Annual Comprehensive Financial Report for fiscal year ended June 30, 2021;
2. Direct staff to distribute the report as appropriate, to the various federal, state, and local agencies, financial institutions, bond rating agencies, and other interested parties;
3. Approve inter-fund loan of up to \$2,000,000 from Recycled Water Fund to Recharge Water Fund to support the Recharge Master Plan Update execution while completing State Revolving Fund loan agreements; and
4. Authorize the General Manager to execute the inter-fund loan.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Not Applicable

Fiscal Impact (explain if not budgeted):

There is no impact on the Agency's FY 2021/22 Budget as a result of this item, since related audit service fees are budgeted in the Administrative Services Fund under Professional Services.

Prior Board Action:

On December 16, 2020, the Board of Directors approved the Comprehensive Annual Financial Report for FY 2019/20 reviewed by the Audit Committee on December 09, 2019.

On March 17, 2021, the Board approved Contract No. 4600003005 with Clifton Larson Allen LLP for financial auditing and single audit services, for three fiscal years beginning in FY 2020/21, with the option to extend two additional fiscal years.

Environmental Determination:

Not Applicable

Business Goal:

The IEUA FY 2020/21 Annual Comprehensive Financial Reports are consistent with the Agency's Business Goal of Fiscal Responsibility in providing transparent communication of the fiscal year activity and the net position of the different programs of the Agency.

Attachments:

Attachment 1 - Background

Exhibit A - FY 2020/21 Audited Annual Comprehensive Financial Report (in Substantive Completed Form)

Attachment 2 - PowerPoint

Attachment 3 - Promissory Note for Inter-fund Loan Between the Recycled Water Fund and the Recharge Water Fund

Background

Subject: IEUA Fiscal Year (FY) 2020/21 Audited Annual Comprehensive Financial Report (ACFR)

FY 2020/21 Annual Comprehensive Financial Report

The Agency's Annual Comprehensive Financial Report (ACFR) for fiscal year ended June 30, 2021, was prepared in conformity with generally accepted accounting principles in the United States of America (GAAP), as set forth by the Governmental Accounting Standards Board (GASB). Responsibility for both the accuracy of the presented data, and the completeness and fairness of the presentation, including all disclosures, rests with the management of the Agency. To the best of staff's knowledge, the data presented is accurate in all material respects, and reported in a manner designed to fairly present the financial position and results of operations for the various Agency funds and account groups. Disclosures are included within the ACFR to enable the reader to gain an understanding of the Agency's financial activities. Exhibit A is a copy of the Agency ACFR in substantially final form.

FY 2020/21 Financial Highlights

Combined revenues and other funding sources for the fiscal year totaled \$296,617,000, an increase of \$38,739,622 compared to the prior fiscal year. The following table presents a comparison of revenues and other funding sources by category for fiscal years 2019/20 and 2020/21.

Combined Revenues and Other Funding Sources by Category - All Funds

For the Fiscal Year Ended June 30, 2021

(With Comparative Totals for the Fiscal Year Ended June 30, 2020)

Revenue & Other Funding Sources	2020/21		2019/20		Increase/(Decrease) from 2019/20	
	AMOUNT	% OF TOTAL	AMOUNT	% OF TOTAL	AMOUNT	% OF CHANGE
Service Charges	\$ 91,325,416	31%	\$ 88,034,511	34%	\$ 3,290,905	4%
Water Sales	45,561,349	15%	40,767,990	16%	4,793,359	12%
Recycled Water Sales	18,094,729	6%	15,348,685	6%	2,746,044	18%
Interest Income	3,011,265	1%	4,229,595	2%	(1,218,330)	(29)%
Property Tax Receipts	67,134,938	23%	55,613,070	22%	11,521,868	21%
Water Connection Fees	5,699,920	2%	8,048,141	3%	(2,348,221)	(29)%
Wastewater Capital Connection Fees	36,732,365	12%	24,259,070	9%	12,473,295	51%
Other Non-operating Revenues	6,390,462	2%	16,075,581	6%	(9,685,119)	(60)%
Capital Grants	22,666,556	8%	5,500,735	2%	17,165,821	312%
Total Revenues & Contributions	\$ 296,617,000	100%	\$ 257,877,378	100%	\$ 38,739,622	15%

Service Charges

Increase is primarily due to an increase in the number of EDU units reported by contracting agencies.

Water Sales

Increase is due to the withdrawal of 23,000 AF of Dry Year Yield Conjunctive Use (DYY CUP) water by member agencies and a three percent rate increase from Southern California Metropolitan Water District (SCMWD.)

Property Tax Receipts

Increase is primarily due to higher assessed property values and the year over year increase from the Agency's share of the Redevelopment Agencies liquidation proceeds.

Wastewater and Water Connection Fees

Connection fees to the regional water and wastewater systems were higher than the prior fiscal year. Wastewater connections fees were \$36.7 million, with 5,281 new units compared to 3,435 units and \$24.3 million in the prior fiscal year. The higher number of new connections is primarily due to improving building activities in FY 2020/21 as compared to prior year. Water connection fees were \$5.7 million in FY 2020/21 compared to \$8.0 million in FY 2019/20.

Other Non-operating Revenues

Decrease is due to primarily to one-time events in 2019/20 related to LIBOE settlement received by the Agency, and an easement sale to the Chino Preserve Development Corporation.

Capital Grants

Increase is due to Federal Principal Forgiveness grant (PFG) as well as grant receipts for the South Archibald Trichloroethylene (TCE) Plume Cleanup Project.

Combined expenses for fiscal year ended June 30, 2021 totaled \$193,930,356, a decrease of \$224,743, compared to the prior fiscal year. The following table presents a comparison of expenses by category for fiscal years 2021/20 and 2019/20.

Combined Expenses by Category - All Funds
For the Fiscal Year Ended June 30, 2021
(With Comparative Totals for the Fiscal Year Ended June 30, 2020)

Expense Category	2020/21		2019/20		Increase/(Decrease) from 2019/20	
	AMOUNT	% OF TOTAL	AMOUNT	% OF TOTAL	AMOUNT	% OF CHANGE
Water Purchases	\$ 45,561,349	22%	\$ 40,479,758	21%	\$ 5,081,591	13%
Wastewater Collection	8,965,048	4%	9,188,554	4%	(223,506)	(2)%
Wastewater Treatment	22,548,656	12%	20,958,634	11%	1,590,022	8%
Wastewater Disposal	10,778,250	6%	11,077,003	6%	(298,753)	(3)%
Operations and Maintenance	5,974,752	3%	5,113,227	3%	861,525	17%
Administration and General	44,066,872	23%	43,207,892	22%	858,980	2%
Depreciation and Amortization	36,819,224	19%	37,614,865	19%	(795,641)	(2)%
Interest on Long-Term Debt	13,883,835	7%	7,629,807	4%	6,254,028	82%
Other Non-Operating Expenses	5,332,370	3%	18,885,359	10%	(13,552,989)	(72)%
Total Expenses	\$ 193,930,356	99%	\$ 194,155,099	100%	\$ (224,743)	(0.1)%

The Agency's statement of net position for fiscal year (FY) ended June 30, 2021, reflects \$875 million, an increase of \$103 million compared to the prior fiscal year.

Imported Water Pass-Through Sales and Purchases

Imported water deliveries for FY 2020/21 were 71,347-acre feet (AF) compared to 64,835 AF reported in FY 2019/20, an increase of 6,512 AF. The increase is mainly due to an increase in deliveries under SCMWD conjunctive use Dry Year Yield (DYY) program.

Funding of Employee Retirement Liabilities

Consistent with the Board policy, the Agency makes contributions to fund the pension unfunded liabilities and other post-employment benefits (OPEB). Since the inception of the funding plan, cumulative additional contributions toward the unfunded liabilities of \$31.5 million for pension and \$16.0 million for OPEB have been made through fiscal year ended June 30, 2021.

As of June 30, 2020, based on the most recent actuarial valuation date, the OPEB plan is 100 percent funded with an actuarial accrued asset of \$160,184.

The net pension liability measured as of June 30, 2020, using valuation date of June 30, 2019, was 82.3 percent funded at \$40.3 million, in accordance with GASB 68. At June 30, 2021, the Agency had no outstanding amount of contributions to the pension plan required for the year ended June 30, 2021.

Work in Progress (WIP)

The number of open projects under the category of Work in Progress (WIP) increased by 55 percent in FY 2020/21 compared to FY 2020/19. WIP total cost decreased to \$197.6 million from \$92.3 million mainly due to the construction of the RP-5 expansion.

Interfund transfers

Inter-fund transfers are used to transfer funds between Agency Funds to support debt service, capital and operations and maintenance costs. One example is the transfer of water connections fees initially recorded in the Recycled Water fund and transferred to other fund to support eligible capital and water use efficiency projects. The individual transactions offset one another and do not impact the overall net position of the Agency, with the receiver fund recording an increase and sender fund recording a decrease in net position.

In FY 202/21, inter-fund transfers of \$22.3 million were made to support debt service requirements, the Agency's pro-rata share of groundwater recharge O&M costs, and the allocation of water and wastewater connection fees to support capital project costs based upon information defined in 2015 rate and fee studies. The following tables summarize the Transfers In (Table 1) and Transfer Out (Table 2) by type and between Major and Non-Major funds.

Table 1. FY 2019/20 Transfers In

	Transfer In							
	Major Funds				Non-Major Funds			Total
	Wastewater Capital	Wastewater Operations	Recycled Water	Water Resources	Admin. Services	Groundwater Recharge	Non-Reclaimable Wastewater	
Debt Service	-	271,390	2,538,591	-	-	455,800	-	3,265,781
Total Capital Contributions	8,511,422	6,447,980	-	747,898	1,980,696	8,060	909,088	18,605,144
Operations Support	-	-	-	-	55,646	411,000	-	466,646
Total	8,511,422	6,719,370	2,538,591	747,898	2,036,342	874,860	909,088	22,337,571

Table 2. FY 2019/20 Transfers Out

	Transfer Out							
	Major Funds				Non-Major Funds			Total
	Wastewater Capital	Wastewater Operations	Recycled Water	Water Resources	Admin. Services	Groundwater Recharge	Non-Reclaimable Wastewater	
Debt Service	3,118,474	147,307	-	-	-	-	-	3,265,781
Total Capital Contributions	9,210,095	8,511,422	836,172	-	-	-	47,455	18,605,144
Operations Support	-	51,862	412,892	-	-	-	1,892	466,646
Total	12,328,569	8,710,591	1,249,064	-	-	-	49,347	22,337,571

Debt Service Interfund Transfer \$3.3 million

The Agency issues debt as a single system, pledging consolidated sources of funds to obtain better financing terms. The projects included in the debt financing support different programs and funds. Debt service costs (repayment of principal and interest) are allocated to programs and funds proportionate to the debt proceeds allocated to support respective capital projects. Since the sources of funds may not always match the debt service requirements in an individual fund, debt financing needs are evaluated and an interfund transfer are used to support debt service are recorded in the corresponding funds.

For Fiscal Year 2020/21, Wastewater Capital fund supported bond debt service for the 2017A Refunding Bonds in the Recycled Water fund, and for the 2020A Refunding Revenue Bonds recorded in the Groundwater Recharge fund.

Capital Interfund Transfer \$18.6 million

Capital interfund transfers support capital project expenditures as determined by the nature of the project and funding sources during the fiscal year.

Projects are assigned to the fund that will benefit from the investment. In some cases, where a project will benefit multiple funds, the project is assigned to a single fund to effectively track and monitor project budget and costs throughout its lifecycle. For these projects, actual expenditures are allocated amongst the funds based on their benefit share at the end of the fiscal year. In Fiscal Year 2020/21, interfund transfers from the Wastewater Operations fund to the Wastewater Capital fund recorded its share of cost for projects such as the RP-5 Expansion project.

Additionally, capital projects that support common Agency-wide activities are recorded in the Administrative Services fund. For Fiscal year 2020/21 interfund transfers to the Administrative Service fund from the Wastewater Capital, Recycled Water, and Non-Reclaimable Wastewater funds supported projects, including roofing improvements to the Agency main buildings, and enhancement to the Agency's computer infrastructure network and cybersecurity.

The 2020 engineering rate study included the allocation of water and wastewater connection fees amongst eligible projects recorded in various Agency funds. Interfund transfers are used to allocate connection fees amongst eligible projects based on actual expenditures and funding sources.

In Fiscal Year 2020/21 water connection fees initially recorded in the Recycled Water fund supported projects like the Water Bank, the Chino Basin Program review and analysis, and water planning initiatives recorded in the Water Resources fund, as well as a small portion of the Recharge Master Plan Update (RMPU) and Administrative Services fund project costs.

Inter fund transfers of wastewater connection fees to the Administrative Services and the Non-Reclaimable Wastewater fund supported eligible project costs.

Operation Support Interfund Transfer \$0.47 million

Operation support interfund transfers are limited to certain non-capital projects, such as the Agency's pro rata share of the groundwater recharge basin of operating and maintenance costs, per agreement with Chino Basin Watermaster.

Interfund Loan

To support cash flow needs for the implementation of the Recharge Master Plan Updates projects, the Recharge Water Fund requires an interfund loan pending receipt of State Revolving Fund Loan proceeds from the State Water Resources Control Board. The Recycled Water Fund will lend the

Recharge Water Fund an amount not to exceed \$2 million, as of June 30, 2021, with interest at the annual average LAIF Rate for a period of one year following the execution of the promissory note.

External Auditors' Independent Audit

The Agency's independent audit firm, Clifton Larson Allen LLP (CLA), performed the annual financial audit. CLA issued an unmodified ("clean") opinion over the financial statements for the Fiscal Year ended June 30, 2021, indicating that the financial statements are presented fairly and in accordance with GAAP and free of material misstatements. CLA found no material deficiency in internal controls over financial reporting.

Fiscal Year 2020/21 is the first audit completed by CLA in accordance with the contract approved by the Board of Directors on June 11, 2021, for three fiscal years beginning in FY 2020/21, including the option to extend the contract two fiscal years. The agreement covers the audit of the Inland Empire Utilities Agency (Agency) financial statements, review of the annual appropriations limit calculation, and audit of the Agency's federal awards in accordance with Office of Management and Budget (Single Audit).

Internal Audit Department Review

Internal Audit staff performed an additional quality control check/review of the draft financial statements with emphasis on; overall mathematical accuracy, validation of the MD&A, notes, and statistical sections, including continued disclosure compliance as required by bond covenants, to the financial statements or to other supporting information.

Internal Audit staff's review did not include tests of transactions, or tests of the reliability of the totals and amounts included in the various categories, accounts, funds, statements, etc. Staff relies on the work of the external auditors to test the reliability of the financial information reported. Staff's review is only one of an additional quality control to ensure a professional presentation, consistent with prior years.

Government Financial Officers Association (GFOA) CAFR Award

For the past twenty-one years, the Agency has applied for and received the GFOA CAFR Award for excellence in financial reporting. The deadline to submit the FY 2020/21 CAFR is December 31, 2021.

The IEUA FY 2020/21 Comprehensive Annual Financial Report is consistent with the Agency's Business Goal of Fiscal Responsibility in providing transparent communication of the Fiscal Year activity and the net position of the different



Annual Comprehensive Financial Report Fiscal Year Ended June 30, 2021

Deborah Berry
Manager of Finance and Accounting
December 8, 2021

FY 2020/21 Financial Highlights

- **Increased total net position by \$103 million:**
 - Operating activities: (\$19) million
 - Non-operating activities: \$99 million
 - Capital Grants: \$23 million
- **Interfund transfers \$22.3 million**
(Note 15 to Financial Statements):
 - \$3.3 million Debt service support
 - \$18.5 million Capital support
 - \$0.5 million Operations and Maintenance support
- **Total net position as of 6/30/21 \$875 million:**
 - \$374 million net investment in capital assets
 - \$309 million restricted assets
 - \$192 million designated / unrestricted assets
- **Interfund loan of up to \$2 million**
 - From the Recycling Water Fund to the Recharge Water Fund, to support RMPU cash flow, until SRF loans agreements are completed. FY 2020/21 loan \$1.0 million.

FY 2020/21 Revenues & Expenses

Total Revenues \$296 Million

Operating revenue:

• Water Sales	\$46
• Service Charges	\$91
• Recycled Water Sales	<u>\$18</u>
Total Operating Revenue	<u>\$155</u>

Non-Operating revenue:

• Property Tax	\$67
• Connection Fees	\$43
• Capital Grants	\$23
• Other nonoperating revenues	<u>\$9</u>
Total Non-Operating Revenue	<u>\$141</u>

Total Expenses & Change in Net Position \$296 Million

Operating expense:

• Water Purchases	\$46
• Wastewater Treatment	\$41
• O&M and Support Services	\$50
• Depreciation and Amortization	<u>\$37</u>
Total Operating Expense	<u>\$174</u>

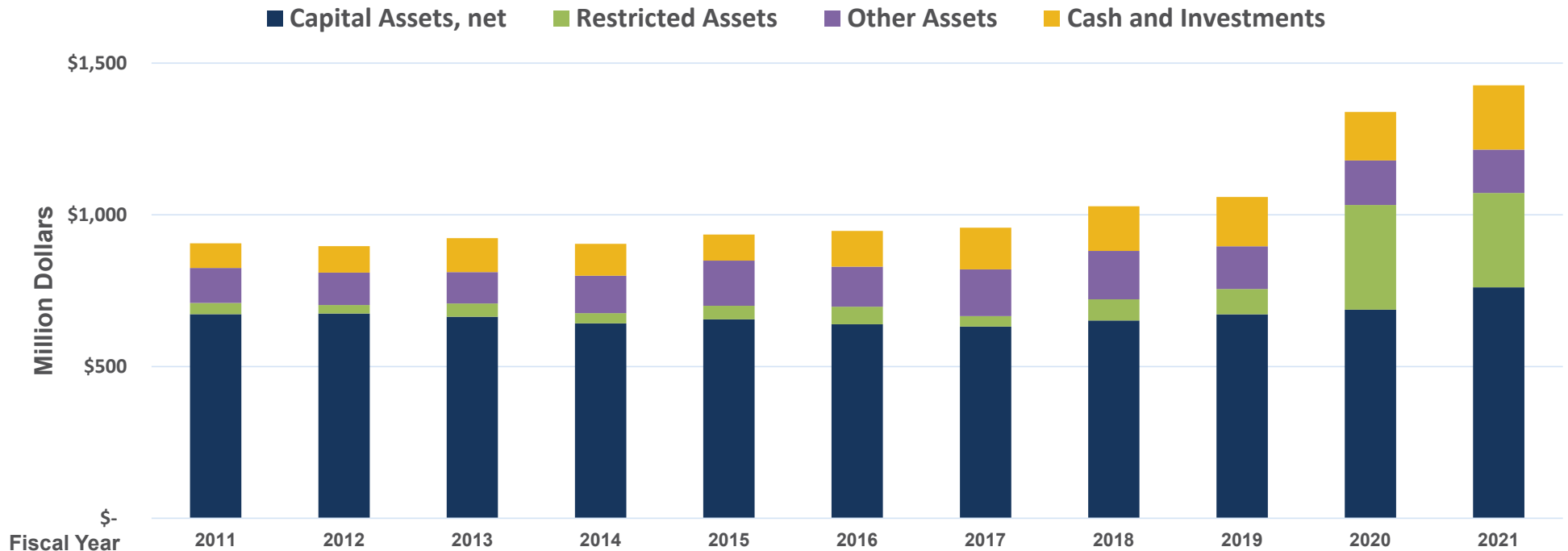
Non-Operating Expense:

• Interest on long term debt	\$14
• Other nonoperating expenses	<u>\$5</u>
Total Non-Operating Revenue	<u>\$ 19</u>

Change in Net Position: \$103

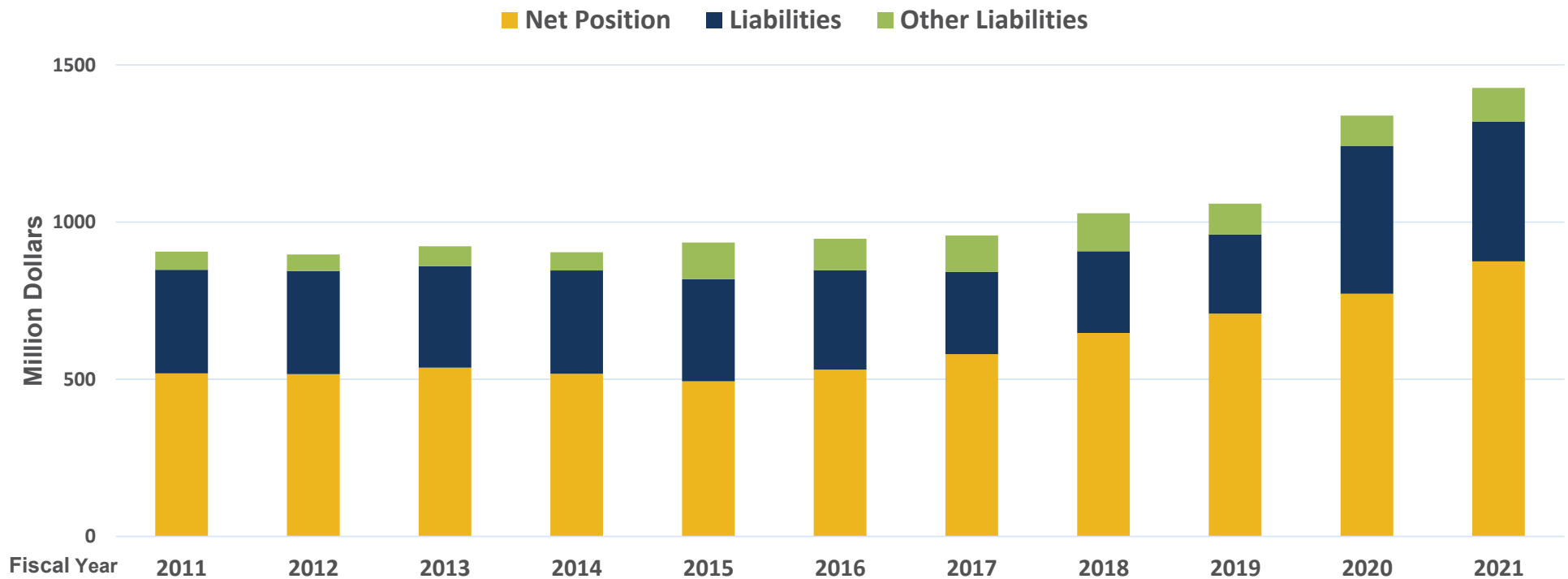
Total Assets Increased \$87 million from prior year

- Construction of new capital assets (RP-5 Expansion)
- Higher property tax and connection fees receipts

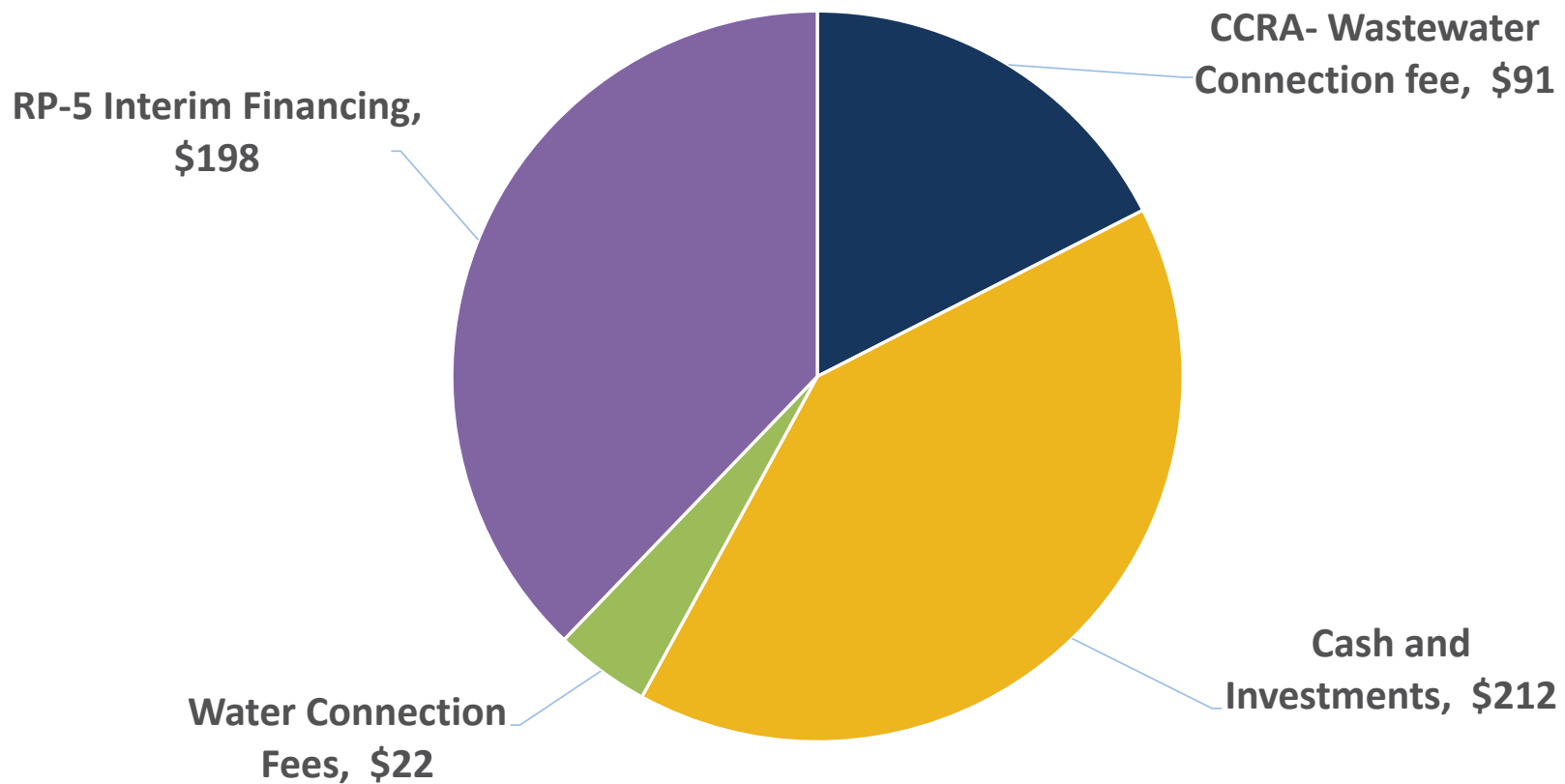


Total Liabilities and Net Position

- \$25.5 M net decrease in Long Term Debt
- \$103 M increase in Net Position



FY 2020/21 Cash, Investments, and Restricted Deposits \$523 Million



Recommendation

1. Approve the Inland Empire Utilities Agency Annual Comprehensive Financial Report for fiscal year ended June 30, 2021;
2. Direct staff to distribute the report as appropriate, to the various federal, state, and local agencies, financial institutions, bond rating agencies, and other interested parties;
3. Approve an inter-fund loan of up to \$2 million from the Recycled Water Fund to the Recharge Water Fund to support the Recharge Master Plan Update execution while completing State Revolving Fund loan agreements; and
4. Authorize the General Manager to execute the inter-fund loan.



Questions?

The annual comprehensive financial report is consistent with the Agency's business goal of fiscal responsibility



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www.ieua.org

Date: June 30, 2021

PROMISSORY NOTE

Promissory Note to the Recycled Water Fund (WC 10600 of the Inland Empire Utilities Agency (“Lender”), Chino, California.

For value received, the Recharge Water Fund (RW 10300) of the Inland Empire Utilities Agency (“Borrower”), having its offices at 6075 Kimball Avenue, Building A, Chino, California 91708, hereby promises to pay Lender, having its offices at 6075 Kimball Avenue, Building A, Chino, California 91708, the principal sum not-to-exceed amount of \$2,000,000 with interest at the annual average LAIF Rate for a period of one year following the execution of this Note between Borrower and Lender as defined above. The obligations of Borrower are subject to the terms of this Note and the IEUA policy on inter-fund transfer and loan’s, adopted by the Board as Resolution 2001-12-01 on December 5, 2001 and incorporated by reference

This Interfund loan will support the implementation of the Recharge Master Plan Updates projects that are included in the Recharge Water Fund (RW 10300), until the receipts of State Revolving Fund Loans from the State Water Resources Control Board.

1. The loan principal and interest repayment is open-ended, pending Board action to establish the funding source, and a loan repayment schedule.
2. Interest on said funds shall accrue in annual installments on the outstanding principal beginning on the 1st day of July, 2021 and continuing through the last day of the loan repayment schedule, on which day the entire balance of the unpaid principal with unpaid interest due thereon shall be due and payable.
3. Executed as of the day and date first above written.

INLAND EMPIRE UTILITIES AGENCY

BY: _____

Shivaji Deshmukh

General Manager

Water Smart - Thinking in Terms of Tomorrow

Jasmin A. Hall
President

Michael E. Camacho
Vice President

Steven J. Elie
Secretary/Treasurer

Paul Hofer
Director

Marco Tule
Director

Shivaji Deshmukh
General Manager

**ACTION
ITEM**

2C

Date: December 8, 2021

To: The Honorable Board of Directors

SSD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Shivaji Deshmukh, General Manager

Subject: Adoption of Resolution No. 2021-12-5, Recognizing the State and Regional Drought Emergency and Activating the Agency's Water Shortage Contingency Plan at Level 2

Executive Summary:

The reliability of water supplies from northern California via the State Water Project (SWP) to the Metropolitan Water District of Southern California (Metropolitan) is precariously low due to climate change impacts. SWP water supplies up to 30% of regional demands for drinking water.

On October 19, 2021, Governor Gavin Newsom, by Proclamation, expanded the drought emergency statewide to include all 58 counties due to worsening drought conditions, including the County of San Bernardino, and urged Californians to redouble their water conservation efforts to achieve a 15 percent reduction in water use.

On November 9, 2021, Metropolitan adopted a Resolution declaring a Regional Drought Emergency, which calls on all member agencies to 1) review the adequacy of their past drought response measures, 2) make all reasonably practicable changes in their operations to reduce their use of SWP supplies, and 3) immediately mandate conservation requirements and drought-related limitations as are appropriate to reduce the use of SWP supplies. Metropolitan indicated that absent immediate conservation action or significant improvements in hydrological conditions, deliveries of SWP water could be limited to health and safety levels as soon as 2022.

Staff's Recommendation:

- 1) Adopt Resolution No. 2021-12-5, recognizing the state and regional drought emergency; and
- 2) Activating the Agency's Water Shortage Contingency Plan at Level 2.

Budget Impact *Budgeted (Y/N):* Y *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

N/A

Fiscal Impact (explain if not budgeted):

N/A

Prior Board Action:

On September 15, 2021, the Agency adopted Resolution No. 2021-9-7, in Support of a Declaration of a Condition 2 (Water Supply Alert) made by the Metropolitan Water District of Southern California.

Environmental Determination:

Not Applicable

Business Goal:

IEUA is committed to providing a reliable and cost-effective water supply and promoting sustainable water use throughout the region.

Attachments:

1. Resolution 2021-12-5
2. Background
3. Presentation

Subject: Adoption of Resolution No. 2021-12-5, Recognizing the State and Regional Drought Emergency and Activating the Agency's Water Shortage Contingency Plan at Level 2

Background on Developing Drought

Water Year 2021 (October 1, 2020 to September 30, 2021) was an extreme year in terms of temperature and precipitation, and it followed a Water Year 2020 that was likewise warm and dry. Together, Water Years 2020 and 2021 were the driest two consecutive years on record in California for statewide precipitation. As a result, in March 2021, the Department of Water Resources (DWR) reduced the already low December 2020 State Water Project (SWP) initial allocation of 10 percent to the current 5 percent allocation. This followed a low SWP allocation of only 20 percent in 2020. At this point, even if the allocation in 2022 were to reach 25 percent, the three years from 2020 to 2022 would be the lowest deliveries in the history of the SWP. This is especially concerning to the Agency and its retail agencies as the service area is a SWP-exclusive area, only importing MWD water from the SWP. Throughout 2021, the worsening water supply conditions prompted Governor Gavin Newsom to declare a series of four expanding drought emergencies across the state.

The overall sequence of state actions in 2021 can be summarized as follows:

- On April 21, Governor Newsom proclaimed a regional drought emergency in Mendocino and Sonoma counties.
- On May 10, a second proclamation expanded the drought emergency to an additional 39 counties.
- On June 9, the California Public Utilities Commission, the State Water Resources Control Board (SWRCB), and DWR called on local and regional suppliers to increase their conservation efforts, to develop contingency plans in the event of water supply problems, and to urge Californians to save water amid ongoing dry conditions and in anticipation of another dry year in 2022.
- On July 8, Governor Newsom expanded the drought state of emergency once again to a total of 50 counties covering 42 percent of the state's population. The drought emergency did not yet include the six counties in MWD's service area. On the same day, the governor also issued Executive Order N-10-21, calling for all Californians to voluntarily reduce their water use by 15 percent.
- On October 19, Governor Newsom widened the drought emergency to all counties. Among other things, the proclamation called on local and regional water agencies to implement their Water Shortage Contingency Plans (WSCPs) to conserve water appropriate for local conditions while considering the possibility of a third consecutive dry year. The governor urged Californians to redouble their efforts to attain the 15 percent voluntary water use reduction.

In preparation, and in response to drought conditions, the Metropolitan Water District of Southern California (MWD) also initiated numerous drought actions this year, including:

- In January 2021, recognizing the need for a coordinated, regional drought response to support the governor's call for voluntary conservation and to begin preserving stored SWP supplies, MWD

Background

began re-operating their distribution system to minimize SWP use and utilize more Colorado River Aqueduct (CRA) and stored supplies.

- In April 2021, MWD increased pumping on the CRA to the total capacity of eight pumps for the first time since the depths of the last drought in 2015.
- In May 2021, the MWD Board approved the Operational Shift Cost Offset Program, which removed a barrier to agencies receiving MWD service from CRA instead of SWP supplies. Also, in May—for the first time in history—the source water feed to the Mills water treatment plant was switched from SWP to Diamond Valley Lake storage.
- In June 2021, MWD began operating the fully rebuilt Greg Avenue pump facility allowing Colorado River and stored supplies to be pumped into the western portion of their distribution system.
- In August 2021, the MWD Board adopted a Water Supply Alert Resolution, the third of a four-step water supply condition framework to manage regional shortages. The Water Supply Alert provided a common framework for outreach, communication, and collaboration. MWD immediately began developing new and enhanced water efficiency programs to capitalize on the consumer's willingness to do more in both the short and long term. MWD worked closely with the member agency conservation coordinators, the member agency managers, and the Conservation and Local Resources Committee to select water efficiency programs that could increase water savings in a short period while continuing to nudge the region towards improved efficiency.
- MWD also began working on near- and long-term projects and programs to help alleviate the current drought and reduce the impact of future severe and multi-year droughts on the SWP system. MWD staff continue developing these programs and will request authority to enter into agreements or initiate capital projects in the coming months.
- In November 2021, the MWD Board adopted a Regional Drought Emergency Resolution recognizing a statewide drought emergency, declaring specified emergency conditions within the MWD service area, and calling on MWD-Member Agencies to reduce the use of SWP supplies.

The current drought conditions resulted in MWD heavily drafting from storage reserves to compensate for low SWP allocations. With the 2022 prospect of a zero percent SWP initial allocation coming after two prior allocations of only 20 and 5 percent, MWD supplies may not be sufficient to meet the normal potable demands in portions of its service area that are SWP-exclusive, such as the Agency's service area.

DWR's Health & Safety and Critical Needs Evaluation

The drought similarly impacts other SWP contractors. In planning for dry conditions that could continue into 2022, DWR is exploring invoking a never-before-used section of the SWP contract. This provision, Article 18(a), states that DWR “may allocate on some other basis [than the standard Table A allocation] if such is required to meet minimum demands of contractors for domestic supply, fire protection, or sanitation during the year.” As such, DWR requested that all SWP contractors, including MWD, estimate and submit minimum water demands reflecting only domestic supply, fire protection and sanitation needs. In preparing these estimates, DWR stipulated that a standard of 55 gallons per person per day be used as the primary basis for minimum Health & Safety water demands. DWR will then use the aggregate minimum demands

Background

of all contractors to petition the SWRCB for minimum pumping from the Sacramento/San Joaquin Bay-Delta to supply that need.

MWD has strongly advocated DWR that minimum water demands must be sufficient to support critical elements of the region's economy (if considered a country, Southern California's economy would be larger than all but 12 nations of the world). This should include "Critical Needs" supply for basic commercial and industrial activity beyond just indoor residential Health & Safety needs. MWD also advocates that the region should continue to benefit from the groundwater banking, storage, and water transfer programs it has previously developed to protect the region from this type of drought scenario. Nevertheless, it is incumbent for the region to preserve stored SWP supplies and extend the date when Health & Safety deliveries may constrain other water uses such as outdoor irrigation, filling swimming pools, automatically serving water in restaurants, or washing cars at home.

Drought Challenges for MWD's Supplies

Although the drought emergency conditions are most immediately affected by shortages of SWP water supplies, the Colorado River is also threatened by longstanding drought. Warm temperatures and arid soils have depleted the expected runoff from the Upper Colorado River Basin snowpack. In August 2021, the U.S. Bureau of Reclamation declared the first-ever shortage on the Colorado River. Because of the 2019 Drought Contingency Plan, California has so far been spared from cuts to its Colorado River supplies for next year. Still, Arizona, Nevada, and Mexico will be taking reductions due to the 2022 Tier 1 shortage declaration.

MWD's member agencies needs vary widely depending on their location, available local supplies, and prior investments to secure water reliability. This critical drought emergency has exposed vulnerabilities of the SWP system that impact member agencies differently across MWD's service area. For example, some member agencies can rely entirely on local supplies, Colorado River deliveries, or other water supply programs, while others are significantly impacted due to a higher level of reliance on MWD imported supplies via the SWP.

With the current drought conditions and particular water supply availability, MWD has recognized that their Water Supply Allocation Plan (WSAP) and Condition 3 of the Water Supply Condition Framework do not appear to present themselves as the most appropriate tool for reducing demands at this time. The WSAP serves as the current policy for allocating water supplies to all member agencies in times of declared water shortages to reduce water use across the entire service area to conserve supply. The WSAP allocates supplies based on the needs of agencies throughout the service area. However, if MWD were to implement the WSAP, it would limit the amount of water member agencies could purchase without facing a surcharge. In this present emergency, the MWD has noted that the WSAP suffers from two limitations as follows:

- The WSAP is initiated at the end of the winter precipitation season and remains in place for a full fiscal year from July 1 through June 30. Surcharges are then assessed at the end of the fiscal year. The current state of emergency requires a more agile approach that could begin as early as March of 2022, depending on supply availability and policies adopted by DWR.
- The WSAP presumes that water conserved through an allocation would become equitably available to the region as a whole. While this presumption was true for each prior application of the WSAP, the severe supply constraint on the SWP presents itself today more like an unplanned outage of an SWP facility than a supply condition affecting the collective as a whole.

Background

Based on the diverse needs of MWD's member agencies and on the potential constraints on a portion of their service area, on November 9, 2021, the MWD Board adopted a resolution recognizing the statewide drought emergency and declaring specified emergency conditions within the MWD service area. The resolution calls upon member agencies to take all reasonable measures to reduce their dependency on SWP supplies for the duration of the emergency and to implement any appropriate drought actions from their Water Shortage Contingency Plans (WSCPs) that helps preserve regional storage and reduce the use of SWP supplies. Specifically, the resolution calls upon all member agencies to:

- Review the adequacy of their past drought response measures.
- Make all reasonably practicable changes in their operations to reduce their use of SWP supplies.
- Immediately implement such conservation requirements, water-use efficiency measures, and drought-related limitations as are appropriate to reduce the use of SWP supplies, including those SWP supplies already in storage.

The resolution also directs the General Manager to coordinate with the member agencies and bring to the Board for authorization, as appropriate, the following actions:

- Develop a unified regional message to communicate the status of this Regional Drought Emergency and the need for continued conservation to the general public, businesses, stakeholders, industries, and public officials.
- Expand regional conservation programs for the duration of this Regional Drought Emergency.
- Identify and implement measures to ensure all portions of the service area attain a high level of reliability against multi-year, severe droughts. Measures include, but are not limited to, system improvements, local water supply development, new water storage opportunities, and water efficiency gains.
- Seek state funding and other resources for the region to accelerate conservation and supply programs.

Since the WSAP may not provide the best framework for responding to the current drought emergency, MWD's resolution affirms that their Board may declare a Water Shortage Emergency Condition according to Section 350 et seq. of the California Water Code if drought conditions persist or worsen in the coming months.

Water Shortage Contingency Plan

As part of the required Urban Water Management Plans, all urban water suppliers and water wholesalers were required to develop a Water Shortage Contingency Plan (WSCs) to prepare for and address water shortage conditions.

The Inland Empire Utilities Agency is a wholesale water agency that treats and delivers recycled water and purchases imported water supplies from MWD. Two of the Agency's retail water agencies, [Fontana Water Company (FWC) and Cucamonga Valley Water District (CVWD)] purchase untreated water directly from the Agency and provide their own treatment. Five of the Agency's retail water agencies purchase treated water from the Water Facilities Authority (WFA). WFA purchases untreated imported water from the Agency, treats and delivers the water to the cities of Chino, Chino Hills, Ontario, Upland, and Monte Vista Water District. The Agency does not operate any facilities connecting its retail water agencies to MWD's system.

Background

MWD water supplies account for approximately 20 to 30% of the region’s annual water supplies. Each of the retail agencies has other water sources including groundwater and local surface water. Each retail agency has agency specific WSCPs that account for the reliability of each suppliers’ unique water portfolio. The Agency’s WSCP focuses on a regional representation of the reliability of imported water supplied by MWD with additional supply reliability from the Agency’s recycled water supplies and then outlines the actions that the Agency may take to support its retail agencies during water shortage conditions. The WSCP also applies to more generalized water shortage conditions that are not necessarily attributable to imported water shortages.

This WSCP is founded on several Agency source documents, including the 2020 Drought Contingency Plan (2020 DCP, included in WSCP Appendix A), the draft 2020 Water Use Efficiency Business Plan (WUEBP), the Annual Water Use Efficiency (WUE) Reports, and the 2010 and 2015 Urban Water Management Plans.

It is important to note that outcomes of the various planning processes are not a “cast in stone” series of actions that become mandated procedures, requiring stakeholder adherence. Instead, the plan acts as a resource and general guide for the Agency and its retail agencies. It is understood that each retail agency has its own distinct supply portfolio, operating principals, and customer characteristics. As such, there may be instances when a retail agency is not experiencing the same drought or water shortage impacts and will choose to take a modified course of action. As summarized in WSCP Section 5 and detailed in the DCP, a Drought Response Taskforce of staff from the Agency and its retail agencies may be convened in the event of a water shortage to identify the specific actions of the Agency and the retail agencies as appropriate to the particular shortage condition.

The Water Shortage Levels are defined based on the Agency service area shortage levels. These levels are used to help the Drought Response Taskforce identify the most appropriate regional responses for the anticipated shortages. The following table reflects the Agency’s WSCP shortage levels, as well as a cross reference to the Agency’s previous 2020 Drought Contingency Plan stages.

Table 1: The Agency’s Water Shortage Contingency Plan Water Shortage Levels

WSCP Level	Description	WSCP Shortage Level	Corresponding 2020 DCP Stage
-	Normal Conditions	-	Stage 0
Level 1	Watch Conditions	≤10%	Stage 1
Level 2	Warning Conditions	10 – 20%	Stage 2
Level 3	Emergency Conditions	20 – 30%	Stage 3
Level 4 Level 5	Critical Conditions	30 – 40% 40 – 50%	Stage 4
Level 6	Catastrophic Conditions	>50%	Stage 5

Background

It is important to note that while the water shortage level at the time of a drought is calculated and declared for the overall region, a local retail agency may have a water supply level that varies from the regional level due to the uniqueness of their water supply mix. When this occurs, the local agency may develop customer messaging that is specifically applicable to their retail service area.

In the event of an emergency, the Agency may declare a Water Shortage Emergency and assemble the Drought Response Taskforce who will help inform the decision with tasks that include reviewing regional shortage conditions, deciding regional actions, budget generation and an implementation timeline. Coordination efforts may include retail agencies, MWD, Board of Directors, and regional stakeholders.

Typically, the Agency implements various levels of conservation actions based on the degree of water shortage before a state emergency is declared. If an emergency declaration is made, the Agency will coordinate with both its retail agencies and MWD to comply with all governing regulations. An unexpected or sudden loss of water supplies may result in the expedited declaration of a water shortage emergency and associated activities.

Shortage Response Actions

With growing populations and the inevitability of future drought cycles, the Agency's service area has invested in local supply and demand management programs with the aim of building regional, long-term resiliency to drought and climate change that will aid the region to be able to withstand future water shortages.

By leveraging funding and programs, the Agency and its retail agencies have partnered to help reduce per capita water use by re-shaping customers' attitudes about water use efficiency and their personal role in achieving water shortage resiliency. Through education, messaging, and investments in water use efficiency programs, the Agency has been assisting customers to make significant equipment and lifestyle changes at their homes and businesses. The more our region is able to be self-sufficient with its water supplies, the less impactful any imported water supply shortages will be.

Several response actions for achieving extraordinary conservation are available and can be deployed relatively quickly, including increased customer messaging content and frequency, expanded outreach channels, enhanced water-use efficiency incentives and programs, and as necessary, water usage restrictions and pricing mechanisms as detailed below.

During water shortage conditions, the Agency makes itself available to assist retail agencies in implementing certain actions to alert the region to the need for extraordinary conservation by the measures identified below, most of which are existing programs.

- **Messaging:** Creative and attention-grabbing content are needed to secure customers' attention and motivate them to take action. Public Service Announcements (PSAs) are an effective tool for messaging the civic responsibility for undertaking extraordinary conservation efforts during water shortage conditions.
- **Expanded Outreach:** Customer attitudes and expectations continue to evolve over time. In our customer-centric world, water agencies are competing for attention. Grabbing attention requires a modern approach to outreach, including social media and potentially influencer marketing. As the need for reduced demands continues and intensifies, cities and counties and other large water users

Background

will be encouraged to reduce irrigation of public lands and other highly visible reductions in water use may be required to intensify the call for reductions in per capita water use.

- **Programs:** Water efficiency programs provide customers with the means and guidance to lower their properties' water usage. Customer-friendly programs, higher incentives, direct installation options, and strong support services drive stronger response rates. The greater the services and incentives, the greater the customer response.
- **Restrictions:** Watering restrictions further reduce water-use while reinforcing the message of community importance of "doing your part", are highly effective in securing immediate water savings, and are a powerful tool for agencies. However, they set an authoritarian tone, which may result in negative public perceptions if the rationale is not well defined.

The Drought Taskforce was recently convened in October 2021 and focused on the current drought conditions and outlook. The taskforce will focus and coordinate the activities related to shortage response actions between the Agency and the retail agencies, as well as updates from MWD. Different drought levels require varying strategies. In general, drought actions will expand as drought levels escalate. As increased drought levels are declared, agencies may increase customer support and provide a higher level of program incentives and services.

As drought levels are declared, each retail agency will implement voluntary and mandatory restrictions as dictated by their respective Water Waste Ordinance. It is important to note the following:

1. Each ordinance is unique to a specific water provider and the ordinances differ slightly from one another.
2. Ordinance levels are locally declared and therefore, may not align with other agencies or a regionally declared level.

Although enforcement is difficult to maintain, each agency is responsible for locally enforcing each ordinance. In order to accomplish this, agencies must add field staffing, coordinate with administration of the water waste ordinance, and manage the increased level of customer phone calls.

Moving forward, the taskforce will work to balance the effectiveness of regional messaging with the differing needs of individual retail agencies. There are no pre-determined mandates regarding service offerings, restrictions, communications, or budgets. The Taskforce will collaborate on policies, while fully supporting flexibility for each agency.

The group will review the proposed actions set forth in the existing plan and make modifications, as necessary. The plan was intended to be flexible and changeable. Modifications to the plan might include a change in incentive levels or program delivery mechanisms. There may also be a new water-saving technology that may be available to customers. The taskforce may be able to secure additional grant funds, as well. Once the action plan is finalized, the taskforce will implement the programs, penalties, and communications plan, as agreed upon.

Below is a summary of the current actions the Agency has undertaken or considering in the near future.

Background

2021 Drought Actions (as of November 2021)

Key activities performed or planned to be performed.

Activity	Outcome	Date
Extraordinary Conservation: Increased annual WUE program spending by 20%.	Additional water savings	FY 2020-21
Retail Agency Drought Briefings: Provided drought briefings at monthly meetings with THE AGENCY's Retail Agency General Managers, quarterly briefings of Retail Agency CFOs, and presented to retail agency governing bodies.	Improved regional awareness of drought conditions	Starting April 2021
Launched regional drought messaging campaign: Regional Drought messaging campaign developed by Inland Empire Clean Water Partnership. #KeepItUpIE.	Meeting with retail agency PIOs	July 2021
Critical Needs Assessment: Coordinated with retail agencies and MWD to prepare Health & Safety and Critical Needs forecast.	Prepared forecast and submitted to MWD for their coordination with DWR.	September 2021
Board Action: Adopted Resolution No. 2021-9-7, in Support of Metropolitan's Declaration of a Condition 2 – Water Supply Alert.	Encouraged increased conservation messaging and actions	September 2021
Drought Response Task Force: Kickoff meeting informally initiated the Agency's Water Shortage Contingency Plan coordination.	Coordinate drought response(s) with retail agencies	October 2021
Drought Communications Plan Level 2: Initiated #StepItUpIE.	Initiated 2nd step of THE AGENCY's drought communications plan	October 2021
Support opportunities for local supply development: applied for \$500,000 in support of regional WUE programs and assisted retail agencies with applying for State grant funding for well head treatment and potentially other local supply augmentation projects.	USBR WEEG application. The anticipated timeline for contacting award recipients and unsuccessful applicants is spring 2022.	November 2021
Board Action: Activate Level 2 of WSCP. Call upon the retail agencies receiving water from the Agency to implement appropriate measures to achieve a 15 percent reduction in demands from 2020.	If drought conditions persist, the Agency may consider declaring a water shortage emergency condition and impose appropriate restrictions pursuant to California Water section 350 et. seq.	December 2021
Drought Assessment: Work with MWD to understand the nature of the evolving drought situation.	Collaborate on best responses to evolving drought status	Ongoing

Background

Additional Drought Spending on WUE: working on budget for FY 2021-22.

Proposing to increase WUE by another ~20% within the parameters of the Agency's existing budget.

December 2021

Preparing for Increased Water Use Efficiency Program Activity

As discussed previously, the Agency is increasing drought messaging in line with current drought conditions. Additionally, MWD is increasing its drought messaging and the promotion of point of purchase marketing materials at various stores such as Lowes and Home Depot.

While it is impossible to predict how the public within the Agency's service territory will respond to this increased marketing, it is important to be prepared for increased interest in water use efficiency programs offered by MWD (to which the Agency may contribute supplemental funding) and the Agency.

Since the last drought, the Agency has maintained and carried forward a reserve of \$787k in funding for projects specifically during periods of drought. This funding is available to support any surge in program activity levels throughout the drought emergency. Additional funding of about \$1.1 million has also been carried forward from under-spent previous annual budgets. Also, the Agency anticipates receipt of \$712k in Prop. 1 grant funding for water efficient landscaping in CY 2022. Altogether, the Agency has sufficient funds budgeted to meet anticipated program costs during this and next fiscal years.

One immediate need, however, is to reduce backlogs in two popular landscaping programs listed below for which the contractor, Conserv Construction, Inc., is restricted from increasing activity levels due to contract constraints. The programs are as follows:

- Small Controller Upgrade:** The current contract has sufficient funds to meet program demands through the end of this fiscal year, at an estimated sign-up rate of 34 customers per month. The program is in higher demand than expected, with 77 customer slots remaining under the current program allocation. The Agency's retail agencies are cautious in their approach to program marketing due to increased wait times for receiving program services now and beyond the current fiscal year. Staff anticipates demands on the program of an additional 31 customers per month, for a total of 65 customers per month for the duration of the drought. A request for proposal was originally issued on June 24, 2019 with Conserv Construction, Inc. for a not-to-exceed amount of \$200,000. On January 15, 2020, the Board approved a contract amendment of \$400,000 for a not-to-exceed amount of \$600,000. On January 20, 2021 the Board authorized an additional \$462,000, for a not-to-exceed amount of \$1,062,000. An additional amendment to this contract of \$210,000 in FY 2021-22 and \$500,000 in FY 2022-23 is anticipated to be needed, which represents a total increase of \$710,000 above the current contract value for a new not-to-exceed amount of \$1,772,000.
- Landscape Tune-up:** The current contract has sufficient funds to meet program demands, at an estimated sign-up rate of 55 customers per month. The program is in higher demand than expected, with 102 customer slots remaining under the current program allocation. The Agency's retail agencies are cautious in their approach to program marketing due to increased wait times for receiving program services now and beyond the current fiscal year. Staff anticipates demands on the program of an additional 59 customers per month, for a total of 114 customers per month for the duration of the drought. An amendment to this contract of \$210,000 in FY 2021-22 and

Background

\$300,000 in FY 2022-23 is anticipated to be needed to meet demands. This amendment will represent a total increase of \$510,000 above the current contract value of \$1,000,000 for a new not-to-exceed amount of \$1,510,000. The original contract was approved by the Board on February 20, 2020, awarding \$200,000 and was amended on September 16, 2020 adding options for \$800,000 through FY 2022/23 for a not-to-exceed amount of \$1,000,000.

Staff recommends that the Board authorize the General Manager to enter into or extend/amend agreements to promote water-use efficiency within the parameters of the Agency's existing budget for the duration of the drought emergency to help reduce demands. The immediate need is to extend/amend the two agreements identified above. Additionally, given the changing nature of MWD's water-use efficiency programs and the evolving needs of the retail agencies' priorities for drought-related programs, there may be a need to enter into new agreements. This action does not alter the budget nor funding sources for the Agency's water-use efficiency programs.

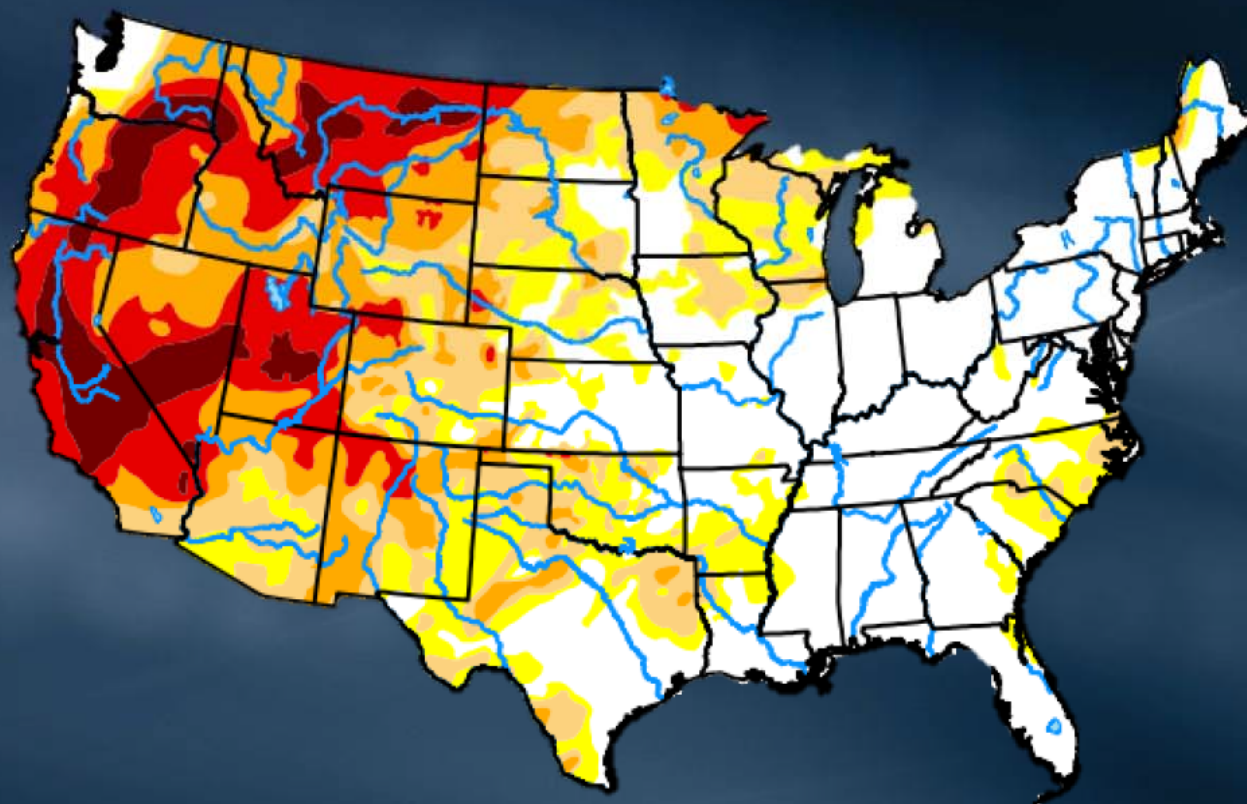


ERIOUS DROUGHT
HELP SAVE WATER







Adoption of Resolution No. 2021-12-5: Recognizing the State and Regional Drought Emergency and Activating the Agency's Water Shortage Contingency Plan at Level 2

December 8, 2021

The Western U.S. Remains Stuck in Drought



Intensity:

-  None
-  D0 Abnormally Dry
-  D1 Moderate Drought
-  D2 Severe Drought
-  D3 Extreme Drought
-  D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Richard Heim
NCEI/NOAA



November 2, 2021

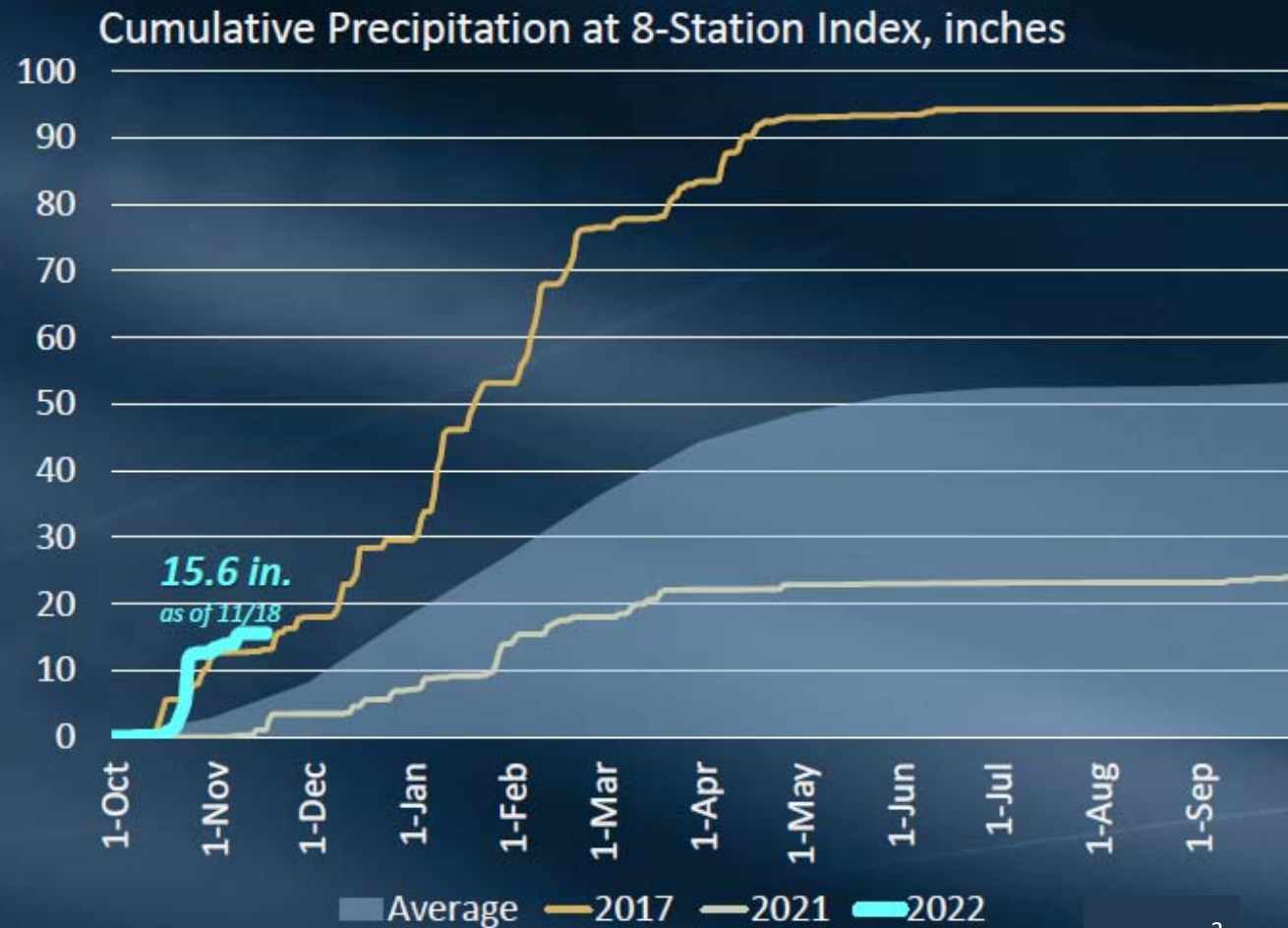
(Released Thursday, Nov. 4, 2021)

Valid 8 a.m. EDT

droughtmonitor.unl.edu

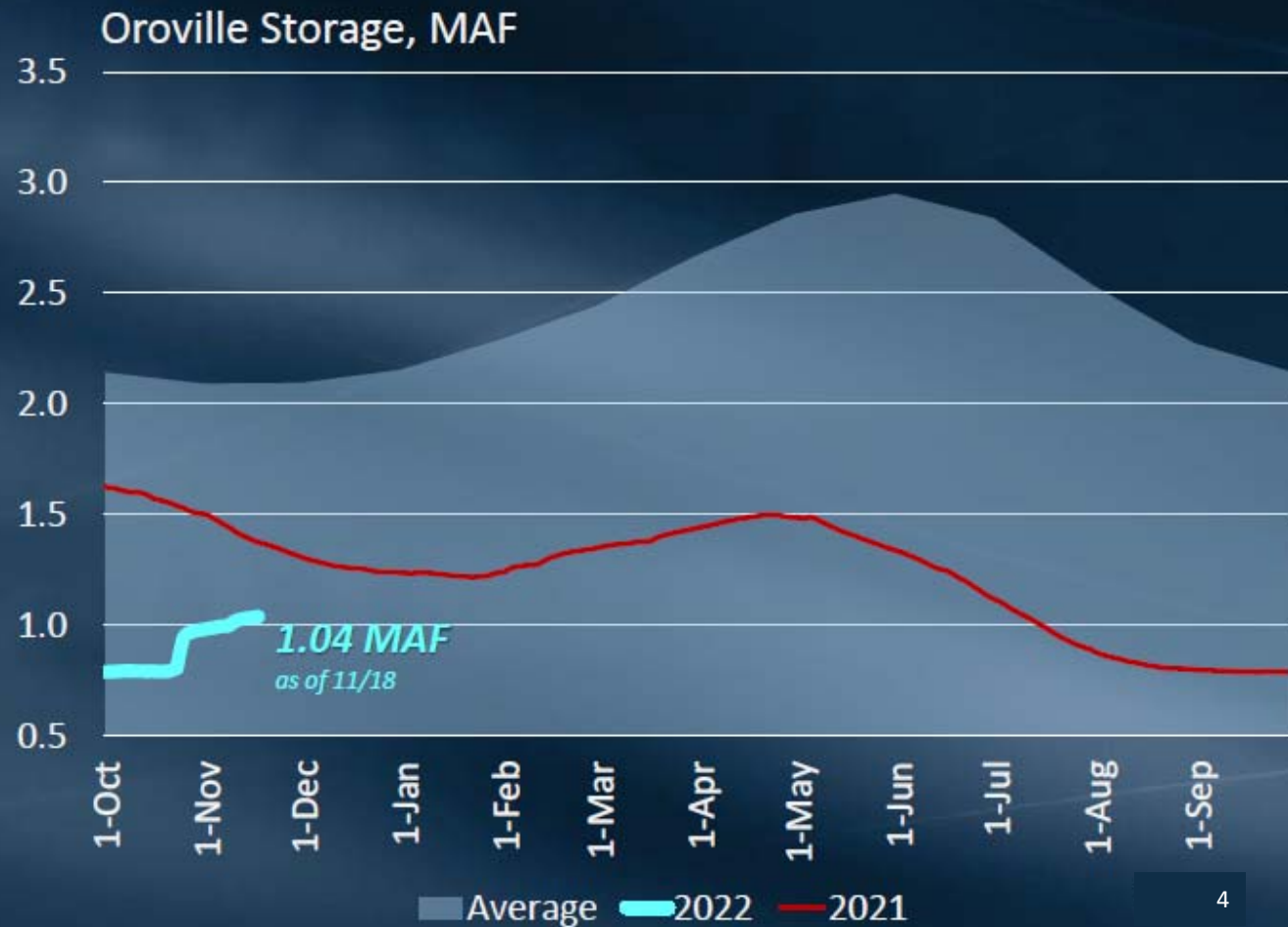
Excellent start to water year for precipitation

- 2nd wettest October since 1920
- Tracking wetter than wettest year

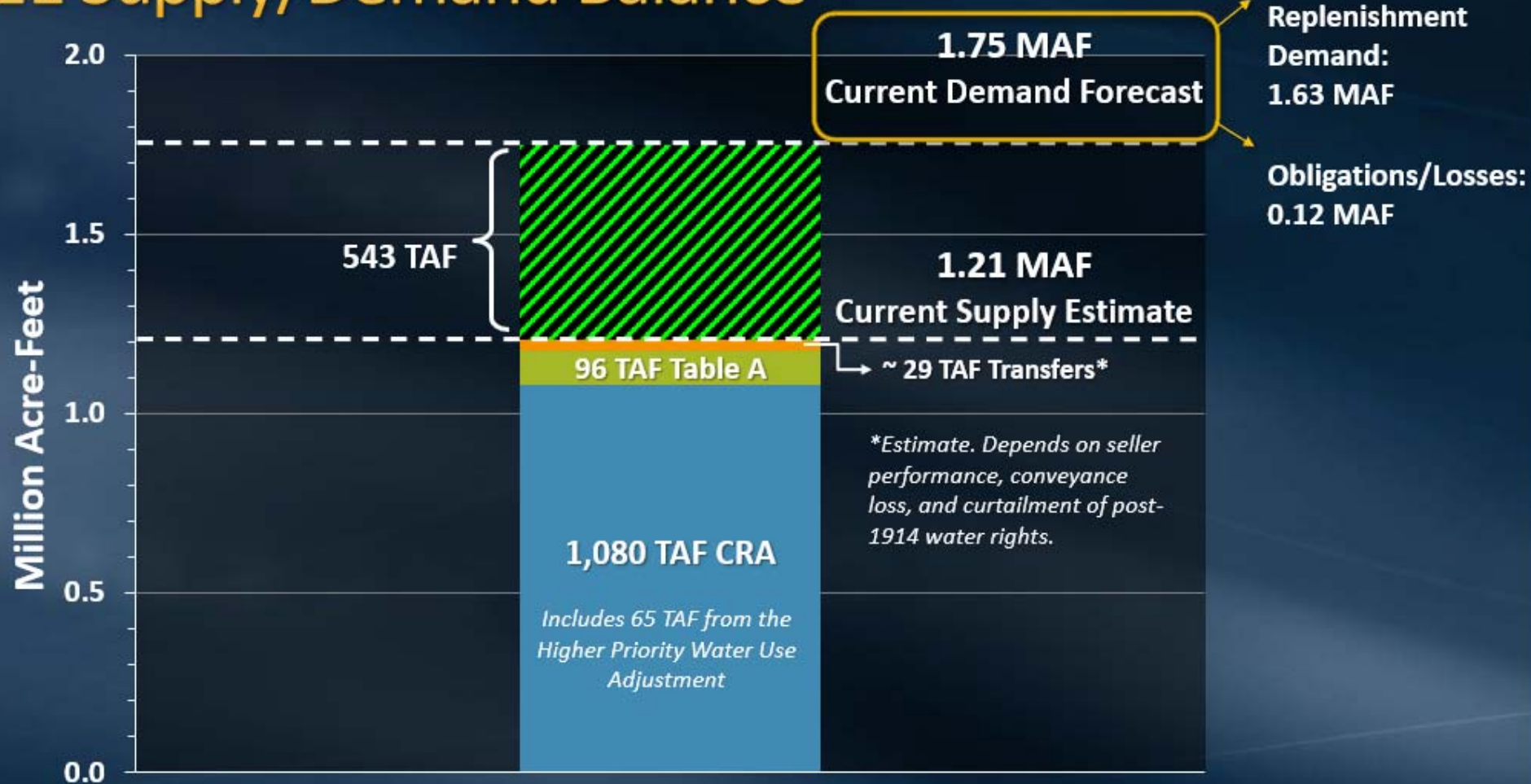


Initial 2022 storage conditions remain very low

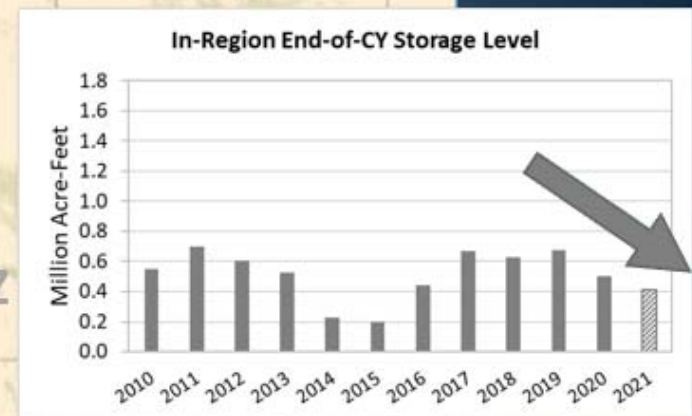
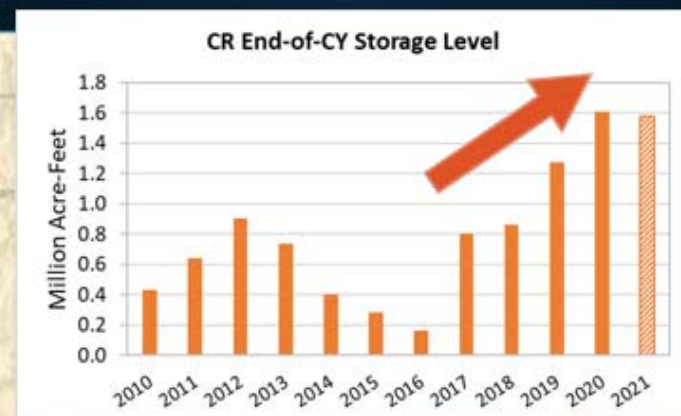
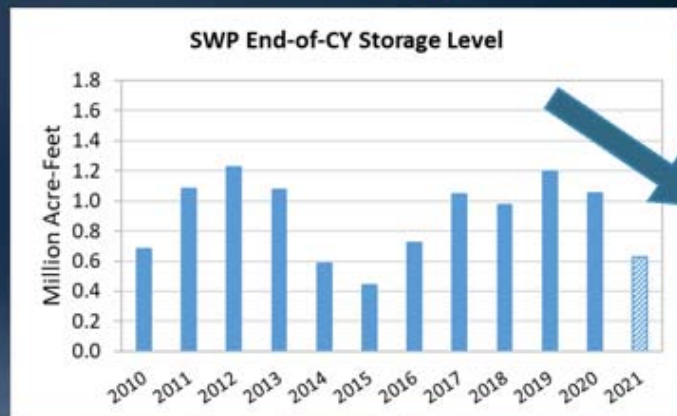
- Oroville storage increased nearly 250 TAF since late October
- **Drop in the bucket**
- Need several storms to rebuild storage



2021 Supply/Demand Balance



SWP Storage Drafted Since 2019



* Estimate for 2021. Does not include emergency storage.

Plausible Near-Term Planning Scenario for Metropolitan's SWP Dependent Area



*Normal: average precipitation with demands adjusted for antecedent dry conditions

A potential for the drought to continue spurs more action

Oct 2021

Governor Newsom declares State of Emergency for all California counties

"Bomb cyclone" provides good start to new water year



Nov 2021

Board considers drought-related actions:

Drought emergency declaration for service area

Expanded conservation programs

Resolution to seek grant funds

Dec 2021

Board considers drought-related actions:

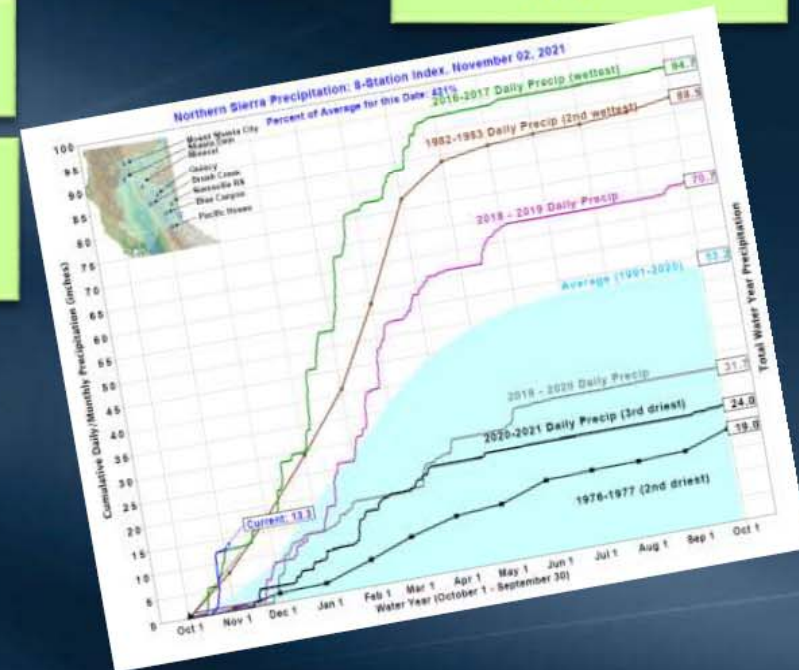
Initiating design for reliability improvements

Agreements with San Bernardino Valley MWD and DWR

Jan 2022

Feb 2022

Wide range of potential actions, depending on water supply conditions.



Governor Newsom Expands Drought Emergency to Include All of California

- Urges Californians to step up their water conservation efforts
- Enables Water Board to ban wasteful water practices like using potable water for:
 - Washing sidewalks
 - Irrigating turf during and within 48 hours after rainfall
 - Filling or topping-off fountains, lakes, or ponds
- Directs local water suppliers to execute their water shortage contingency plans at a level appropriate to local conditions that take into account the possibility of a third consecutive dry year

MWD Drought Emergency Declaration

- Acknowledge State drought emergency throughout California
- Call on region to reduce use of State Water Project supplies
 - Preserve limited SWP supply now as rainy season develops
 - Defer to local agencies the amount/types of mandatory actions
 - Work within actions identified in Water Shortage Contingency Plans
- Recognize the varied needs of the region
- Provide the General Manager additional authorities
- Prepare for more action if drought persists

2021 IEUA Drought Actions

- ✓ **Extraordinary Conservation:** Increased annual WUE program funding
- ✓ **Drought Briefings:** Regular updates with Retail Agency GMs, CFOs, and governing bodies
- ✓ **Launched regional drought messaging campaign:** Inland Empire Clean Water Partnership with communication toolkit for retail agencies **#KeepItUpIE** and **#StepItUpIE**
- ✓ **Critical Needs Assessment:** Coordinated Health & Safety forecast w/retail agencies and MWD
- ✓ **Board Action:** Adopted Resolution No. 2021-9-7, in Support of MWD's Declaration of a Condition 2 – Water Supply Alert
- ✓ **Drought Response Task Force:** Convened the task force to review imported water supply conditions and coordinate with retail and regional agencies
- ✓ **Support local supply development:** Applied for \$500,000 for regional WUE programs and assisting retail agencies with funding opportunities for local supply enhancements

Summary of Resolution No. 2021-12-5

1. Call upon the retail agencies receiving water from the Agency to implement appropriate measures to achieve a **15 percent reduction in demands** to extend SWP storage reserves;
2. Activate the Agency's Water Shortage Contingency Plan at **Level 2 (Water Shortage Warning)** and direct staff to take appropriate actions, with a focus on reducing the use of SWP supplies;
3. Authorize the General Manager to enter into/extend agreements to **promote water-use efficiency** within the parameters of the Agency's existing budget for the duration of the drought emergency;
4. Work with Metropolitan and retail water agencies to **identify and implement measures to ensure the Agency's service area attains a high level of reliability** against multi-year, severe droughts and resulting reductions in the availability of SWP; and
5. Should drought conditions persist or worsen in the coming months, the **Agency may consider declaring a water shortage emergency condition** and imposing appropriate regulations, restrictions and penalties pursuant to California Water section 350 et. seq. to implement mandatory actions to further preserve water supplies necessary to meet health and safety water demands.

Staff Recommendation



1. Adopt Resolution No. 2021-12-5, recognizing the state and regional drought emergency and activating the Agency's Water Shortage Contingency Plan at Level 2

*IEUA is committed to providing a **reliable and cost-effective water supply and promoting sustainable water use** throughout the region.*

Questions?

RESOLUTION NO. 2021-12-5

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE INLAND EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY, CALIFORNIA, RECOGNIZING THE STATE AND REGIONAL DROUGHT EMERGENCY AND ACTIVATING THE AGENCY'S WATER SHORTAGE CONTINGENCY PLAN AT LEVEL 2: WATER SHORTAGE WARNING

WHEREAS, the Inland Empire Utilities Agency* (Agency) is a member agency of the Metropolitan Water District of Southern California (Metropolitan); and

WHEREAS, Metropolitan's two main sources of imported water, the Colorado River and Northern California via the State Water Project (SWP), both face continuing and heightened drought conditions; and

WHEREAS, warm temperatures and extremely dry soils have reduced the expected annual runoff water from the Upper Colorado River Basin snowpack and northern Sierra snowpack into reservoirs; and

WHEREAS, Metropolitan's State Water Project Supplies have been and are being curtailed, with an anticipated initial 2022 Table A allocation of zero percent, and current projections indicate that the final allocation will likely only reach 25 percent under a normal-weather scenario; and

WHEREAS, reducing demands in SWP dependent areas by 15 percent affords Metropolitan the level of conservation necessary to manage reserves through a low initial SWP allocation and allows for the 2022 water year hydrology to fully develop prior to the implementation of mandatory conservation; and

WHEREAS, due to water quality constraints, the Agency is only able to deliver SWP imported water from Metropolitan to its retail water agencies; and

WHEREAS, the Agency's retail water agencies use the Agency's supply of SWP imported water to meet up to 30 percent of their total normal year demands, with the balance of the retail water agencies' demands being met by local groundwater and surface water, water recycling, and water use efficiency; and

WHEREAS, since January 2021, Metropolitan has implemented numerous drought actions to adjust its distribution system operations to minimize SWP use and draw more heavily on the Colorado River and stored supplies; and

WHEREAS, on April 21, 2021, Governor Gavin Newsom proclaimed a State of Drought Emergency for the two counties within the Russian River watershed; and

WHEREAS, on May 10, 2021, a second proclamation expanded the drought emergency to an additional 39 counties; and

WHEREAS, on July 8, 2021, Governor Gavin Newsom issued Executive Order N-10-21, which called for all Californians to voluntarily reduce their water use by 15 percent compared to 2020 levels and the Governor extended the Proclamation of a State of Emergency and added nine additional counties; and

WHEREAS, on September 15, 2021, the Agency adopted Resolution No. 2021-9-7, in Support of Metropolitan's Declaration of a Condition 2 – Water Supply Alert; and

WHEREAS, on October 19, 2021, Governor Gavin Newsom, by Proclamation, expanded the drought emergency statewide to include all 58 counties due to worsening drought conditions, including the County of San Bernardino, and urged Californians to redouble their water conservation efforts to achieve a 15 percent reduction in water use; and

WHEREAS, the Governor's Proclamation also called on local and regional water agencies to implement their Water Shortage Contingency Plans (WSCP) to achieve needed conservation and at a level appropriate for local conditions taking into account the possibility of a third consecutive dry year; and

WHEREAS, on November 9, 2021, Metropolitan declared that specified drought emergency conditions exist within its service area and called on all member agencies to immediately implement conservation to reduce the use of SWP supplies; and

WHEREAS, the Agency and its retail water agencies, in partnership with the Chino Basin Desalter Authority, Chino Basin Water Conservation District, Chino Basin Watermaster, Santa Ana Watershed Project Authority, Water Facilities Authority, and Metropolitan, have achieved significant and enduring water supply resiliency and decreased reliance on imported water through local water supply development and increased water use efficiency; and

WHEREAS, the Agency and its retail water agencies have increased public messaging to create a heightened awareness of the region's near-term water supply challenges due to severe limitations on SWP supplies and the need for extraordinary conservation efforts; and

WHEREAS, in 2021 the Agency and the retail water agencies within the Agency's service area adopted Urban Water Management Plans and Water Shortage Contingency Plans to prudently plan for dry conditions and shortages within their respective service areas; and

WHEREAS, the Agency recognizes the diversity of its retail water agencies' water resource mix and their independent authority to implement appropriate levels of their water shortage contingency plans consistent with overall goal of achieving a 15% demand reduction from year 2020 through voluntary and / or mandatory measures; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Inland Empire Utilities Agency* as follows:

1. Call upon the retail agencies receiving water from the Agency to implement appropriate measures to achieve a 15 percent reduction in demands from 2020 to extend SWP storage reserves in order to provide the best possible chance to avoid future mandatory emergency measures to manage health and safety demands in its service area.

2. Activate the Agency's Water Shortage Contingency Plan at Level 2 (Water Shortage Warning) and direct staff to take appropriate actions as outlined the adopted Plan, with a focus on reducing the use of SWP supplies; and

3. Authorize the General Manager to enter into or extend agreements to promote water-use efficiency within the parameters of the Agency's existing budget for the duration of the drought emergency.

4. Work with Metropolitan and retail water agencies to identify and implement measures to ensure the Agency's service area attains a high level of reliability against multi-year, severe droughts and resulting reductions in the availability of SWP supplies through system improvements, local water supply development, new water storage opportunities, and water efficiency gains, and to seek state funding and other resources for the Agency's service area to accelerate the development of local water supplies.

5. Should drought conditions persist or worsen in the coming months, the Agency may consider declaring a water shortage emergency condition and imposing appropriate regulations, restrictions and penalties pursuant to California Water section 350 et. seq. to implement mandatory actions to further preserve water supplies necessary to meet health and safety water demands.

ADOPTED this 8th day of December 2021.

Jasmin A. Hall

President of the Inland Empire Utilities
Agency* and of the Board of Directors thereof

Page 4

ATTEST:

Steven J. Elie
Secretary/ Treasurer of the Inland Empire
Utilities Agency* and of the Board of
Directors thereof

*a Municipal Water District

STATE OF CALIFORNIA)
)SS
COUNTY OF SAN BERNARDINO)

I, Steven J. Elie, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO
HEREBY CERTIFY that the foregoing Resolution No. 2021-12-5, was adopted at a regular Board
meeting on December 8, 2021, of said Agency* by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Steven J. Elie, Secretary/Treasurer of the
Inland Empire Utilities Agency* and of the
Board of Directors thereof

(SEAL)

* A Municipal Water District

**ACTION
ITEM**

2D

Date: December 8, 2021

To: The Honorable Board of Directors

From: Jean Cihigoyenette, General Counsel

Committee:

ADD

Executive Contact: Shivaji Deshmukh, General Manager

Subject: Election of Board Officers

Executive Summary:

In accordance with Water Code Section 71273, Election of Officers, Resolution No. 2019-11-8, and the Agency's Administrative Handbook:

- (a) The Board of Directors shall select officers as described in Resolution No. 2019-11-8. Such officers shall be selected by a majority vote of the members of the Board of Directors present.
- (b) The offices are President, Vice President and Secretary/Treasurer.
- (c) The nominees must be members of the Board of Directors.

The current officers are as follows: President-Jasmin A. Hall, Vice President-Michael Camacho, and Secretary/Treasurer-Steven J. Elie.

Staff's Recommendation:

Elect, by majority vote, a President, Vice President, and Secretary/Treasurer of the Inland Empire Utilities Agency Board of Directors for a one-year term beginning January 1, 2022.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

Prior Board Action:

On December 16, 2020, the Board elected Director Hall as President, Director Camacho as Vice President, and Director Elie as Secretary/Treasurer.

Environmental Determination:

Not Applicable

Business Goal:

The election of officers is in line with the Agency's commitment to applying ethical, fiscally responsible, transparent and environmentally sustainable principles to all aspects of business and organizational conduct.

Attachments:

**ACTION
ITEM**

2E

Date: December 8, 2021

To: The Honorable Board of Directors

ADD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Shivaji Deshmukh, General Manager

Subject: Appointment of a Director to the Metropolitan Water District of Southern California

Executive Summary:

Inland Empire Utilities Agency has one representative (Director) that serves on the Metropolitan Water District of Southern California Board of Directors. Appointment to the MWD Board requires a majority vote of the Board. The current MWD Director is Director Michael Camacho.

Staff's Recommendation:

Review and consider the appointment of a Director to serve on the Metropolitan Water District of Southern California Board.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

Prior Board Action:

On December 16, 2020, the Board appointed Director Michael Camacho as the IEUA Representative for the Metropolitan Water District of Southern California Board of Directors.

Environmental Determination:

Not Applicable

Business Goal:

The appointment of a Director to the Metropolitan Water District of Southern California Board of Directors is in line with the Agency's commitment to applying ethical, fiscally responsible, transparent and environmentally sustainable principles to all aspects of business and organizational conduct.

Attachments:

**ACTION
ITEM**

2F

Date: December 8, 2021

To: The Honorable Board of Directors

From: Jean Cihigoyenette, General Counsel

Committee:

ADD

Executive Contact: Shivaji Deshmukh, General Manager

Subject: Adoption of Resolution No. 2021-12-4, Appointing Agency Representative and Alternate Representative to the SAWPA Commission

Executive Summary:

The Santa Ana Watershed Project Authority (SAWPA) JPA requires the appointment of member agencies commissioners be done by resolution of the member agency's governing body. Resolution No. 2021-12-4, formalizes the requirements of the SAWPA Joint Powers Agreement. This appointment is determined by the Board President with the concurring vote of a majority of the Board. The current SAWPA Commissioner is Director Jasmin A. Hall and the Alternate Commissioner is Director Marco Tule.

Staff's Recommendation:

Adopt, by majority vote, Resolution No. 2021-12-4, appointing the Agency representative and alternate representative to the Santa Ana Watershed Project Authority (SAWPA) Commission.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

Prior Board Action:

On December 16, 2020, the Board adopted Resolution No. 2020-12-3, appointing Director Jasmin A. Hall to serve as the Agency's representative on the Commission for the Santa Ana Watershed Project Authority, and Director Marco Tule as alternate representative to the SAWPA Commission.

Environmental Determination:

Not Applicable

Business Goal:

The adoption of a Resolution, appointing a Director on the Commission for the Santa Ana Watershed Project Authority is in line with the Agency's commitment to applying ethical, fiscally responsible, transparent and environmentally sustainable principles to all aspects of business and organizational conduct.

Attachments:

Attachment 1 - Resolution No. 2021-12-4

RESOLUTION 2021-12-4

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
INLAND EMPIRE UTILITIES AGENCY*, SAN BERNARDINO
COUNTY CALIFORNIA, APPOINTING COMMISSIONERS
TO THE SANTA ANA WATERSHED PROJECT AUTHORITY
COMMISSION**

WHEREAS, the Inland Empire Utilities Agency is a member agency of the Santa Ana Watershed Project Authority; and

WHEREAS, the Joint Powers Agreement creating the Santa Ana Watershed Project Authority, as amended, requires that each member agency designate three members of its governing body, or two members of its governing body and its General Manager, to act as its Commissioners of the Commission for the Santa Ana Watershed Project Authority.

NOW, THEREFORE, that the Board of Directors of the Inland Empire Utilities Agency a Municipal Water District does hereby RESOLVED, DETERMINE, AND ORDER as follows:

Section 1. That Director _____ be designated and appointed to act as the Agency's Commissioner on the Commission for the Santa Ana Watershed Project Authority, with Director _____ as Alternate Commissioner to the SAWPA Commission.

Section 2. Upon the adoption of Resolution No. 2021-12-4, Resolution No. 2020-12-3 is repealed in its entirety.

Section 3. That the Board Secretary/Office Manager is hereby authorized and directed to transmit a certified copy of this resolution to the Santa Ana Watershed Project Authority.

ADOPTED this 8th day of December, 2021

Jasmin A. Hall
Vice President of the Inland Empire Utilities
Agency* and of the Board of Directors thereof

ATTEST:

Steven J. Elie
Secretary/Treasurer of the Inland Empire
Utilities Agency* and the Board of Directors
thereof

STATE OF CALIFORNIA)
)
COUNTY OF SAN BERNARDINO)

I, Steven J. Elie, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO
HEREBY CERTIFY that the foregoing Resolution being No. 2021-12-4, was adopted at
a regular meeting on December 8, 2021, of said Agency by the following vote:

AYES:

NOES:

ABSENT:

Steven J. Elie
Secretary /Treasurer of the Inland Empire
Utilities Agency* and the Board of Directors
thereof

(SEAL)

* A Municipal Water District

**ACTION
ITEM**

2G

Date: December 8, 2021

To: The Honorable Board of Directors

SD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Shivaji Deshmukh, General Manager

Subject: Appointment of a Representative and Alternate Representative for SAWPA Project Agreement 23 and Project Agreement 24

Executive Summary:

Pursuant to the Santa Ana Watershed Project Authority's (SAWPA) Joint Powers Agreement, a Project Agreement member agency governing board is required to appoint a member of their governing Board of Directors or the General Manager as a representative and/or alternate to the Project Agreement (PA) Committees.

The Board will be asked to appoint a representative and alternate representative for PA 23 and PA 24. The appointment of an alternate representative for PA 23 and PA 24 by the member agency governing board will ensure that there will be a representative in the event that the representative cannot attend a Project Agreement Committee meeting. The current representative is Director Jasmin A. Hall, with General Manager Shivaji Deshmukh as the alternate representative.

Staff's Recommendation:

Appoint a representative and alternate representative for the SAWPA PA 23, and for the SAWPA PA 24.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

Prior Board Action:

On December 16, 2020, the Board appointed Director Jasmin A. Hall as the representative and General Manager Shivaji Deshmukh as alternative representative to SAWPA PA 23 and PA 24.

Environmental Determination:

Not Applicable

Business Goal:

Attachments:

**INFORMATION
ITEM**

3B

Date: December 8, 2021

To: The Honorable Board of Directors

ADD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Kathy Besser, Executive Manager of Ext. & Government Affairs/AGM

Subject: 2022 Legislative Policy Principles

Executive Summary:

Each year, the IEUA Board of Directors adopts federal and state legislative priorities for the upcoming year. The attached Legislative Policy Principles are consistent with the current mission and business goals of the Agency, and are tailored to fit relevant issues that may be addressed during the 2022 legislative sessions.

As legislation can at times be fast moving, the adoption of the Legislative Policy Principles allows staff to be more efficient and effective when taking positions on legislation. The Legislative Policy Principles provide staff with the necessary guidelines in order to make recommendations if actions need to be taken quickly, as well as making position recommendations to the Community and Legislative Affairs Committee and the Board.

Staff's Recommendation:

This is an informational item for the Board of Directors to receive and file.

Budget Impact *Budgeted (Y/N): Y Amendment (Y/N): Y Amount for Requested Approval:*

Account/Project Name:

Not Applicable

Fiscal Impact (explain if not budgeted):

Not Applicable

Prior Board Action:

December 16, 2020 - the Board adopted the 2021 Legislative Policy Principles

Environmental Determination:

Not Applicable

Business Goal:

Approving legislative policy principles is in line with IEUA's Business Goal of advocating for development of policies, legislation and regulations that benefit the region.

Attachments:

Attachment 1 - 2022 IEUA Legislative Policy Principles

2022 IEUA Legislative Policy Principles

Water Resources and Systems Resiliency

1. Support administrative/legislative and/or regulatory activities that preserve IEUA and the region's ability to pursue water supply options and oppose constraints on supply development.
2. Support administrative and legislative actions promoting the resiliency and improved operability of IEUA's and regional systems.
3. Support administrative and legislative action to identify and promote the use of salt-less water softening technology. Oppose any efforts to endorse salt-based technologies.
4. Support administrative and legislative actions that protect, respond and plan for drought conditions while maintaining the necessary environmental protections.
5. Support administrative and legislative actions on water-use efficiency that create and/or improve regulations and mandates recognizing the variations among the different communities, regions and counties with respect to their capability of withstanding the impacts of drought.
6. Support administrative/legislative actions to advance Conservation as a California Way of Life in a manner that maintains flexibility and local control.
7. Support administrative and legislative actions that promote and/or improve source water quality from various constituents including salinity, PFAS, microplastics, perchlorates, nitrates and volatile organic compounds.
8. Support alternative efforts to a sustainable approach to ensure every Californian has access to safe, clean and reliable water and oppose efforts to impose a public goods charge or other burdensome taxes and fees.
9. Support member agency and regional legislative positions that align with IEUA's current policy principles.
10. Support administrative/legislative actions that facilitate the adoption of practical uniform water recycling criteria for direct potable reuse through raw water augmentation.
11. Support legislation that provides outreach and education directives for safeguarding our resources and assets.

Organics Recycling/Compost Use

1. Support legislation that promotes the use of compost for multiple uses such as erosion control to protect water resources, water-use efficiency, fire ravaged land remediation and healthy soils.
2. Support administrative and legislative approaches for connecting carbon sequestration with healthy soils and the use of compost.

Regulations/Compliance

1. Support regulations that restrict the use of uncomposted and contaminated organics in commercial compost products.
2. Support administrative and legislative actions for environmental compliance (e.g., air, water, hazardous materials and waste) that provide for regulatory compliance flexibility, promote consistency and reduce regulatory redundancy.
3. Support the development of Public Health Goals (PHGs), Response Levels (RLs), Notification Levels (NLs) or Maximum Contaminant Levels (MCLs) that are established in a process affording

robust opportunities for scientific review and public comment and that consider feasibility, laboratory capacity, analytical methods and implementation costs.

4. Support administrative/legislative actions to improve clarity and workability of the California Environmental Quality Act (CEQA) and eliminate other duplicative, burdensome or cumbersome state processes.
5. Actively monitor and participate where appropriate in the development of water-use efficiency regulations.

Water Quality

1. Support legislative and administrative approaches promoting “polluter pays” principles, extending responsibility for contamination to chemical manufacturers and promoting consumer product responsibility. Parties responsible for introducing contaminants into drinking water sources are held liable for cleanup rather than drinking and wastewater facilities that subsequently store, transport or treat the water.
2. Support legislation and administrative actions to achieve tax-exempt status for water treatment chemicals and ensure access to water treatment chemicals.

Energy

1. Promote water-energy nexus administrative/legislative and/or regulatory activities that preserve IEUA’s and the region’s ability to pursue supply options and oppose constraints on supply development.
2. Support administrative and legislative actions that remove barriers and encourage energy sector investments in water-use efficiency and energy management programs.
3. Support legislation and other programs that would increase the value of the Renewable Energy Credits (RECs) generated and sold by wastewater treatment agencies that utilize their renewable energy on-site in California.
4. Support legislation and other programs that would facilitate self-generation projects interconnection to the electric grid by reducing interconnection costs, metering requirements, project review processes and timelines.
5. Support administrative and legislative actions that encourage renewable energy through organics management, including landfill diversion.
6. Support legislation, regulations and administrative policies that ensure that power costs reflect the cost of energy procurement, infrastructure, and maintenance.

Financial

1. Support maintaining tax-exempt status for municipal debt.
2. Support measures to reduce the cost of financing water infrastructure projects.
3. Support efforts to reauthorize and/or increase the federal funding limit, an extension of the Title XVI/WIIN grant program, the federal EPA/State Revolving Loan program, the Water Infrastructure Finance and Innovation Act (WIFIA) and other funding mechanisms.
4. Support funding and incentive programs that promote water-use efficiency, including EPA’s *WaterSense* program, education programs and tax exemption incentives.
5. Support funding programs that promote energy efficiency, increase renewable generation, strengthen local grids and energy reliance.

6. Support federal funding for drought relief and adaptive water management opportunities in California.
7. Advocate for funding that ensures a fair and equitable financing process for the public and includes provisions to ensure diversity in the process and equity for financially distressed and underrepresented populations.
8. Support efforts to reinstate public agency advanced bond refunding.
9. Support funding opportunities for local water supply development and water quality improvement projects benefitting IEUA and its member agencies.
10. Support legislation establishing an approach that proactively validates that an agency's rate-setting process conforms with all legal requirements, thereby minimizing uncertainty.
11. Support legislation and administrative actions to secure funding for public water systems and laboratories to defray costs associated with COVID-19.
12. Support legislation and administrative actions that would provide funding or reimbursement for enhanced physical security and cybersecurity for water and power infrastructure.

Administrative/Other

1. Support legislative actions that are aligned with the Agency's goals and objectives and support member agency and regional legislative positions.
2. Support legislation that encourages collective bargaining.
3. Support legislation that increases local control and limits additional financial burdens related to labor relations and collective bargaining that can be appropriately negotiated at the bargaining table.
4. Support measures that encourage decision-making at the local level.
5. Support local government efforts to establish workforce engagement, succession planning and mentoring programs.
6. Support legislation that streamlines the Workers' Compensation system and makes it easier for employers, employees and health care providers to navigate.
7. Support reform measures that provide sustainable and secure public pensions and other post-retirement benefits to ensure responsive and affordable public services.
8. Support administrative, legislative and regulatory efforts that align with the Agency's commitment to applying the highest standards of fiscal responsibility, integrity, ethical and transparent business practices and principles.

**INFORMATION
ITEM**

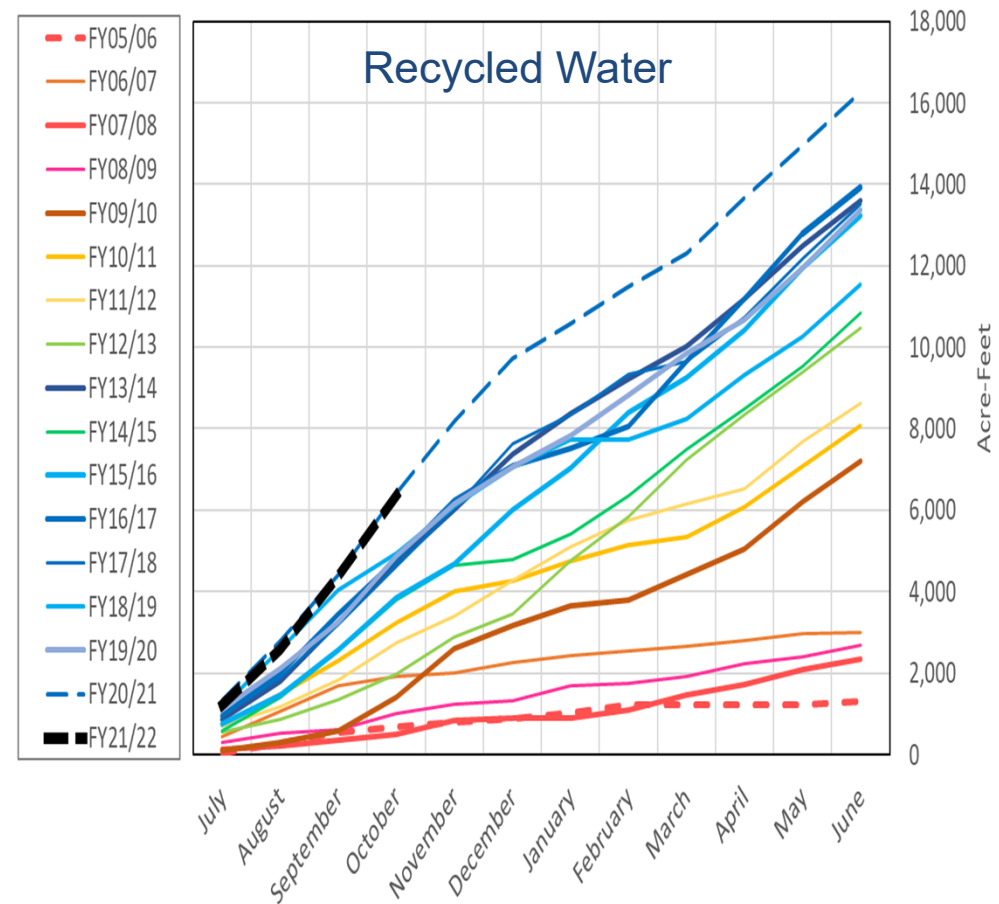
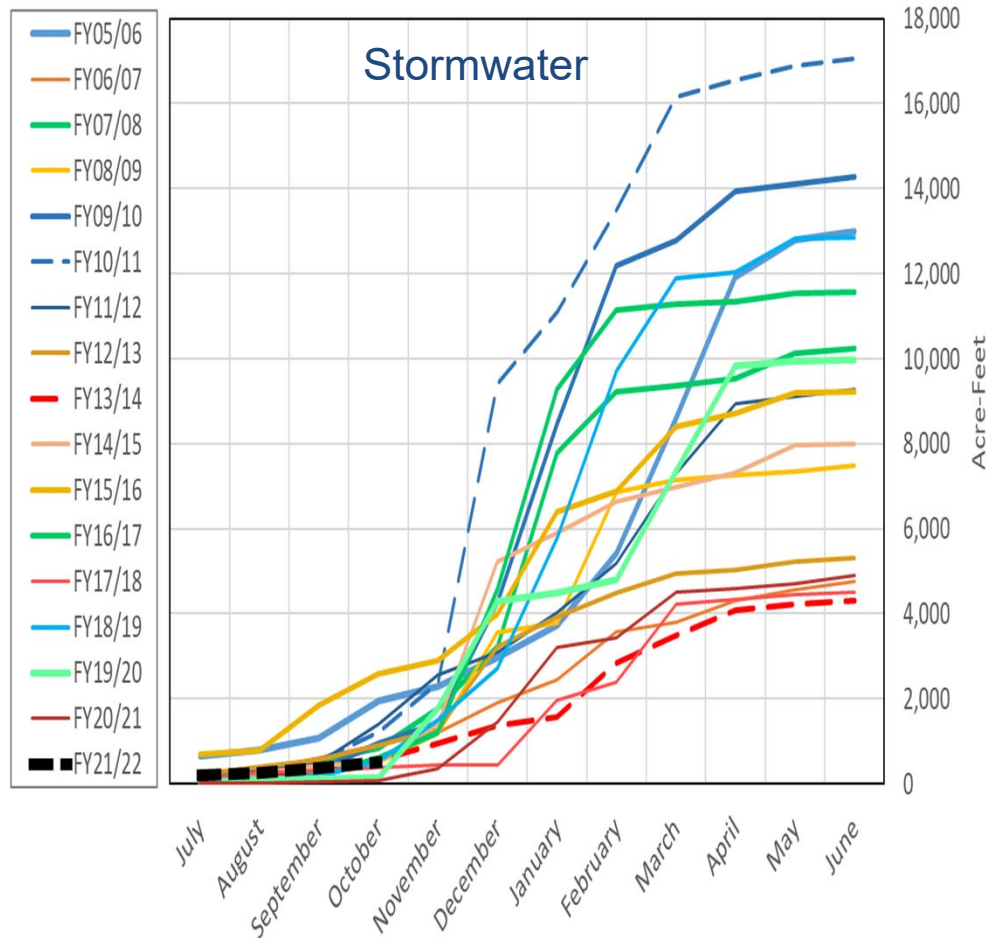
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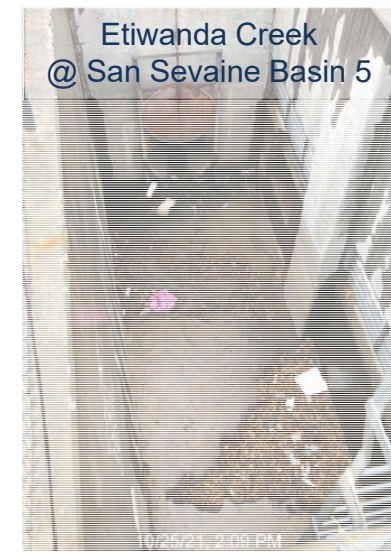
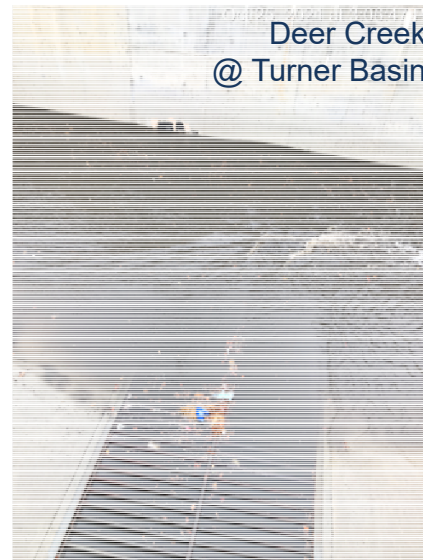
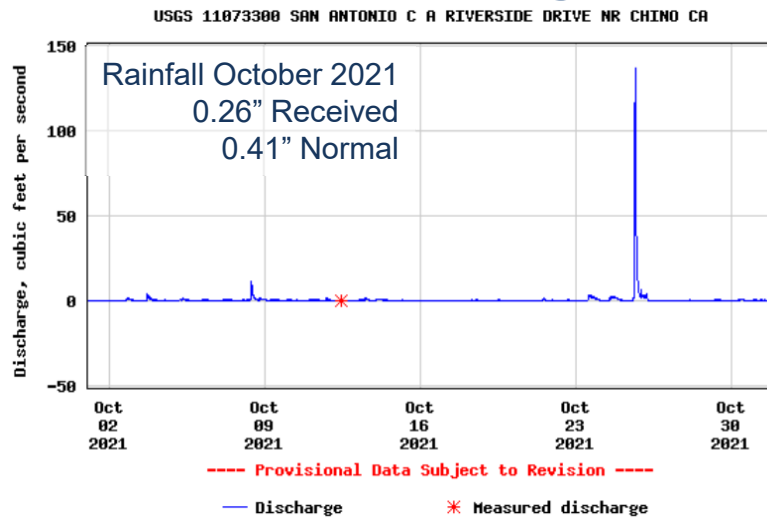
Recycled Water Groundwater Recharge Update

Andy Campbell, PG, CHG
GWR Coordinator/Hydrogeologist
December 2021

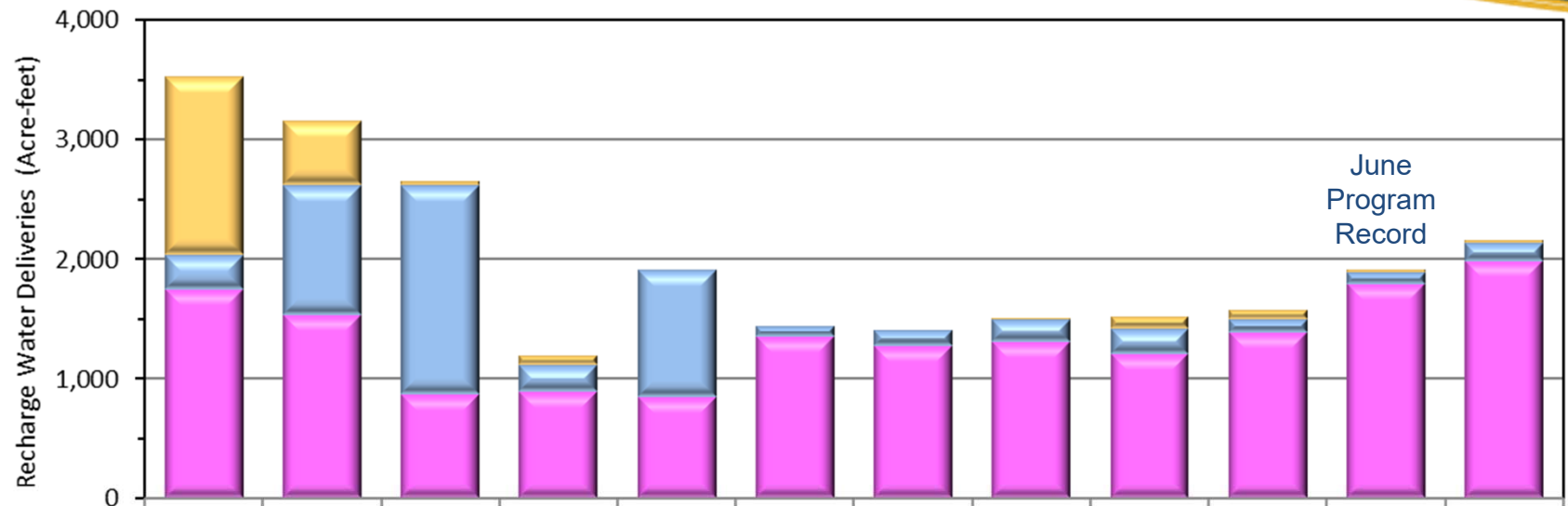
Accumulated Monthly Recharge By Source



October Rainfall – Light Rain-First Flush

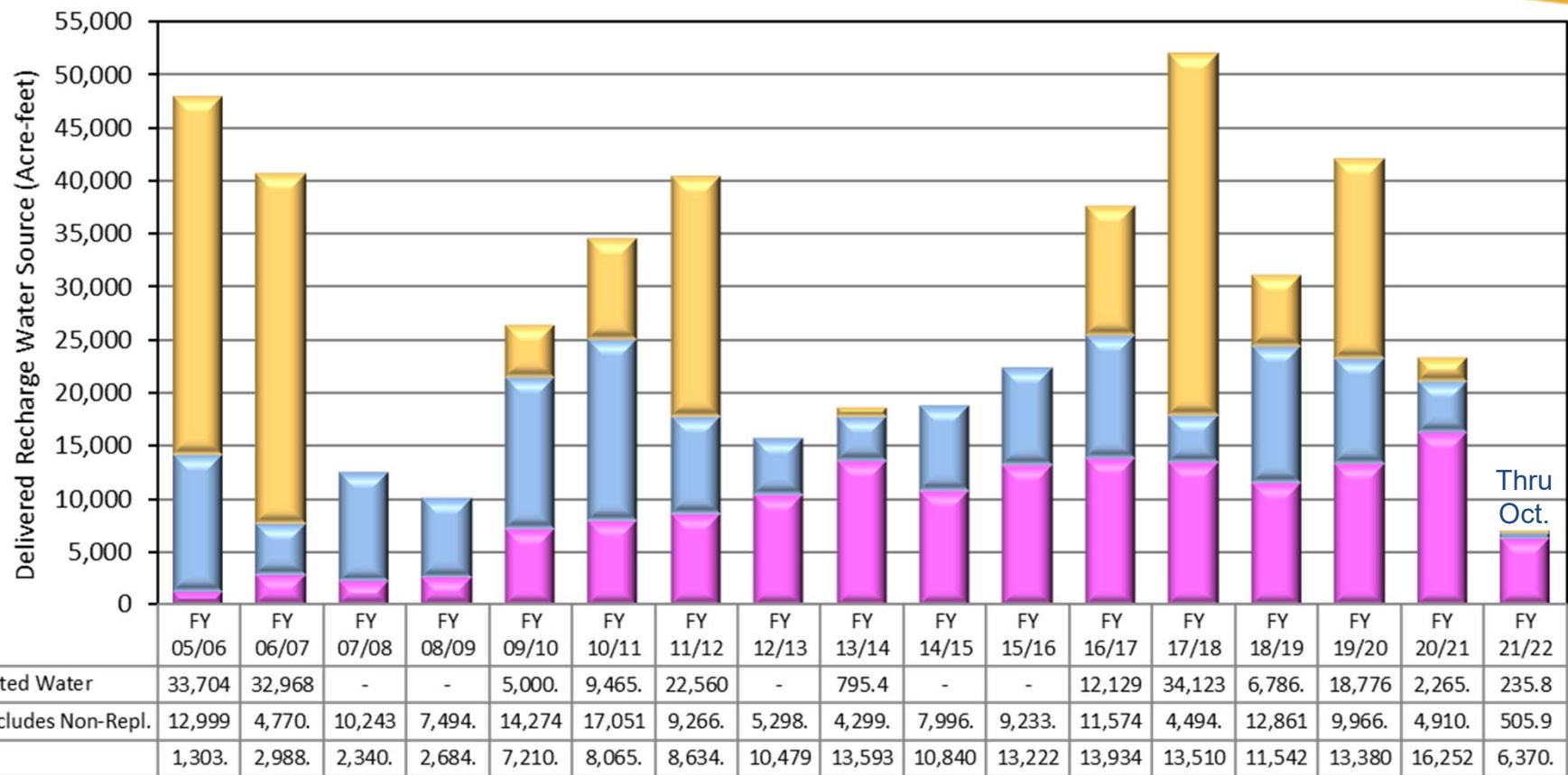


Groundwater Recharge Deliveries Past 12 Months



	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021
MWD and other Imported Water	1,498	542	25	76	0	0	0	2	108	69	33	26
Stormwater and LR (excluded Non-Replenishment)	290	1,090	1,758	227	1,063	93	134	185	209	118	96	162
Recycled Water	1,749	1,528	868	891	849	1,350	1,274	1,311	1,209	1,387	1,791	1,979

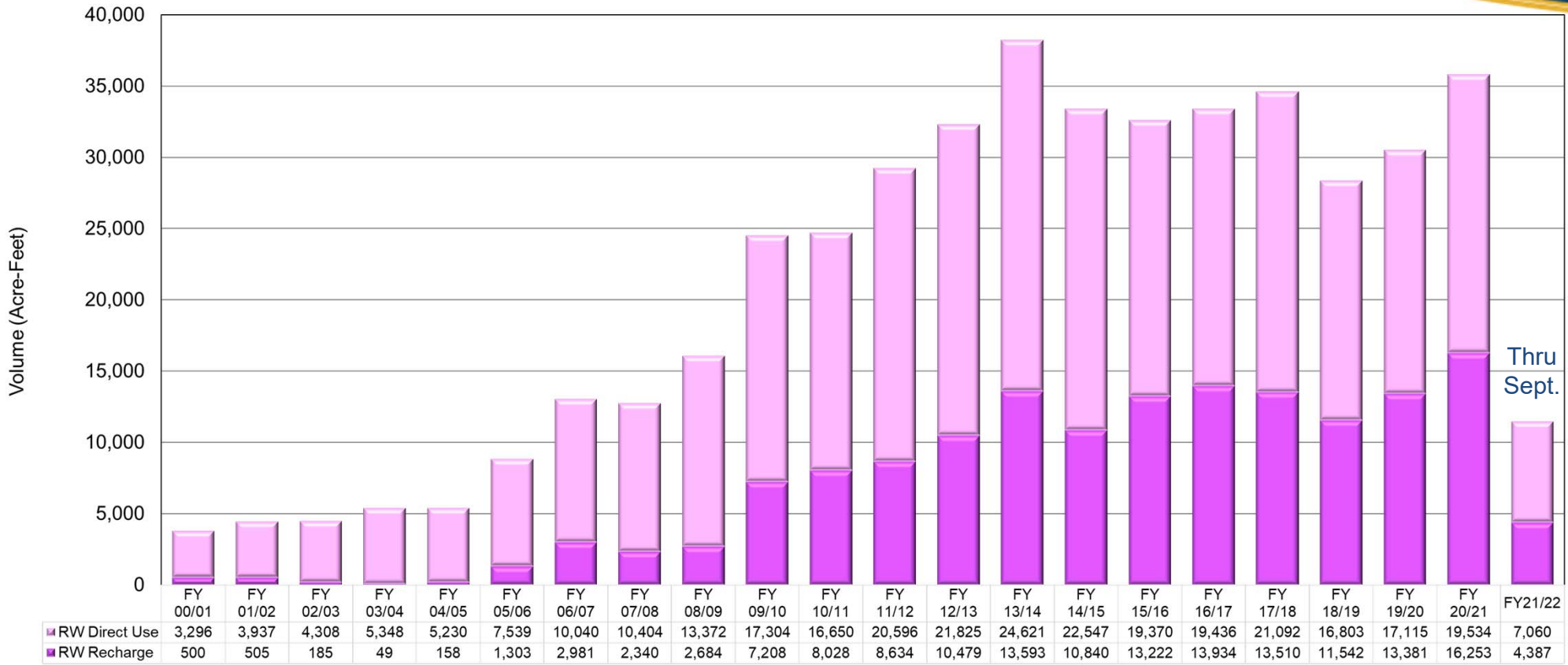
Groundwater Recharge Annual History



Upcoming Recharge Activities

- November, December - Watermaster Replenishment Obligation 2,077 AF
- November – Etiwanda Debris Basin Burrowing Owl Weephole Exclusion
- December – Etiwanda Debris Basin Infiltration Restoration
- January – RP3 and Lower Day RMPU Project Operation
- Spring Infiltration Restoration Sites – Lower Day
- Spring Basin Fill Removal – Magnolia Channel Basin

Recycled Water (RW) Demand History



**INFORMATION
ITEM**

3D

Date: December 8, 2021

To: The Honorable Board of Directors

SDD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Javier Chagoyen-Lazaro, Acting Exec Manager of Finance & Admin/AGM

Subject: Fiscal Year 2021/22 First Quarter Budget Variance, Performance Goal Updates, and Budget Transfers

Executive Summary:

The budget variance report presents the Agency's financial performance through the first quarter ended September 30, 2021 and various analyses are provided in the attachments.

The Agency's total revenues and other funding sources were \$56.9 million, or 63.2 percent of the fiscal year to date amended budget of \$90.0 million. The significant variance is primarily due to the timing of property tax receipts which commence in November of each fiscal year. Additionally, no grant and loan receipts were processed for the first quarter which are primarily reimbursable in nature, due to lower capital expenditures.

The Agency's total expenses and other uses of funds were \$70.6 million, or 59.0 percent of the fiscal year to date amended budget of \$119.4 million. Lower than budgeted administrative and operating expenses and timing of capital project execution account for the favorable variance.

The net change of the unaudited total revenues and other funding sources over the total expenses and other uses of funds for the quarter ended September 30, 2021 is an estimated decrease of \$13.7 million.

Staff's Recommendation:

The Fiscal Year (FY) 2021/22 first quarter budget variance, performance goal updates, and budget transfers is an informational item for the Board of Directors to receive and file.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

The net change of the total revenues and other funding sources over total expenses and other uses of funds is a decrease of \$13.7 million for the quarter ended September 30, 2021.

Prior Board Action:

On September 15, 2021 the Board of Directors received the Fiscal Year 2020/21 Fourth Quarter Budget Variance, Performance Goal Updates, and Budget Transfers

Environmental Determination:

Not Applicable

Business Goal:

The quarterly budget variance report is consistent with the Agency's business goal of fiscal responsibility to demonstrate the Agency has appropriately funded operational, maintenance, and capital costs.

Attachments:

Attachment 1 - Background

Exhibit A - Q1 Budget Variance Summary and Detail Report

Exhibit B - Business Goals Status Updates by Department

Exhibit C-1 - Summary of Annual Budget Transfers through the First Quarter

Exhibit C-2 - Summary of the GM Contingency Account Activity

Exhibit D - Project Budget Transfers for Capital and Non-Capital Projects

Attachment 2 - Power Point

Background

Subject: Fiscal Year 2021/22 First Quarter Budget Variance, Performance Goal Updates, and Budget Transfers

The FY 2021/22 First Quarter Budget Variance report continues to reflect the effects of the Agency's response to the Coronavirus (COVID-19) global pandemic. Facilities are fully operational and all non-essential support staff remain on a remote work status. Non-critical capital projects, maintenance, travel, and in person public events have been deferred.

The Budget Variance report presents the Agency's financial performance through the first quarter ended September 30, 2021 and includes the following highlights.

TOTAL REVENUES AND OTHER FUNDING SOURCES

Overall, the Agency's total revenue and other funding sources were \$56.9 million, or 63.2 percent of the fiscal year amended budget of \$90.0 million for the quarter ended September 30, 2021 (Exhibit A). The following section highlights key variances:

- ***MWD Water Sales*** – Total Metropolitan Water District of Southern California (MWD) sale of pass-through imported water were \$16.3 million or 137.3 percent of the fiscal year-to-date amended budget. Imported water deliveries were 16,774 AF compared to the annual budget of 60,000 AF. Additional Dry Year Yield Conjunctive Use totaled 8,200 AF.
- ***Connection Fees*** – Total connection fee receipts of \$8.3 million or 88.1 percent of the year to date amended budget. Receipts include \$6.0 million for new regional wastewater system connections and \$2.3 million for new water connections. The number of new wastewater connections reported for through September were 810 equivalent dwellings unit (EDU) compared to the annual budget of 4,000. The total number of new water connections were 1,326-meter equivalent dwelling units (MEU) compared to the budgeted 4,700.
- ***Property Taxes*** – General ad-valorem property tax receipts from the San Bernardino County Tax Assessor will begin in November 2021 as the collection of the first installment from property owners will be due to the county November 1st. Payment and "pass through" of incremental Redevelopment Agencies (RDA) taxes are due from the county in January and June. Property tax receipts are budgeted based on valuation projected by the county, increased home sales, and anticipated adjustments in property tax distribution due to the dissolution of the redevelopment agencies.
- ***Grants & Loans*** – No grant or loan receipts were received in the first quarter. Grants and loan receipts are primarily reimbursable in nature and as such are dependent upon related capital projects expenditures. Due to the COVID-19 pandemic, capital project activities remained well below their levels at the beginning of the fiscal year. Activities is expected to recover for the remainder of the fiscal year. Annual budgeted grants of \$15.5 million include \$9.5 million for Recharge Master Plan Update (RMPU) projects in the Recharge

Water fund, \$5.8 million for Plume Cleanup project in the Regional Wastewater Operations fund, \$0.2 million for various recycled water optimization, drought relief, and lateral projects in the Recycled water fund. State Revolving Fund (SRF) loan proceeds annual budget of \$8.0 million for Recharge Master Plan Update projects in the Recharge Water Fund.

- ***Project Reimbursements and Other Revenue*** – Total project reimbursements and other revenues were \$2.1 million, or 96.6 percent of the fiscal year to date amended budget. Actuals include reimbursements of \$0.9 million from the Inland Empire Regional Composting Authority (IERCA) and \$0.3 million from Chino Basin Desalter Authority (CDA) for the Agency's operation & maintenance of the IERCA Composter and CDA Desalter facilities respectively. Also included were \$0.3 million for operations & maintenance costs related to the groundwater recharge basins, net of the Agency's pro-rata share for the recycled water recharge costs. The other revenue of \$0.6 million from Chino Basin Waster Master (CBWM) for their share of the debt service and fixed project costs.

TOTAL EXPENSES AND USES OF FUND

The Agency's total first quarter expense and uses of funds were \$70.6 million, or 59.1 percent of the \$119.5 million fiscal year amended budget. Key expense variances include:

Administrative and Operating Expenses

- ***Employment*** – Employment expenses were \$13.5 million or 85.5 percent of the fiscal year to date budget. At the end of the first quarter, total filled regular positions were 265 and 10 limited term positions compared to the 312 budgeted (302 authorized and 10 limited term positions). Recruitment of key positions as part of the Agency's succession planning effort is expected to lower the vacancy factor going forward. Due to COVID-19, departments have been directed to fill only the most essential vacant positions. The budget and actual expenses include \$7.5 million payment toward the retirement unfunded liabilities.
- ***Office and Administration*** – Office and administrative expense for the first quarter was \$0.2 million or 31.0 percent of the fiscal year to date amended budget. The favorable variance was primarily due to the continued deferral of all travel, conferences, and in person public outreach events due to the COVID-19 pandemic. Other expense such as office supplies, printing, and copying were lower than budgeted due to the remote work environment for all non-essential support staff.
- ***Professional Fees & Services*** – Total expenses were \$1.5 million or 36.5 percent of the fiscal year to date amended budget. The positive variance is primarily due to the deferral of non-critical contract labor and materials. Some professional services are anticipated to ramp up in the ensuing quarters such as rehabilitation of clarifiers and aeration basins; repairs and calibration of critical compliance equipment and treatment process; and contractor and consultant support for project management and administrative services. Non-critical preventive maintenance has also been temporarily put on hold due to

scheduling changes to comply with social distancing necessary to protect the health and safety of employees.

- ***O&M (Non-capital) and Reimbursable Projects*** – O&M and reimbursable project costs were \$1.1 million or 20.0 percent of the fiscal year to date amended budget. The favorable budget is mainly due to deferral of non-critical projects, delays, and decreased spending on planning documents, various fund emergency projects, and conservation projects.
- ***Operating Fees*** – Spending in this category was \$1.7 million or 53.9 percent of the amended budget. A major part of this category are the “pass-through” fees from Los Angeles County Sanitation District (LACSD) and Santa Ana Watershed Project Authority (SAWPA) for the Agency’s non-reclaimable wastewater system (NRWS).
- ***MWD Water Purchases*** – Total Metropolitan Water District of Southern California (MWD) purchase of pass-through imported water were \$16.3 million or 137.3 percent of the fiscal year-to-date amended budget. Imported water deliveries were 16,774 AF compared to the annual budget of 60,000 AF. Additional Dry Year Yield Conjunctive Use totaled 8,200 AF.
- ***Utilities*** – Total utilities expenses were \$2.4 million or 73.9 percent of the year-to-date budget. This category includes the purchase of electricity from Southern California Edison (SCE), natural gas, and purchase of renewable energy generated on site from solar and wind. Through the first quarter, the average rate for imported electricity ranged between \$0.159/kWh - \$0.162/kWh compared to the budgeted rate of \$0.14/kWh. SCE's transition to SAP has caused delays in invoicing. It is expected that utilities will be about 25% for Q1 once all the utilities bills are accounted for.

Non-Operating Expenses

- ***Capital Projects*** – Total capital project expenditures year to date were \$29.5 million or 44.6 percent of the fiscal year to date amended budget. The favorable variance can be attributed to contractor delays, design recommendation reviews, and extended request for proposals and related contract award delays due to the COVID-19 pandemic. Capital project budgeted related to the Regional Wastewater program were \$218.6 million, or 85 percent of the \$258.8 million of the annual program budget
- ***Financial Expenses*** - Total financial expenses were \$1.5 million or 31.7 percent through the end of the first quarter. Actual costs include financial services, interest payments for various bonds. Principal payment and State Revolving Fund (SRF) loans are due and payable in the next quarters.

A detailed explanation of significant revenues and expenses are included in the attached Exhibit A.

FUND BALANCES AND RESERVES

The estimated net change of the total revenues and other funding sources over the total expenses and other uses of funds for the first quarter is a decrease of \$13.7 million.

Table 1 provides an overview of the fiscal year to date budget variance for revenues, expenses, and net change to overall fund balance.

Table 1: Fiscal Year and Year to Date (YTD) Revenues, Expenses, and Fund Balance (\$ Millions) Quarter Ended September 30, 2021

Operating	FY 2021/22 Amended Budget	First Quarter Actual	% Amended Budget Used
Operating Revenue	\$42.2	\$47.9	113.5%
Operating Expense	(\$48.4)	(\$39.2)	81.0%
Net Operating Increase/(Decrease)	(\$6.2)	\$8.7	

Non- Operating			
Non-Operating Revenue	\$47.8	\$9.0	18.8%
Non-Operating Expense	(\$71.0)	(\$31.4)	44.1%
Net Non-Operating Incr./(Decrease)	(\$23.2)	(\$22.4)	
Total Sources of Funds	\$90.0	\$56.9	63.2%
Total Uses of Funds	(\$119.4)	(\$70.6)	59.0%
Total Net Increase/(Decrease)	(\$29.4)	(\$13.7)	

+/- difference due to rounding

GOALS AND OBJECTIVES

Exhibit B provides information on division and related department goals and objectives and the status through the end of the first quarter. The key performance indicators (KPIs) are used to track the volume and complexity of work by type and to track the effort invested to accomplish that work. Staff use KPIs to track productivity and to justify current resource allocations, re-allocation, and requests for additional staff.

BUDGET TRANSFERS AND AMENDMENTS

Intra-fund O&M budget transfers of \$66,000 were recorded through the first quarter as detailed in Exhibit C-1.

General Manager (GM) Contingency Account of the \$250,000 adopted budget in the Administrative Services Fund. No GM Contingency Account funds were utilized in the first quarter as detailed in Exhibit C-2.

Inter-fund Capital and O&M project budget transfers accounted for \$400,200 as listed in Exhibit D.

The budget variance analysis report is consistent with the Agency's business goal of fiscal responsibility: to demonstrate the Agency appropriately funded operational, maintenance, and capital costs.

IMPACT ON BUDGET

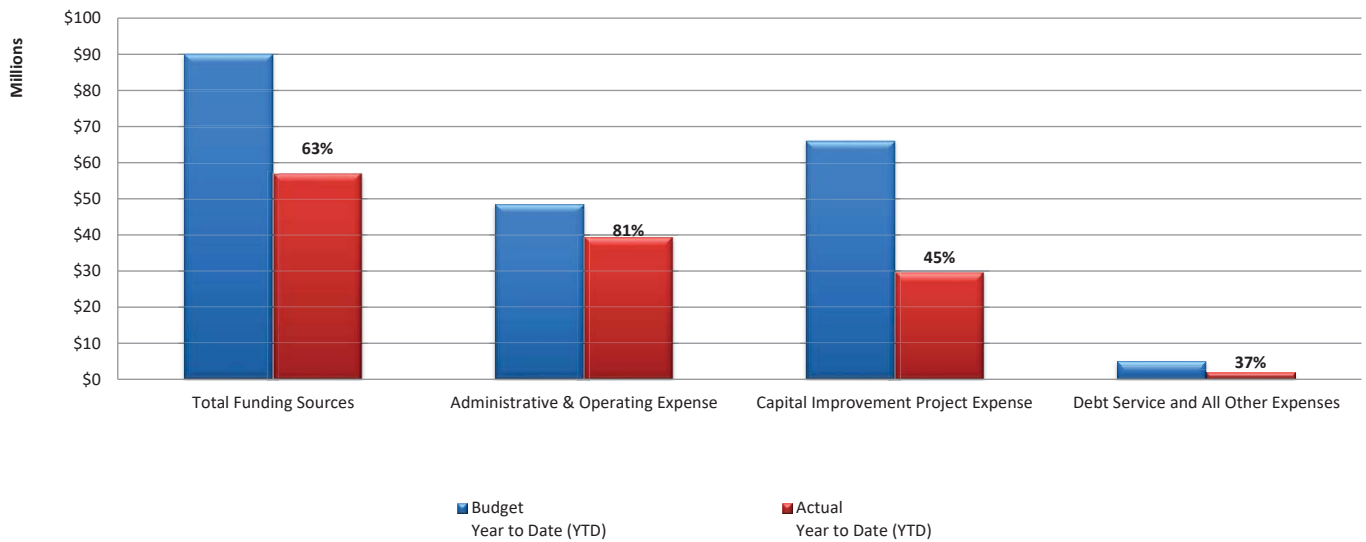
For quarter ended September 30, 2021, total expenses and other uses of funds exceeded total revenues and other funding sources by \$13.7 million.

I. Actual vs. Budget Summary:

Quarter Ended September 30, 2021

	Amended Budget	Budget Year to Date (YTD)	Actual Year to Date (YTD)	Budget YTD vs. Actual	% of Budget Used YTD
Operating Revenues	\$168,838,846	\$42,209,712	\$47,916,360	\$5,706,648	113.5%
Non-Operating (Other Sources of Fund)	191,352,887	47,838,222	8,970,256	(38,867,966)	18.8%
TOTAL FUNDING SOURCES	360,191,733	90,047,934	56,886,616	(33,161,318)	63.2%
Administrative & Operating Expense	(193,586,091)	(48,396,523)	(39,221,082)	9,175,441	81.0%
Capital Improvement Project Expense	(264,254,092)	(66,063,523)	(29,486,786)	36,576,737	44.6%
Debt Service and All Other Expenses	(19,943,835)	(4,985,958)	(1,852,324)	3,133,634	37.2%
TOTAL USES OF FUNDS	(477,784,018)	(119,446,004)	(70,560,192)	48,885,812	59.1%
Surplus/(Deficit)	(\$117,592,285)	(\$29,398,070)	(\$13,673,576)	\$15,724,494	

**Actual vs. Budget YTD
For the Quarter
Ended September 30, 2021**



2. Actual Revenue vs. Budget:

Quarter Ended September 30, 2021

	Amended Budget	Budget Year to Date (YTD)	Actual Year to Date (YTD)	Budget YTD vs. Actual	% of Budget Used YTD
Operating Revenues:					
User Charges	\$93,769,323	\$23,442,331	\$23,683,517	\$241,186	101.0%
Recycled Water Sales	17,290,000	4,322,500	6,215,660	\$1,893,160	143.8%
MWD Water Sales	47,412,000	11,853,000	16,247,381	\$4,394,381	137.1%
Cost Reimbursement	6,987,687	1,746,922	1,465,687	(\$281,235)	83.9%
Interest	3,379,836	844,959	304,115	(\$540,844)	36.0%
OPERATING REVENUES	168,838,846	42,209,712	47,916,360	5,706,648	113.5%
Non-Operating Revenues:					
Property Tax - Debt, Capital, Reserves	\$57,486,000	\$14,371,500	\$0	(\$14,371,500)	0.0%
Connection Fees	37,913,139	9,478,285	8,349,498	(\$1,128,787)	88.1%
Grants & Loans	94,306,051	23,576,513	0	(\$23,576,513)	0.0%
Other Revenue	1,647,697	411,923	620,758	\$208,835	150.7%
NON-OPERATING REVENUES	191,352,887	47,838,221	8,970,256	(38,867,965)	18.8%
Total Revenues	\$360,191,733	\$90,047,933	\$56,886,616	(\$33,161,317)	63.2%

User Charges, 101%	User charges were \$23.7 million, or 101.0 percent of the year to date budget. The category includes \$19.1 million monthly sewer charges based on equivalent dwelling units (EDU), \$2.5 million non-reclaimable wastewater fees paid by industrial and commercial users connected to the brine line system and sale of initial capacity charge and rights for disposal of non-reclaimable and industrial wastewater; and \$2.1 million of monthly meter equivalent unit charges (MEU) imposed on all potable water connections; and Readiness-to-Serve Ten Year Rolling Average (RTS TYRA) charges to meet our Readiness-to-Serve obligation to Metropolitan Water District (MWD).
Property Tax/AdValorem, 0%	General ad-valorem property tax receipts from the San Bernardino County Tax Assessor will begin in November 2021 as the collection of the first installment from property owners will be due to the county November 1st. Payment and "pass through" of incremental Redevelopment Agencies (RDA) taxes are due from the county in January and June. Property tax receipts are budgeted based on valuation projected by the county, increased home sales, and anticipated adjustments in property tax distribution due to the dissolution of the redevelopment agencies.
Recycled Water Sales, 143.8%	Recycled water direct sales were \$3.7 million for 7,060 acre feet (AF) and groundwater recharge sales were \$2.5 million for 4,387 acre feet (AF), for a combined total of \$6.2 million or 11,447 AF. Total deliveries of 32,000 AF (17,000 AF Direct and 15,000 AF Recharge) were budgeted for the fiscal year. Demand for direct use and groundwater recharge varies depending on weather patterns, water use conservation efforts, reuse supply, and basin availability.
Interest Income, 36%	Interest income was \$0.3 million or 36 percent of the year to date budget. The Agency earns interest income by investing funds not immediately required for daily operations. The Agency's average portfolio yield for September 2021 was 0.89%. The budgeted interest rate assumption for FY 2021/22 is 1.75% based on the Agency's overall fund balance which is higher than the agency's portfolio.
MWD Water Sales, 137.1%	Total Metropolitan Water District of Southern California (MWD) pass-through imported water revenue was \$16.3 million or 137.3 percent of the year to date budget. Imported water deliveries were 16,774 AF compared to the annual budgeted quantity of 60,000 AF. High demand through the first quarter can be attributed to increased usage due to warm summer weather.
Connection Fees, 88.1%	Total connection fee receipts of \$8.3 million or 88.1 percent of the year to date budget. Receipts include \$6.0 million for new regional wastewater system connections and \$2.3 million for new water connections. The number of new wastewater connections reported for through September were 810 equivalent dwellings unit (EDU) compared to the annual budget of 4,000. The total number of new water connections were 1,326 meter equivalent dwelling units (MEU) compared to the budgeted 4,700.
Grants and Loans, 0%	No grant or loan receipts were received in the first quarter. Grants and loan receipts are primarily reimbursable in nature and as such are dependent upon related capital projects expenditures. Due to the COVID-19 pandemic, capital project activities remained well below their levels at the beginning of the fiscal year. Activities is expected to recover for the remainder of the fiscal year. Annual budgeted grants of \$15.5 million include \$9.5 million for Recharge Master Plan Update (RMPU) projects in the Recharge Water fund, \$5.8 million for Plume Cleanup project in the Regional Wastewater Operations fund, \$0.2 million for various recycled water optimization, drought relief, and lateral projects in the Recycled water fund. State Revolving Fund (SRF) loan proceeds annual budget of \$8.0 million for Recharge Master Plan Update projects in the Recharge Water Fund.

Cost Reimbursements JPA, 83.9% Total cost reimbursements of \$1.5 million or 83.9 percent were received in the first quarter. Actuals include reimbursements of \$0.9 million from the Inland Empire Regional Composting Authority (IERCA) and \$0.3 million from Chino Basin Desalter Authority (CDA) for the Agency's operation & maintenance of the IERCA Composter and CDA Desalter facilities respectively. Also included is \$0.3 million for operations & maintenance costs related to the groundwater recharge basins, net of the Agency's pro-rata share for the recycled water recharge costs.

Other Revenues, 150.7% Total other revenues and project reimbursements were \$0.6 million, or 150.7 percent of the year to date budget. Actual receipts of \$0.6 million from Chino Basin Waster Master(CBWM) for their share of the 2020A bond debt service and fixed project costs.

3. Actual Operating and Capital Expense vs. Budget:

Quarter Ended September 30, 2021

	Amended Budget	Budget Year to Date (YTD)	Actual Year to Date (YTD)	Budget YTD vs. Actual	% of Budget Used YTD
Operating Expenses:					
Employment	\$63,225,828	\$15,806,457	\$13,511,518	\$2,294,939	85.5%
Admin & Operating	82,948,263	20,737,066	9,462,183	\$11,274,883	45.6%
MWD Water Purchases	47,412,000	11,853,000	16,247,381	(\$4,394,381)	137.1%
OPERATING EXPENSES	\$193,586,091	\$48,396,523	\$39,221,082	\$9,175,441	81.0%
Non-Operating Expenses:					
Capital	264,254,092	66,063,523	29,486,786	\$36,576,736	44.6%
Debt Service and All Other Expenses	19,943,835	4,985,958	1,852,323	\$3,133,635	37.2%
NON-OPERATING EXPENSES	\$284,197,927	\$71,049,481	\$31,339,109	\$39,710,371	44.1%
Total Expenses	\$477,784,018	\$119,446,004	\$70,560,191	\$48,885,812	59.1%

Employment Expenses net of allocation to projects **Employment, 85.5%**
Employment expenses were \$13.5 million or 85.5 percent of the year to date budget. At the end of the first quarter, total filled regular positions were 265 and 10 limited term positions compared to the 312 budgeted (302 authorized and 10 limited term positions). Recruitment of key positions as part of the Agency's succession planning effort is expected to lower the vacancy factor going forward. Due to COVID-19, departments have been directed to fill only the most essential vacant positions. The budget and actual expenses include \$7.5 million payment toward the retirement unfunded liabilities.

Administrative & Operating Expenses **Office and Administrative, 31%**
Total expenses through the first quarter were \$0.2 million or 31.0 percent. The favorable variance was due to COVID-19 and non-essential staff continuing to work remotely, and suspension of all travel and a shift to virtual online training and events.

Professional Fees & Services, 36.5%
Total expenses were \$1.5 million, or 36.5 percent at the end of first quarter. The positive variance is primarily due to the deferral of non-critical contract labor and materials. Some professional services are anticipated to ramp up in the ensuing quarters such as rehabilitation of clarifiers and aeration basins; repairs and calibration of critical compliance equipment and treatment process; and contractor and consultant support for project management and administrative services. Non-critical preventive maintenance has also been temporarily put on hold due to scheduling changes to comply with social distancing necessary to protect the health and safety of employees.

Materials & Supplies/Leases/Contribution, 60.1%
Expenses through the of the first quarter were \$0.6 million or 60.1 percent of year to date budget. The favorable variance was primarily due to staff's effort to monitor operational equipment usage to ensure maximum use from supplies, replacement parts, and consumables used by treatment plants. In addition due to COVID-19, operations-related repairs performed fewer preventive corrective and maintenance tasks therefore supplies were not utilized.

Biosolids Recycling, 47%
Biosolids expenses through the end of the first quarter were \$0.6 million or 47.0 percent of the year to date budget. The biosolids budget includes costs for hauling and disposal of biosolids and non-biological materials. Year to date tonnage of the Agency's biosolids generated from all its water recycling facilities shipped to IERCA was 10,385 tons with a hauling rate of \$58 per ton.

Chemicals, 67.3%
Chemical expenses were \$1.1 million, or 67.3 percent of the year to date budget. Chemicals are essential in meeting regulatory requirements, treatment process performance goals, and sustainment of high quality recycled water.

MWD Water Purchases, 137.1%

Total Metropolitan Water District of Southern California (MWD) pass-through imported water purchased was \$16.3 million or 137.1 percent of the year to date budget. Imported water deliveries were 16,773 AF compared to the annual budgeted quantity of 60,000 AF. High demand through the first quarter can be attributed to increased usage due to warm summer weather.

Operating Fees, 53.9%

Total expenses were \$1.7 million or 53.9 percent of the year to date budget. A major part of this category are the "pass-through" fees from Los Angeles County Sanitation District (LACSD) and Santa Ana Watershed Project Authority (SAWPA) for the Agency's non-reclaimable wastewater system (NRWS).

Utilities, 73.9%

Total utilities expenses were \$2.4 million or 73.9 percent of the year to date budget. This category includes the purchase of electricity from Southern California Edison (SCE), natural gas, and purchase of renewable energy generated on site from solar and wind. Through the first quarter, the average rate for imported electricity ranged between \$0.159/kWh - \$0.162/kWh compared to the budgeted rate of \$0.14/kWh. SCE's transition to SAP has caused delays in invoicing. It is expected that utilities will be about 25% for Q1 once all the utilities bills are accounted for.

O&M and Reimbursable Projects, 20.8% and 7.2%

The combined O&M and reimbursable project costs were \$1.1 million or 20.0 percent of the combined year to date budget. The favorable balance is mainly due to delays in project spending on various fund planning documents and drought related project.

Financial Expenses

Financial Expense, 31.7%

Total financial expenses were \$1.5 million or 31.7 percent through the end of the first quarter. Actual costs includes: financial services, interest payments for various bonds. Principal payment and State Revolving Fund (SRF) loans are due and payable in the next quarters.

Other Expenses

Other Expenses, 252.2%

Total other expenses were \$0.3 million or 252.2 percent of the year to date budget. The category expense includes the annual contribution-in-aid to the Santa Ana Watershed Project Authority.

Capital Expenses

Capital Costs, 44.6%

Total capital project expenditures year to date were \$29.5 million or 44.6 percent of the year to date budget. The favorable variance can be attributed to contractor delays, design recommendation reviews, and extended request for proposals and related contract award delays due to the COVID-19 pandemic. Capital project budgeted related to the Regional Wastewater program were \$218.6 million, or 85 percent of the \$258.8 million of the annual program budget.

Summary of major capital and non-capital project expenses and status as of September 30, 2021

Capital Projects		Annual Budget	Actual YTD	% of Budget Used YTD
EN19006	RP-5 Solids Handling Facility Design of the offsite pump stations and Radio Tower is still ongoing. AQMD permit has been submitted to AQMD. IEUA is awaiting draft permit to construction, which is anticipated to be received in late December.	105,001,185	11,718,724	11.2%
EN19001	RP-5 Expansion to 30 mgd Improvements at RP-5 are expected to increase the treatment capacity of RP-5 from 15 to 30 MGD. The relocation of the RP-2 Solids Treatment Facility to RP-5 is required due to the facility being located on United States Army Corps of Engineers (USACE) property, which is located in a future flood plain upon completion of USACE project to raise the Prado Dam Spillway. Permit, bid and award are in progress.	72,126,460	10,338,762	14.3%
EN23002	Philadelphia Lift Station Replace the force mains, as well as provide inspection manholes for future condition assessment on the entire length along Philadelphia.	15,002,875	35,399	0.2%
EN22044	RP-1 Thickening Building The RP-1 Gravity Thickener does not have sufficient capacity to treat the raw solids produced at RP-1. In addition, the gravity thickening process is no longer effective at treating RP-1 primary solids as it contains WAS from RP-4. Therefore, a new treatment process with additional capacity is required to treat solids at RP-1.	12,000,000	28,390	0.2%
RW15003	Recharge Master Plan Per the approved 2013 Amendment to the 2010 Recharge Master Plan Update (RMPU), IEUA and CBWM agreed to implement the seven (7) recommended new projects which have been selected by the RMPU Steering Committee to enhance stormwater yield for nine (9) groundwater recharge basins. The basins that are considered for yield enhancement are: SCI, Wineville, Jurupa, RP3, Victoria, Turner, Ely, and Montclair basins.	11,350,000	898,222	7.9%
O&M & Reimbursable Projects		Annual Budget	Actual YTD	% of Budget Used YTD
EN19024	Collection System Asset Solicit for qualified firms to provide the consulting services to meet the goal of the AM program and seek contractors to implement condition assessment activities or needed repairs or rehab. The activities will be specific to the Collection System (Regional Conveyance System).	2,541,263	53,101	2.1%
PA17006	Agency-Wide Aeration Replacement of aeration panels for each aeration basins/trains at the RP1, RP4, CCWRF, and RP5.	2,500,000	18,084	0.7%
EN16021	TCE Plume Cleanup IEUA will contribute funding and administer the project, which will strengthen CDA's groundwater supply infrastructure while also acting as a remedial solution to the South Archibald TCE plume.	554,103	497,854	89.8%
EN19023	Asset Management Plan Solicit for qualified firms to provide the consulting service to meet the goals of the AMP and seek specialized consultants/contractors to implement recommended improvements to the AMP.	500,985	20,012	4.0%

INLAND EMPIRE UTILITIES AGENCY
Fiscal Year 2021/22
CONSOLIDATED BUDGET VARIANCE ANALYSIS REPORT
Quarter Ended September 30, 2021

	Amended Budget	Budget YTD	Actual YTD	Variance YTD	% Budget YTD Used	% Annual Budget Used
<u>OPERATING REVENUES</u>						
User Charges	\$93,769,323	\$23,442,331	\$23,683,517	\$241,186	101.0%	25.3%
Recycled Water	17,290,000	4,322,500	6,215,660	1,893,160	143.8%	35.9%
MWD Water Sales	47,412,000	11,853,000	16,247,381	4,394,381	137.1%	34.3%
Cost Reimbursement from JPA	6,987,687	1,746,922	1,465,687	(281,235)	83.9%	21.0%
Interest Revenue	3,379,836	844,959	304,115	(540,844)	36.0%	9.0%
TOTAL OPERATING REVENUES	\$168,838,846	\$42,209,712	\$47,916,360	\$5,706,648	113.5%	28.4%
<u>NON-OPERATING REVENUES</u>						
Property Tax	\$57,486,000	\$14,371,500	\$0	(\$14,371,500)	0.0%	0.0%
Connection Fees	37,913,139	9,478,285	8,349,498	(1,128,787)	88.1%	22.0%
Grants	15,484,203	3,871,051	-	(3,871,051)	0.0%	0.0%
SRF Loan Proceeds	78,821,848	19,705,462	0	(19,705,462)	0.0%	0.0%
Project Reimbursements	1,334,697	333,674	566,290	232,616	169.7%	42.4%
Other Revenue	313,000	78,250	54,468	(23,782)	69.6%	17.4%
TOTAL NON OPERATING REVENUES	\$191,352,887	\$47,838,222	\$8,970,256	(\$38,867,966)	18.8%	4.7%
TOTAL REVENUES	\$360,191,733	\$90,047,933	\$56,886,616	(\$33,161,318)	63.2%	15.8%
<u>ADMINISTRATIVE and OPERATING EXPENSES</u>						
EMPLOYMENT EXPENSES						
TOTAL EMPLOYMENT EXPENSES	\$63,225,828	\$15,806,457	\$13,511,518	\$2,294,940	85.5%	21.4%
ADMINISTRATIVE EXPENSES						
TOTAL ADMINISTRATIVE EXPENSES	\$41,697,128	\$10,424,282	\$3,065,736	\$7,358,547	29.4%	7.4%

INLAND EMPIRE UTILITIES AGENCY
Fiscal Year 2021/22
CONSOLIDATED BUDGET VARIANCE ANALYSIS REPORT
Quarter Ended September 30, 2021

	Amended Budget	Budget YTD	Actual YTD	Variance YTD	% Budget YTD Used	% Annual Budget Used
OPERATING EXPENSES						
TOTAL OPERATING EXPENSES	\$88,663,135	\$22,165,784	\$22,643,828	(\$478,044)	102.2%	25.5%
TOTAL ADMINISTRATIVE and OPERATING EXPENSES	\$193,586,091	\$48,396,523	\$39,221,082	\$9,175,443	81.0%	20.3%
<u>NON-OPERATING EXPENSES</u>						
CAPITAL OUTLAY	\$264,254,092	\$66,063,523	\$29,486,786	\$36,576,737	44.6%	11.2%
FINANCIAL EXPENSES						
Principal, Interest and Financial Expenditures	19,448,833	4,862,208	1,540,182	3,322,027	31.7%	7.9%
OTHER NON-OPERATING EXPENSES	495,001	123,750	312,142	(188,392)	252.2%	63.1%
TOTAL NON-OPERATING EXPENSES	\$284,197,926	\$71,049,482	\$31,339,110	\$39,710,372	44.1%	11.0%
TOTAL EXPENSES	\$477,784,018	\$119,446,004	\$70,560,192	\$48,885,815	59.1%	14.8%
REVENUES IN EXCESS/ (UNDER) EXPENSES	(\$117,592,285)	(\$29,398,071)	(\$13,673,578)	\$15,724,495		

Totals may not add up due to rounding

Business Goals & Objectives Report By Department

Department: ALL
Report Month: July, August, September Year: 2021

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
11/2/2021														
<u>Agency Management</u>														
570	FY 2021/22	Semi-Annual	Agency Management	Business	Update the Agency's 5-Year Strategic Plan	Conduct Strategic Planning assessment and produce a 5-Year Strategic Plan	Complete by June 30, 2022	Complete Strategic Planning Assessment Finalize 5-Year Strategic Plan	Denise Garzaro	October	2021	On Schedule		Additional progress on the Strategic Plan Assessment has been placed on hold. The effort is expected to begin again in Q3.
569	FY 2021/22	Quarterly	Agency Management	Work place	Ensure open, timely and transparent governance	Implement electronic filing system for Statements of Economic Interests (Form 700s) to transition to a paperless solution and allow for increased transparency to the public	2nd Quarter FY 2021/22	Implement electronic filing system approved by the FPCC to utilize paperless solution for filers in positions designated to file Form 700s under the Agency's Conflict of Interest Code	Denise Garzaro	October	2021	On Schedule		Quotes have been received from vendors for the electronic filing system. Implementation is expected to begin in Q2.
567	FY 2021/22	Quarterly	Agency Management	Work place	Continue to promote employee engagement, achievement, and retention	Provide employees with opportunities for continued development and growth through training courses and cross-training	Ongoing	Allocate time for department employees to participate in training courses and professional development opportunities (both in-house and external offerings)	Denise Garzaro	October	2021	On Schedule		Agency Management staff have participated in training offered by the Agency, CSDA and Liebert, Cassidy and Whitmore. A number of staff also participated in professional development opportunities through cross-training with other departments.
568	FY 2021/22	Quarterly	Agency Management	Work place	Ensure open, timely and transparent governance	Implement Agency-wide agenda management system for Committee and Board meetings	1st Quarter FY 2021/22	Implement agenda management system and partner with Agency departments to learn and utilize the new system	Denise Garzaro	October	2021	On Schedule		The agenda management system is currently in the implementation phase. Training and guidance for the new system will be provided to staff in Q2.
<u>Asset Management</u>														
624	FY 2021/22	Quarterly	Technical Resources	Waste	Update the Agency's Planning Documents: Asset Management Plan	Enhance CMMS Data Quality and Integrity. Ensure assets are properly recorded (added/removed) during the RP-5 Expansion project:	Complete by June 30, 2023	A. Enter all new equipment into SAP with maintenance schedule B. Remove old equipment from SAP	Ken Monfore	October	2021	On Schedule		We have collaborated between O&M, BIS, Finance, and the contractor to develop a process to add new assets and remove old assets for the RP-5 expansion. We also contracted a consultant to help us finish documenting our "Asset Onboarding and Retirement" process.
<u>Business Information Services</u>														
671	FY 2021/22	Semi-Annual	Operations	Fiscal Resp	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Evaluate licensing needs for electronic signature solution to meet the Agency's needs	Complete by December 2021 and June 2022	Complete evaluation of appropriate digital signature solutions based on use cases; complete the contract(s) for fee-based solution(s)	Kanes P	September	2021	On Schedule		BIS reviewed historical usage of DocuSign envelopes and determined that additional licenses are needed to meet the Agency's needs. At the end of the assessment, BIS was able to request for budget transfer from other departments to procure the additional licenses, expected to be fully executed in Q2.
670	FY 2021/22	Annual	Operations	Fiscal Resp	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Evaluate software needs to assess more cost-effective alternatives and/or potential consolidation (e.g., legacy CIPO, Primavera, Sage ABRA)	Ongoing	Provide list of recommendations to Agency executives and stakeholders, including potential cost savings	Kanes P	September	2021	On Schedule		No recommendation has been presented to the executive team in Q1.

Business Goals & Objectives Report By Department

Exhibit B

Department: ALL

Report Month: July, August, September Year: 2021

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
<u>Business Information Services (continued)</u>														
668	FY 2021/22	Quarterly	Operations	Fiscal Resp	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Maintain SAP professional services expenses within annual budgeted amount	Ongoing	Report actual quarterly spending as percentage of average annual budgeted amount	Kanes P	September	2021	On Schedule		As of Q1, BIS spent ~22% of professional services budget for FY2022.
669	FY 2021/22	Quarterly	Operations	Fiscal Resp	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Evaluate options for lowering SAP annual maintenance and propose recommendations with pros/cons	Complete by September 2021	Complete the evaluation of options and provide recommendations to executives to decide no later than 9/30/2021	Kanes P	September	2021	On Schedule		The Agency evaluated a vendor that can provide SAP software support at a lower cost than what it currently pays to SAP. Upon further analysis, adopting this service will introduce complexity with maintaining security of our SAP servers and integration points to non-SAP applications.
672	FY 2021/22	Quarterly	Operations	Business	Update the Agency's Planning Documents: Cyber Security Technology Master Plan	Evaluate solutions for streamlining Board meeting preparation and documentation processing and provide recommendations	Complete by September 2021	Provide recommendations to the executive team, obtain approval, and implement the solution by target date	Kanes P	September	2021	Behind Schedule		The project team needed to identify the appropriate approach to engage the vendor in terms of contract language. The Agency already has an established service with the vendor. The software solutions will be additional products from the same vendor. Upon completion of the contract agreement, the team can then begin the implementation and training, targeted to be executed in Q2.
674	FY 2021/22	Quarterly	Operations	Business	Update the Agency's Planning Documents: Cyber Security Technology Master Plan	Complete integration between Laserfiche and SAP	Complete by June 2022	Complete full integration between SAP attachments and Laserfiche by set date	Kanes P	September	2021	On Schedule		BIS continues to periodically extract attached files in SAP and store them in Laserfiche.
673	FY 2021/22	Semi-Annual	Operations	Business	Update the Agency's Planning Documents: Cyber Security Technology Master Plan	Implement enhancements to Manager Self-Service and Employee Self-Service to maximize automation and data quality, including integrations to non-SAP applications (e.g., NeoGov)	Complete NeoGov project by December 2021 Ongoing for enhancements	Report project progress per project timeline	Kanes P	September	2021	On Schedule		BIS provided the absence data through integration between SAP and PaSTA (work order scheduling tool) to automate the marking of each employee's unavailability for the purpose of scheduling him/her work assignments. This integration allows the leave data to be processed and stored in SAP while the approved absences are used by the PaSTA for planning purposes. Additionally, BIS is working with HR and other business units to implement the necessary changes to HR and payroll per agreements made during the labor negotiation.
675	FY 2021/22	Semi-Annual	Operations	Business	Update the Agency's Planning Documents: Cyber Security Technology Master Plan	Evaluate cloud-based alternatives to existing software solutions for the purpose of planning both budget and possible implementations	Completed by March 2022	Report list of proposed solutions along with potential benefits and risks to management	Kanes P	September	2021	On Schedule		BIS is assisting Engineering Department with its evaluation of Oracle Primavera upgrade path - updating on-premise software or adopting the cloud solution. In this process, an RFQ was posted and the Agency received several responses from vendors. The team will complete the review of RFQ responses in Q2 and provide the recommendation for the best option to pursue as an RFP.

Business Goals & Objectives Report By Department

Department: ALL
Report Month: July, August, September Year: 2021

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
<u>Contracts and Procurement</u>														
592	FY 2021/22	Quarterly	Finance and Administration	Business	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Increase participation and response to RFP, IFB, etc. through PlanetBids with collaborative discussion with requesting departments. Promote Agency programs related to contracts, procurement, and mutual aid agreements	Complete by the end of June 30, 2022	Provide training on Scope of Work development Increase department collaboration through advance planning opportunities to ensure comprehensive RFP, IFB, etc.	Warren Green	September	2021	On Schedule		Staff works with end users on a regular basis to review and support RFP and Scope of Work development. Additionally, we host regular MPR meetings with multiple divisions in support of sharing and supporting their procurement needs.
595	FY 2021/22	Monthly	Finance and Administration	Business	Update the Agency's Planning Documents: Asset Management Plan	Work with departments throughout the Agency to support long-term service contracts for complex and critical equipment	Complete by the end of June 30, 2022	Recommend three to five-year contracts to secure competitive services and rates	Warren Green	October	2021	On Schedule		CAP hosted multiple MPR meetings to meet with staff from Operation and Engineering divisions. Additionally, staff met with Engineering and Planning staff to provide education and support opportunities.
590	FY 2021/22	Monthly	Finance and Administration	Work place	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Ensure the duties of the department are consistently executed with outstanding customer service and professionalism. Provide regular training to end-users on the Agency's contract and procurement protocols to support the Agency's Mission, Vision, and Values	Ongoing	Monitor 100% compliance with Agency, State, and Federal standards using staff updates in weekly/monthly department meetings	Warren Green	October	2021	On Schedule		Staff hosted several MPR meetings with multiple departments, including a meeting with Engineering and Planning to offer education and support for the Agency's procurement functions. Additionally, management staff works with department staff to support workload balance.
588	FY 2021/22	Quarterly	Finance and Administration	Work place	Safety and wellness of employees and the communities we serve	Work with departments to further implement Cal/OSHA required programs outlined on the Cal-VPP, ensuring an inclusive, supportive, safer work environment	Ongoing	Schedule monthly job showings with departments in the field	Warren Green	October	2021	On Schedule		Schedule field observation on temporary traffic control, multiple a confined space entries, conducted teams meetings on COVID return to work.
586	FY 2021/22	Quarterly	Finance and Administration	Work place	Safety and wellness of employees and the communities we serve	Assessment of Safety Programs as a standing item on the Safety & Health Committee (SHC) Agenda ensuring regular review by members	Complete by the end of June 30, 2022	Present a new safety program at each of the regular SHC meeting for review, discussion, and amendment as needed	Warren Green	October	2021	On Schedule		Review of Safety Programs will be added as an agenda item to the safety committee meeting. The IIPP program has been review by the safety committee.
<u>Engineering</u>														
626	FY 2021/22	Monthly	Technical Resources	Work place	Safety and wellness of employees and the communities we serve	Ensure IEUA staff, all consultants, and contractors are adhering to appropriate safety procedures	Ongoing	Zero lost time incidents	Rachael Solis	September	2021	On Schedule		As part of project EN19024 Condition Assessment of the Collection System project, on 9/10/21 ADS , the flow monitoring subcontractor for CDM Smith, attempted to access a manhole in the street at night without the appropriate traffic control. Our field inspector, Rod Hernandez identified the danger, an alerted Principal Engineer Adham Almasri of the situation and shut down the operation until proper traffic control could be implemented. It took 3 days to procure the appropriate TC but the work was completed without issue after that.

Exhibit B

Business Goals & Objectives Report By Department

Department: ALL

Report Month: July, August, September Year: 2021

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
Engineering (continued)														
628	FY 2021/22	Quarterly	Technical Resources	Work place	Continue to promote employee engagement, achievement, and retention	Review and evaluate all projects for best practices that can be applied to future projects. (Lessons Learned)	Ongoing	Complete reviews six times per year	Rachael Solis	September	2021	On Schedule		During the months of August and September, Josh conducted a lesson learned presentation about executing agreements with the Southern California Gas and Megan conducted a presentation about project deliverables, SOP review and as part of the defect elimination team, she shared information about the group.
627	FY 2021/22	Quarterly	Technical Resources	Work place	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project.	Continue to provide training opportunities to Engineering staff	Ongoing	Staff to attend training ten times per year	Rachael Solis	September	2021	On Schedule		During the month of September, KRD presented to staff the final approved version of the Project Execution Plan(PXP). The PXP is a comprehensive spreadsheet that assists in project engineers in documenting all aspects of project management in one centralized file. Also, during September's monthly check in meeting with his junior staff, Principal Engineer Adham Almarsi, conducted training on filing, Board package preparation, PRs Entry, Department Reports, and New Project Processing.
629	FY 2021/22	Quarterly	Technical Resources	Business	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Engineering will ensure member agencies are informed and involved with the projects of the Capital Improvement Program	Ongoing	Member agencies contacted 6 times a year to review projects within their service area	Rachael Solis	September	2021	On Schedule		Nothing to report for this period.
625	FY 2021/22	Quarterly	Technical Resources	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Provide high quality project management for the completion of Capital Improvement Projects	Ongoing	Maintain department capital costs with the goal of equal to or greater than 80% of the Fiscal Year budget Maintain quarterly actual expenditures equal to or greater than 80% of forecasted expenditures. Project costs should be within 110% of the total project budget established in the Preliminary Design Report	Rachael Solis	September	2021	On Schedule		Maintain department capital costs with the goal of equal to or greater than 80% of the Fiscal Year budget . As of September 2021, staff is projecting ~73% of our fiscal year budget. Maintain quarterly actual expenditures equal to or greater than 80% of forecasted expenditures. As of September 2021, staff is projecting ~58% of capital call. Project costs should be within 110% of the total project budget established in the Preliminary Design Report Nothing to Report this period.

Exhibit B

Business Goals & Objectives Report By Department

Department: ALL

Report Month: July, August, September Year: 2021

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
<u>Engineering (continued)</u>														
631	FY 2021/22	Quarterly	Technical Resources	Waste	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Provide high quality project management for the completion of Capital Improvement Projects	Ongoing	Completed project design, bid, and award should within 110% of the days allotted for design as established in the Preliminary Design Report Complete project construction within 110% of the days allotted for the construction duration established in the project bid documents Design scope amendments should be equal to or less than 10% of original contract value Change Orders should be equal to or less than 20% of the original contract value of less than \$100,000 Change Orders should be equal to or less than 15% of original contract values greater than \$100,000 and less than \$500,000 Change Orders should be equal to or less than 10% of the original contract values greater than \$500,000 the construction duration established in the project bid document	Rachael Solis	September	2021	On Schedule		Completed project design, bid, and award should within 110% of the days allotted for design as established in the Preliminary Design Report Nothing to Report this period. Complete project construction within 110% of the days allotted for the construction duration established in the project bid documents. As of September 2021, 38% of projects made the goal (3/7). Design scope amendments should be equal to or less than 10% of original contract value. At the end of September 2021, the ratio was 10.38%. Change Orders should be equal to or less than 20% of the original contract value of less than \$100,000. At the end of September 2021, the ratio was 7.49%. Change Orders should be equal to or less than 15% of original contract values greater than \$100,000 and less than \$500,000. At the end of September 2021, the ratio was 2.81%. Change Orders should be equal to or less than 10% of the original contract values greater than \$500,000. At the end of September 2021, the ratio was 1.69%.

Exhibit B

Business Goals & Objectives Report By Department

Exhibit B

Department: ALL
Report Month: July, August, September Year: 2021

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
External Affairs														
614	FY 2021/22	Semi-Annual	External & Government Affairs	Business	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Continue to cultivate strong working relationships with elected officials and governmental agencies to help ensure IEUA continues to be a regional leader in water, wastewater, and renewable energy issues	Ongoing	Develop customer agency highlight campaign through social media Coordinate with other agencies to develop outreach partnerships Facilitate/ Coordinate Agency VIP tours and develop communication assets for distribution. – Coordinate Agency events (virtual or in-person) and include Elected Officials in the communication outreach	Andrea Carruthers	October	2021	On Schedule		Implemented Member Agency Monday on social media. Worked with MWD to partner of social sharing. Developed "Coffee with the GM" for updated virtual messaging.
613	FY 2021/22	Semi-Annual	External & Government Affairs	Business	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Hold department brainstorming and lessons learned sessions to successfully implement trends and communication initiatives into outreach programs	Ongoing	Hold bi-annual brainstorming sessions and lessons learned following campaign or project conclusion Adjust communication strategy based on findings	Andrea Carruthers	October	2021	On Schedule		Held education program brainstorming follow-up meeting to discuss action items and tactics needed to implement.
614	FY 2021/22	Semi-Annual	External & Government Affairs	Business	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Continue to cultivate strong working relationships with elected officials and governmental agencies to help ensure IEUA continues to be a regional leader in water, wastewater, and renewable energy issues	Ongoing	Develop customer agency highlight campaign through social media Coordinate with other agencies to develop outreach partnerships Facilitate/ Coordinate Agency VIP tours and develop communication assets for distribution. – Coordinate Agency events (virtual or in-person) and include Elected Officials in the communication outreach	Andrea Carruthers	October	2021	On Schedule		Meetings continue with state and federal elected officials and IEUA Board members. The Agency's congressional delegation has signed support letters for grants requests.

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Department: ALL
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Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
External Affairs (continued)														
609	FY 2021/22	Semi-Annual	External & Government Affairs	Work place	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Continue to incorporate the Agency's mission, vision and values throughout all Agency communication assets and ensure branding aligns with and is consistent with all Agency communication	Ongoing	Implement updated templates for PowerPoint presentations and Agency documents to Agency employees Work with BIS on the "Branding Tools" AIM page and implement templates and assets for employee ease of use Quarterly check-ins on branding guidelines and communication to employees on changes, etc. Ensure all documents have updated branding guidelines implemented. Complete Annual Report. Update Agency brochures per branding guidelines	Andrea Carruthers	October	2021	On Schedule		Agency PowerPoint has been updated. Branding guidelines are being updated to reflect logo clearance levels. Collateral is being reviewed for branding guidelines. EA team is reviewing department's collateral and presentations prior to distribution.
610	FY 2021/22	Semi-Annual	External & Government Affairs	Work place	Continue to promote employee engagement, achievement, and retention	Provide employees with opportunities for continued development and growth through trainings (both in-house and externally)	Ongoing	Provide training opportunities to department employees as they develop and adapt to provide time for growth. Schedule in-house department trainings bi-annually	Andrea Carruthers	October	2021	On Schedule		Trainings have been provided to team members including social media training, Adobe program training, Project WET facilitator training, etc.
611	FY 2021/22	Quarterly	External & Government Affairs	Work place	Continue to promote employee engagement, achievement, and retention	Work with departments to recognize Agency and employee efforts and achievements through multiple media channels; Highlight Agency achievements to educate on the Agency's services and mission	Ongoing	Implement employee and Agency recognition plan by publishing highlights on multiple media channels monthly	Andrea Carruthers	October	2021	On Schedule		Recognized employees efforts during Water Professionals Appreciation Week by implementing highlights on LinkedIn. Continue to highlight employees through the Agency's internal newsletter. Highlight employee achievements and recognitions through dedicated LinkedIn posts. Highlight new hires on LinkedIn through the "News Splash" feature.
612	FY 2021/22	Semi-Annual	External & Government Affairs	Business	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Build and maintain a strong working relationship with regional stakeholders to assist in promoting the Agency's priorities and investments	Ongoing	Work with customer agencies to implement communication toolkits based on regional need Implement networking opportunities	Andrea Carruthers	October	2021	On Schedule		Developed regional drought campaign and provided collateral toolkit to member agencies for their use. Developed PFAS toolkit for member agencies. Facilitated messaging and outreach meetings with member agency representatives.

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Department: ALL
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Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
<u>External Affairs (continued)</u>														
615	FY 2021/22	Quarterly	External & Government Affairs	Business	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Implement regional communication and education programming to the community and work with customer agencies to execute programs in their respective areas	Ongoing	Communicate Agency projects and initiatives through multiple communication channels including website, social media, newsletters, and in-person presentations Utilize communication channels and methods for print and digital messaging on an ongoing basis Implement communication trends as they develop	Andrea Carruthers	October	2021	On Schedule		Implement messaging on Agency external site for drought and projects. Developed "Water Smart" series on social media highlighting Agency programs and projects. Sent out E-Basin Update to stakeholders. Developed video shorts promoting education and outreach programs. Developed Reels and used LinkTree on social media channels.
616	FY 2021/22	Semi-Annual	External & Government Affairs	Business	Continue update of Administrative Policies	Continue to evaluate and update department policies for communication and outreach	Ongoing	Update social media policy as the development of communication trends and functions begin to develop and are implemented into the Agency's social media profile	Andrea Carruthers	October	2021	On Schedule		In process - Social media policy is in draft form and is being updated currently.
<u>Finance and Accounting</u>														
598	FY 2021/22	Quarterly	Finance and Administration	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on securing grant funding and optimal use of low-cost borrowing	Support grant applications, WIFA and SRF loan applications	Ongoing	Secure funding prior to the execution of critical projects	Javier Chagoyen-Laz	October	2021	On Schedule		Ongoing. WIFA and SRF loan schedule to be completed in the second half of the fiscal year.
599	FY 2021/22	Quarterly	Finance and Administration	Fiscal Resp	Evaluation of program rates: 2021 Rate Study for Recycled Water and the NRW Rate Structure Evaluation	Support the 2021 Rate Study for Recycled Water and NRW rate structure evaluation	Complete by the end of June 30, 2022	Implementation of new rates and rate structure within program budgets Prepare rate resolutions for new rates Ensure billing practices are modified to support new rate structures	Javier Chagoyen-Laz	October	2021	On Schedule		Ongoing.
600	FY 2021/22	Quarterly	Finance and Administration	Fiscal Resp	Evaluation of program rates: MEU rate evaluation	Support the evaluation of MEU rates with a focus on fiscal impacts	Complete by the end of June 30, 2023	Estimate fiscal impact of any proposed changes in MEU rates	Javier Chagoyen-Laz	October	2021	On Schedule		not started yet.
601	FY 2021/22	Semi-Annual	Finance and Administration	Fiscal Resp	Finalize terms of the Regional Contract with member agencies	Support the Regional Contract review with focus on fiscal implications of proposed adjustments	Complete by the end of June 30, 2023	Evaluation of fiscal impacts of proposed changes to contract language	Javier Chagoyen-Laz	October	2021	On Schedule		Ongoing.
602	FY 2021/22	Semi-Annual	Finance and Administration	Fiscal Resp	Update the Agency's 5-Year Strategic Plan	support development of the Agency's Strategic Plan and incorporate key initiatives into the Agency's financial plans	Complete by the end of June 30, 2023	Evaluate fiscal impact of key initiatives	Javier Chagoyen-Laz	October	2021	On Schedule		not started yet.

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Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
<u>Finance and Accounting (continued)</u>														
603	FY 2021/22	Semi-Annual	Finance and Administration	Fiscal Resp	Update the Agency's Planning Documents: Long-Range Plan of Finance	Update the Agency's Long-Range Plan of Finance (LRPF) document	Complete by December 31, 2022	Secure Board approval of an updated LRPF	Javier Chagoyen-Laz	October	2021	On Schedule		not started yet.
605	FY 2021/22	Quarterly	Finance and Administration	Fiscal Resp	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Evaluate key roles and responsibilities of each position in the Finance and Accounting department to ensure optimal utilization of limited resources	Ongoing	Reassignment of responsibilities or reclassification of positions as needed	Javier Chagoyen-Laz	October	2021	On Schedule		ongoing.
596	FY 2021/22	Quarterly	Finance and Administration	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Optimize the use of the 2020B revenue notes interim financing to support the execution of the RP-5 Expansion project	Ongoing	Minimize debt service costs associated with the interim financing	Javier Chagoyen-Laz	October	2021	On Schedule		Ongoing.
604	FY 2021/22	Quarterly	Finance and Administration	Fiscal Resp	Update the Agency's Planning Documents: Asset Management Plan	Support the Agency's efforts in updating the Asset Management Plan	Complete by the end of June 30, 2023	Incorporate the fiscal impact of Asset Management efforts in the Agency's budget and financial plans	Javier Chagoyen-Laz	October	2021	On Schedule		Ongoing.
597	FY 2021/22	Quarterly	Finance and Administration	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on securing grant funding and optimal use of low-cost borrowing	Optimize the use of the 2020B revenue notes interim financing to support the execution of the RP-5 Expansion project	Complete by the end of June 30, 2022	Finalize negotiation of an SRF loan to finance a portion of the RP-5 Expansion project and the second WIFIA loan contract	Javier Chagoyen-Laz	October	2021	On Schedule		Ongoing. new WIFIA loan and SRF loans to be completed in the second half of the fiscal year.
<u>Grants Administration</u>														
619	FY 2021/22	Semi-Annual	External & Government Affairs	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on securing grant funding and optimal use of low-cost borrowing	Collaborate with departments that have project funding needs	Ongoing	Semiannual interdepartmental meetings	Jesse Pompa	October	2021	On Schedule		In September, the Grants Department met with managers from Strategic Planning & Resources, Engineering, Laboratory, Inter-Agency Relations, and the IERCA to discuss upcoming funding opportunities and identify potential projects that may align.
617	FY 2021/22	Annual	External & Government Affairs	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on securing grant funding and optimal use of low-cost borrowing	Update Grants Strategic Plan to guide Agency grant activities	Complete by December 2021	Complete draft Grants Strategic Plan Update and review with executive management to incorporate any additional edits or modifications	Jesse Pompa	October	2021	On Schedule		The Grants Strategic Plan Update is on schedule for completion by December 2021.
618	FY 2021/22	Quarterly	External & Government Affairs	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on securing grant funding and optimal use of low-cost borrowing	Recommend and pursue potential grant opportunities that align with the Agency mission and goals	Ongoing	Continuous submittal of grant applications	Jesse Pompa	October	2021	On Schedule		The Grants Department is currently working on applications for the SWRCB State Revolving Fund program, the USBR WaterSMART Water and Energy Efficiency Program, and the DWR Urban and Multibenefit and Drought Relief Funding program.

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Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
Human Resources														
577	FY 2021/22	Quarterly	Agency Management	Business	Continue update of Administrative Policies	Complete a comprehensive review of Agency documents that govern the employment relationship	Complete by June 30, 2023	Implement a Personnel Policy Framework Implement an updated Employer-Employee Relations Resolution Implement a set of revised personnel policies	Alex Najera	October	2021	On Schedule		Project on schedule with initial LCW review and feedback provided to Agency. HR reviewing recommendations.
573	FY 2021/22	Quarterly	Agency Management	Work place	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Develop a pipeline of talent to ensure continuity of Agency operations	Complete by June 30, 2023	Implement Operations/Engineering Rotation Program Partner with community colleges to develop wastewater operator career pathways Continue Career Outreach programming	Alex Najera	October	2021	On Schedule		Implemented brand new IE Works Internship program (regional workforce development) in Q1. Six new operations interns hired on as part of new initiative. Career outreach efforts with schools resuming with improvement in COVID conditions.
Integrated Systems Services														
677	FY 2021/22	Quarterly	Operations	Work place	Update the Agency's Planning Documents: Cyber Security Technology Master Plan	Adoption of Information Security Policy	Complete by December 2021	Adopt and publish policy	Don Hamlett	September	2021	On Schedule		Meet and confer with bargaining units. DH
678	FY 2021/22	Quarterly	Operations	Business	Update the Agency's Planning Documents: Cyber Security Technology Master Plan	Continued adoption of Center for Internet Security (CIS) Critical Controls to ensure business and SCADA system reliability	Complete by June 2022	Apply the 20 CIS Critical Controls	Don Hamlett	September	2021	On Schedule		Inventory and control of assets, off line backups, access control management (2FA), control infrastructure management, penetration testing, security awareness training, cyber hygiene. DH
680	FY 2021/22	Quarterly	Operations	Wastewate	Update the Agency's Planning Documents: Cyber Security Technology Master Plan	Cybersecurity Patching for Business and SCADA systems	Ongoing	Install critical security patches within 30 days	Don Hamlett	September	2021	On Schedule		92% of systems completed.
Inter-Agency Relations														
632	FY 2021/22	Quarterly	Technical Resources	Fiscal Resp	Evaluation of program rates: MEU rate evaluation	Provide input and analysis, as needed, in support of the evaluation of the Meter Equivalent Unit (MEU) rate	Ongoing	Participate in GM meetings and support Finance with evaluation of MEU rate as needed	Cathleen Pieroni	October	2021	On Schedule		I have actively participated in GM meetings and the Phase 2 WUE BP meetings are addressing the design of WUE programs paid for by the MEU rate.
633	FY 2021/22	Quarterly	Technical Resources	Work place	Continue to promote employee engagement, achievement, and retention	Provide IAR staff with opportunities for technical and professional training	Ongoing	Develop and implement personalized training plans for Departmental staff	Cathleen Pieroni	October	2021	On Schedule		I have this as a standing item with my Direct Reports.
634	FY 2021/22	Quarterly	Technical Resources	Work place	Continue to promote employee engagement, achievement, and retention	In accordance with best practices, conduct annual Agency-wide trainings on Records Management Best Practices and the proper use of Laserfiche (the Agency's system for Electronic Records Management)	Ongoing	Continue Records Management New Hire Training for Agency Employees Establish schedule for Agency-wide trainings on proper use of Laserfiche and assure continuous learning	Linda Johnson	October	2021	On Schedule		Records management continues to train Agency employees. Eleven new hire employees were trained on records management tools and how to managed their records. Sixteen employees were trained on Laserfiche electronic records management for Q1 Records management also participated in the Agency's noon time Brown Bag in July.

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Goal ID	FY	Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
Inter-Agency Relations (continued)															
635	FY 2021/22	Quarterly	Technical	Resources	Work place	Continue to promote employee engagement, achievement, and retention	Departmental migration of records into Agency Electronic Records Management System (Laserfiche)	Ongoing	Continue management of Agency records throughout the life cycle from inception to destruction. Continue to develop Agency-wide processes through Laserfiche forms	Linda Johnson	October	2021	On Schedule		Records management added 2 more new forms to Laserfiche for Q1.
637	FY 2021/22	Quarterly	Technical	Resources	Business	Continue update of Administrative Policies	Update Records Management Policies	Complete by June 30, 2022	Update Policies A-10, A-72 and add a new policy on E-mail Managed Folders	Linda Johnson	October	2021	On Schedule		No update on Records policies for Q1. We should have an update for Q2. Time frame for completion is June 2022.
633	FY 2021/22	Quarterly	Technical	Resources	Work place	Continue to promote employee engagement, achievement, and retention	Provide IAR staff with opportunities for technical and professional training	Ongoing	Develop and implement personalized training plans for Departmental staff	Cathleen Pieroni	October	2021	On Schedule		Training opportunities for staff are actively promoted. Efforts are underway to formalize a planning tool.
641	FY 2021/22	Semi-Annual	Technical	Resources	Business	Continue to improve relationships with customer agencies by ensuring open, timely and transparent communication regarding Agency projects and initiatives	Collaborate as opportunities arise and identify funding sources to implement initiatives identified in the WUEBP	Ongoing	Implement the initiatives as opportunities arise	Lisa Morgan-Perale	October	2021	On Schedule		IEUA was awarded \$787k in grants for WUE programs from the USBR. Staff completed another USBR grant application for an additional \$500k in WUE grants.
633	FY 2021/22	Quarterly	Technical	Resources	Work place	Continue to promote employee engagement, achievement, and retention	Provide IAR staff with opportunities for technical and professional training	Ongoing	Develop and implement personalized training plans for Departmental staff	Cathleen Pieroni	October	2021	On Schedule		
635	FY 2021/22	Quarterly	Technical	Resources	Work place	Continue to promote employee engagement, achievement, and retention	Departmental migration of records into Agency Electronic Records Management System (Laserfiche)	Ongoing	Continue management of Agency records throughout the life cycle from inception to destruction. Continue to develop Agency-wide processes through Laserfiche forms	Linda Johnson	October	2021	On Schedule		Destruction of Records will be updated in Q2 and Q3.
639	FY 2021/22	Semi-Annual	Technical	Resources	Business	Continue to improve relationships with customer agencies by ensuring open, timely and transparent communication regarding Agency projects and initiatives	Implement the Water Use Efficiency Business Plan the Long-Term Water Use	Complete by June 30, 2023	Annual water savings through the various initiatives	Lisa Morgan-Perale	October	2021	On Schedule		IEUA has updated Phase 1 of the WUE BP and is implementing the programs identified therein.
640	FY 2021/22	Semi-Annual	Technical	Resources	Business	Continue to improve relationships with customer agencies by ensuring open, timely and transparent communication regarding Agency projects and initiatives	Provide support and Implementation of the Long-Term Water Use Efficiency Regulations	Complete by June 30, 2023	Identify and develop activities, actions, and/or programs that will support the implementation and compliance with the new Regulations	Lisa Morgan-Perale	October	2021	On Schedule		IEUA is meeting with the retail agencies to determine how IEUA's programs can assist them in meeting new regulatory requirements.

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Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
<u>Inter-Agency Relations (continued)</u>														
642	FY 2021/22	Annual	Technical Resources	Water	Update the Agency's Planning Documents: Recycled Water Program Strategy	Ensure that activities are consistent with defined strategic planning documents, such as the Water Use Efficiency (WUE) business plan and the IEUA Water Shortage Contingency Plan	Complete each year by December 31st	Produce the Annual Water Use Efficiency Programs Report and complete the annual budget process	Lisa Morgan-Perale	October	2021	Behind Schedule		Staff is currently working on the annual report and it has been delayed until January due to the ongoing WUE Programmatic changes with the retail member agencies. The report is anticipated to be completed by January.
636	FY 2021/22	Annual	Technical Resources	Business	Update the Agency's 5-Year Strategic Plan	Provide input and analysis, as needed, to the update of the Agency's 5-Year Strategic Plan on matters related to inter-agency relations	Ongoing	Provide input/analysis as requested	Cathleen Pieroni	October	2021	On Schedule		I have not been asked to provide input on IEUA's Strategic Plan.
638	FY 2021/22	Quarterly	Technical Resources	Business	Continue to improve relationships with customer agencies by ensuring open, timely and transparent communication regarding Agency projects and initiatives	Provide toolbox that will support the implementation of the State's long-term WUE Regulations	Complete by June 30, 2022	Alliance for Water Efficiency (AWE) and the California Water Efficiency Partnership (CalWEP) to develop a CA WUE Standards Compliance Tool And update the California-specific version of the AWE Water Conservation Tracking Tool	Lisa Morgan-Perale	October	2021	On Schedule		Alliance for Water Efficiency (AWE) and the California Water Efficiency Partnership (CalWEP) are in the process of developing a CA WUE Standards Compliance Tool and updating the California-specific version of the AWE Water Conservation Tracking Tool
<u>Internal Audit</u>														
582	FY 2021/22	Annual	Agency Management	Work place	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Continuously require audit staff to be professional and knowledgeable. Establish, maintain, and strengthen audit-related private/public partnership opportunities and relationships, have network ties and associates where audit-related topics can be shared, discussed, and evaluated with the goal of continuous audit process improvements and overall relationship improvement. Maintain good professional relationships with internal and external staff at all times and ensure open, transparent, and timely communication about all audit projects	Ongoing	Completion of Board approved audits in a timely manner and gather feedback from auditees, Agency management, and the Audit Committee During each Board approved audit/project and during all interactions with internal and external staff of all level	Teresa Velarde	October	2021	On Schedule		IA accomplishes this with every project and audit and continues to work with all staff, auditees, managers and all staff, additionally any outside stakeholders, customers and others to maintain professional relationships to facilitate our progress in performing our audit work. this is seen by the way audits are received at the department level, executive management level and with the Audit Committee and the Board. This goal is ongoing.

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Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
Laboratory														
651	FY 2021/22	Quarterly	Technical Resources	Business	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	Participate in stakeholder meetings to evaluate the impacts of current or new regulations	As needed in Fys 2021/22 and 2022/23	Attend ELTAC, CWEA, CASA, SCCWRP, meetings and provide updates to Agency management	Sushmitha Reddy	September	2021	On Schedule		Attended ELTAC meeting on July 30 where we discussed ELTAC's potential role in developing a guidance documents for fast tracking accreditation for new contaminants such as microplastics, nitrate in plant tissue, and Imidacloprid method development Participated California Accredited Laboratories bi weekly meetings to track the progress of the law suit contesting ELAP regulations. The judge ruled in favor of ELAP on Participated is SCWRP stakeholder meetings overseeing Ceriodaphnia Study to identify sources of and, ultimately, reduce intralaboratory and interlaboratory variability in the Ceriodaphnia dubia test. Participated in Monthly CWEA meetings discussing various laboratory challenges revolving around the implementation of ELAP's new regulations such as Data Integrity trainings, ELAP sponsored TNI documentation training
658	FY 2021/22	Quarterly	Technical Resources	Wastewater	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Coordinate PFAS testing as per the waste-water order	Quarterly through December 2021	Testing no later than 10 days after end of month for NPDES compliance	Sushmitha Reddy	September	2021	On Schedule		The last round of Sampling and testing was completed in July. Compliance is finalizing the report to the state.
Operations														
699	FY 2021/22	Quarterly	Operations	Water	Update the Agency's Planning Documents: Recycled Water Program Strategy	GWR to operate within the compliance of the program's recharge permit.	Ongoing	Meet 100% compliance goals	Andy Campbell	September	2021	On Schedule		No compliance issues occurred. Staff are working on the San Seivaine Startup report.
705	FY 2021/22	Annual	Operations	Wastewater	Update the Agency's Planning Documents: Recycled Water Program Strategy	GWR department to complete annual compliance report which includes the Recycled Water Contribution plan	Complete by May 1, 2022 and 2023	Complete and submit annual report	Andy Campbell	September	2021	On Schedule		The RWC plans are updated monthly, and are submitted annually in May.
700	FY 2021/22	Quarterly	Operations	Wastewater	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Monitor treatment plant performance to meet regulatory requirements	Ongoing	Goal is zero permit violations	Operations Managers	September	2021	On Schedule		No permit violations for Q1 at RP-1 or RP-4.(SO)
694	FY 2021/22	Annual	Operations	Water	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Improve Agency asset reliability by striving for continuous improvement using the Uptime Elements as the foundation for culture change	Ongoing	Increase predictive maintenance and reduce reactive maintenance	Robert Delgado, Scott	September	2021	On Schedule		North E&I techs now fully utilizing ultra sonic greasing methods for electric motors.(SO)
693	FY 2021/22	Monthly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Optimize daily operations to reduce energy costs	Ongoing	Review monthly energy reports and billings for cost saving opportunities	Robert Delgado Scott	September	2021	On Schedule		Operations is working with ISS to develop energy dashboards to better understand electrical usage and identify opportunities to adjust daily operations to reduce energy consumption. (SO)
692	FY 2021/22	Quarterly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Utilize Sourcewell when possible to obtain favorable pricing for contracts	Ongoing	Collaborate with Contracts and Procurement (CAP) on all major purchases	Robert Delgado	September	2021	On Schedule		North Operations worked with CAP and utilized sourcewell when purchasing the new skidsteer for O&M. (SO)

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Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
Operations														
691	FY 2021/22	Quarterly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Continued commitment to sustainable cost containment of operating and capital costs	Ongoing	Full budget utilization	Robert Delgado, Scott	September	2021	On Schedule		Q1 budget variance completed. On track to fully utilize the allotted budget.(SO)
685	FY 2021/22	Quarterly	Operations	Work place	Safety and wellness of employees and the communities we serve	Promote a safer work environment by administering and monitoring required safety and regulatory trainings and increase field presence of Safety staff	Ongoing	Strive to maintain lower recordable incidents than industry incident rate average	Robert Delgado, Scott	September	2021	On Schedule		Overall Operations trending below industry average. North Operations has gone 6 months without a recordable injury as of 10/28/21. and is on track to complete all safety tailgates by December 2021. (SO)
682	FY 2021/22	Quarterly	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Collaborate with Technical Services department and provide necessary support to ensure the successful execution of CIP projects	Ongoing	Ensure at least 1 O&M representative is assigned to each Capital Improvement Project (CIP) impacting the division	Robert Delgado, Scott	September	2021	On Schedule		O&M has at least one rep from the ops or maintenance team assigned to each active project. As projects progress, reps give updates to the team usually after YTT meetings.(SO)
697	FY 2021/22	Quarterly	Operations	Water	Update the Agency's Planning Documents: Recycled Water Program Strategy	Groundwater Recharge (GWR) ensure optimization of transmission and capture systems. Maintain optimal basin maintenance and appropriately prioritize deliveries of storm, recycled, and imported water	Ongoing	Preparation of quarterly basin maintenance activities update report for Groundwater Recharge Coordinating Committee	Andy Campbell	September	2021	On Schedule		Maintenance issues were presented to stakeholders at the August 2021 GRCC meeting
698	FY 2021/22	Monthly	Operations	Water	Update the Agency's Planning Documents: Recycled Water Program Strategy	Groundwater Recharge (GWR) ensure optimization of transmission and capture systems. Maintain optimal basin maintenance and appropriately prioritize deliveries of storm, recycled, and imported water	Ongoing	Preparation of monthly basin recharge volume report	Andy Campbell	September	2021	On Schedule		monthly reports were prepared and submitted to Watermaster for review. These are finalized each quarter for distribution at GRCC meetings.
685	FY 2021/22	Quarterly	Operations	Work place	Safety and wellness of employees and the communities we serve	Promote a safer work environment by administering and monitoring required safety and regulatory trainings and increase field presence of Safety staff	Ongoing	Strive to maintain lower recordable incidents than industry incident rate average	Robert Delgado, Scott	September	2021	On Schedule		IERCF is on track to complete all safety tailgates and has logged 825 days with no recordable incidents. (JZ)
685	FY 2021/22	Quarterly	Operations	Work place	Safety and wellness of employees and the communities we serve	Promote a safer work environment by administering and monitoring required safety and regulatory trainings and increase field presence of Safety staff	Ongoing	Strive to maintain lower recordable incidents than industry incident rate average	Robert Delgado, Scott	September	2021	On Schedule		Division is trending below industry average. South O&M has completed 3 months without a recordable injury as of 10/23/21. Safety tailgates will be completed by Nov. 15. (RAD)
682	FY 2021/22	Quarterly	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Collaborate with Technical Services department and provide necessary support to ensure the successful execution of CIP projects	Ongoing	Ensure at least 1 O&M representative is assigned to each Capital Improvement Project (CIP) impacting the division	Robert Delgado, Scott	September	2021	On Schedule		O&M continues to remain engaged in all CIP projects throughout the difference phases of the project life cycle. At least one representative from O&M is assigned to each active project. Representatives provides regular updates to the team during department meetings such as YTT, Staff Meetings, Quarterly Update Meetings, etc. (RAD)

Business Goals & Objectives Report By Department

Department: ALL
Report Month: July, August, September Year: 2021

Exhibit B

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
<u>Operations (continued)</u>														
683	FY 2021/22	Quarterly	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Work within fiscal year budget	Ongoing	Review and report quarterly via the budget variance report	Robert Delgado, Scott	September	2021	On Schedule		Budget variance for FY21/22 Q1 was completed 10/26/2021. (RAD)
681	FY 2021/22	Semi-Annual	Operations	Fiscal Resp	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Continue with Trades Internship Program (TIP), continue to hire prior to Full Time Equivalents (FTE) retirements to maintain a smooth transition	Complete by January 2022 and July 2022	Create a Bi-annual report of TIP success by measuring successful candidate placement from TIP	Robert Delgado and	September	2021	On Schedule		Intern recruitment was on temporary hold as a result of the pandemic. Today, south O&M employs five interns, two of which came from IEWorks. Two additional IEWorks interns are expected to join the team in the next 3-4 weeks. One for Collections and one for HVAC/Facility Management. (RAD)
701	FY 2021/22	Quarterly	Operations	Wastewater	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Comply with all regulatory requirements	Ongoing	Meet 100% compliance throughout the fiscal year	Operations Managers	September	2021	On Schedule		1,2,3-TCP above MCL's at RP-1. Consultant Trussells Technologies has been brought in to do an investigation and mitigation. Kickoff meeting early November with Compliance and operations. (SO)
696	FY 2021/22	Quarterly	Operations	Wastewater	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Maintain 100% permit compliance	Ongoing	Strive for zero permit violations	Operations Managers	September	2021	On Schedule		No permit violations in Q1 for RP-1 or RP-4. (SO)
684	FY 2021/22	Annual	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on securing grant funding and optimal use of low-cost borrowing	Submit new CIP project request forms timely to ensure best method of funding is explored prior to project execution	Complete by December 2022 and December 2023	Confirm all project forms are submitted by no later than December of each calendar year	Robert Delgado, Scott	September	2021	On Schedule		Working jointly with Engineering, ISS has submitted two project requests for the next fiscal year through the new Asset Management process. (DH)
691	FY 2021/22	Quarterly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Continued commitment to sustainable cost containment of operating and capital costs	Ongoing	Full budget utilization	Robert Delgado Scott	September	2021	On Schedule		Fiscal Year 21/22 Q1 ISS Budget variance review is complete. Estimating full budget utilization by the end of FY. (DH)
691	FY 2021/22	Quarterly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Continued commitment to sustainable cost containment of operating and capital costs	Ongoing	Full budget utilization	Robert Delgado Scott	September	2021	On Schedule		BIS has 3 main portions of the O&M budget: training, professional services and software maintenance. Gary Te is scheduled for SAP training classes in January/February 2022 when these classes are offered. He will consume most of the budget. For software maintenance, BIS pays them throughout the year and will consume all of it by the end of the fiscal year. For professional services, this is a varying consumption depending on the needs. Typically, it is not used 100%. (KP)
682	FY 2021/22	Quarterly	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Collaborate with Technical Services department and provide necessary support to ensure the successful execution of CIP projects	Ongoing	Ensure at least 1 O&M representative is assigned to each Capital Improvement Project (CIP) impacting the division	Robert Delgado, Scott	September	2021	On Schedule		IERCF staff developed specifications and purchase authorization to procure a new, wheel loader. (JZ)
692	FY 2021/22	Quarterly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Utilize Sourcewell when possible to obtain favorable pricing for contracts	Ongoing	Collaborate with Contracts and Procurement (CAP) on all major purchases	Robert Delgado	September	2021	On Schedule		Facilities management has utilized Sourcewell for multiple services and product purchases such as: HVAC Maintenance Contract, Vehicle Purchase, Furniture Purchase, etc. (RAD)

Business Goals & Objectives Report By Department

Department: ALL
Report Month: July, August, September Year: 2021

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
Operations (continued)														
682	FY 2021/22	Quarterly	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Collaborate with Technical Services department and provide necessary support to ensure the successful execution of CIP projects	Ongoing	Ensure at least 1 O&M representative is assigned to each Capital Improvement Project (CIP) impacting the division	Robert Delgado, Scott	September	2021	On Schedule		ISS is engaged in all CIP projects involving Industrial Control Systems (ICS) and SCADA throughout the different phases of the project life cycle. An ISS representative is assigned to each active project. Representatives provide regular updates to the team during joint ISS / Engineering bi-weekly project meetings. (DH)
696	FY 2021/22	Quarterly	Operations	Waste	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Maintain 100% permit compliance	Ongoing	Strive for zero permit violations	Operations Managers	September	2021	On Schedule		No permit violations in FY21/22 Q1 for CCWRF, RP-2, and RP-5. (RAD)
700	FY 2021/22	Quarterly	Operations	Waste	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Monitor treatment plant performance to meet regulatory requirements	Ongoing	Goal is zero permit violations	Operations Managers	September	2021	On Schedule		No permit violations in FY21/22 Q1 for CCWRF, RP-2, and RP-5. (RAD)
701	FY 2021/22	Quarterly	Operations	Waste	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Comply with all regulatory requirements	Ongoing	Meet 100% compliance throughout the fiscal year	Operations Managers	September	2021	On Schedule		No permit violations in FY21/22 Q1 for CCWRF, RP-2, and RP-5. Some challenges with Bioassay results for RP-5 and Prado Discharge but issues are resolved. Bioassay samples continue to be sent out to outside lab for analysis. (RAD)
693	FY 2021/22	Monthly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Optimize daily operations to reduce energy costs	Ongoing	Review monthly energy reports and billings for cost saving opportunities	Robert Delgado Scott	September	2021	On Schedule		Operations is working with ISS to develop energy dashboards to better understand electrical usage and identify opportunities to adjust daily operations to reduce energy consumption. (RAD)
683	FY 2021/22	Quarterly	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Work within fiscal year budget	Ongoing	Review and report quarterly via the budget variance report	Robert Delgado, Scott	September	2021	On Schedule		Organics Management budget is on track to meet budget expectations. (JZ)
691	FY 2021/22	Quarterly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Continued commitment to sustainable cost containment of operating and capital costs	Ongoing	Full budget utilization	Robert Delgado Scott	September	2021	On Schedule		FY21/22 Q1 Budget variance review completed. Estimating full budget utilization by end of FY. (RAD)
693	FY 2021/22	Monthly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Optimize daily operations to reduce energy costs	Ongoing	Review monthly energy reports and billings for cost saving opportunities	Robert Delgado Scott	September	2021	On Schedule		IERCA/IEUA installed new meters to increase visibility of energy used to better track usage and illuminate opportunities to save. (JZ)
695	FY 2021/22	Annual	Operations	Waste	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Ensure biosolids and compost recycling by promoting awareness of the connection between agricultural practices and long-term groundwater quality	Complete by fiscal year end 2021/22	Complete turf water conservation research and issue final report	Jeff Ziegenbein	September	2021	On Schedule		The research project with CBWCD was on hold during FY 21/22 Q1 due to COVID-19. It is anticipated to be initiated during Q2 if the Conservation District regains authorization. (JZ)
686	FY 2021/22	Annual	Operations	Work place	Safety and wellness of employees and the communities we serve	Annually update Emergency Response and Operational Plans for all facilities	Complete by fiscal year end for 2021/22 and 2022/23	Review and update plans	Robert Delgado, Scott	September	2021	On Schedule		SPCC plan for RP-1 updated with the assistance from Safety and a consultant. Plan is updated every 3 years. (SO)
684	FY 2021/22	Annual	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on securing grant funding and optimal use of low-cost borrowing	Submit new CIP project request forms timely to ensure best method of funding is explored prior to project execution	Complete by December 2022 and December 2023	Confirm all project forms are submitted by no later than December of each calendar year	Robert Delgado, Scott	September	2021	On Schedule		North Operations has submitted all new project requests forms by August 2021. New process in place to route all new project requests through Asset Management. Meeting with AM, Engineering and Operations have taken place in Sept, Oct to assign priorities to each project. (SO)

Business Goals & Objectives Report By Department

Department: ALL
Report Month: July, August, September Year: 2021

Exhibit B

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
<u>Operations (continued)</u>														
683	FY 2021/22	Quarterly	Operations	Fiscal Resp	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Work within fiscal year budget	Ongoing	Review and report quarterly via the budget variance report	Robert Delgado, Scott	September	2021	On Schedule		Q1 budget variance reporting completed late 10/26/21. (SO)
681	FY 2021/22	Semi-Annual	Operations	Fiscal Resp	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Continue with Trades Internship Program (TIP), continue to hire prior to Full Time Equivalents (FTE) retirements to maintain a smooth transition	Complete by January 2022 and July 2022	Create a Bi-annual report of TIP success by measuring successful candidate placement from TIP	Robert Delgado and	September	2021	On Schedule		Interns were on hold during COVID. Over the last few months, interns have started to be brought on in Operations. Also partnering with HR and IE Works to bring in interns who are participating in the IE works program. These are individuals who are training in specific crafts and have been fully vetted through their program. Currently North Ops has one Intern through IE works and 1 through IEUA's intern program with the intention of bringing on one more . (SO)
690	FY 2021/22	Quarterly	Operations	Work place	Continue to promote employee engagement, achievement, and retention	Clearly communicate the Agency's mission, vision, and values to staff to align their goals accordingly through regular all hands meetings. Publicly reward employees' promotions and anniversary achievements	Quarterly FYs 2021/22 and 2022/23	Meet quarterly with union leadership	Randy Lee	October	2021	On Schedule		On schedule
689	FY 2021/22	Semi-Annual	Operations	Work place	Continue to promote employee engagement, achievement, and retention	Clearly communicate the Agency's mission, vision, and values to staff to align their goals accordingly through regular all hands meetings. Publicly reward employees' promotions and anniversary achievements	Bi-annually FYs 2021/22 and 2022/23	Hold at least 2 staff meetings per fiscal year in each department to convey message	Randy Lee	October	2021	On Schedule		On schedule
691	FY 2021/22	Quarterly	Operations	Business	Update the Agency's 5-Year Strategic Plan	Continued commitment to sustainable cost containment of operating and capital costs	Ongoing	Full budget utilization	Robert Delgado Scott	October	2021	On Schedule		FY21/22 Q1 Budget variance review completed. Estimating full budget utilization by end of FY. (JZ)
<u>Strategic Planning & Resources</u>														
661	FY 2021/22	Quarterly	Technical Resources	Fiscal Resp	Evaluation of Agency Program Rates	Update NRWS, RW Rate Study and Return to Sewer flow studies to develop sustainable rate structures that are legally defensible	Complete by June 2022	Take Non-Reclaimable Wastewater and Recycled Water rate studies and proposed rates to the Board of Directors for adoption	Sylvie Lee	October	2021	On Schedule		Staff is collaborating with the Contracting Agencies on the RW rate study. Proposed RW rate structure will be submitted for Board's considerations and approval by FY21/22, 4th Quarter and, if approved, it will be implemented by July 2022.
666	FY 2021/22	Quarterly	Technical Resources	Waste	Update the Agency's Planning Documents: Recycled Water Program Strategy	Update as needed and periodically based on changes in conditions, or at a minimum once every 10 years	Complete by December 2021	Complete the PDR for external supply sources and advanced water treatment	Sylvie Lee	October	2021	On Schedule		Technical Feasibility Study (PDR) was completed in October 2021
667	FY 2021/22	Quarterly	Technical Resources	Wastewater	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Periodically update the Wastewater Facilities Master Plan at a minimum every 15 years	Complete by September 2021	Create flow factors for wastewater and recycled water to generate reasonable demand forecasts to 2040	Sylvie Lee	October	2021	On Schedule		Completed the WW and RW flow factors in August 2021

Business Goals & Objectives Report By Department

Exhibit B

Department: ALL
Report Month: July, August, September Year: 2021

Goal ID	FY Start	Reporting Required	Division	Bus. Goal	Work Plan	Department Goal	Timeline	KPI	Assigned To	Note Month	Note Year	Status	Complete	Notes
Strategic Planning & Resources (continued)														
665	FY 2021/22	Quarterly	Technical Resources	Water	Update the Agency's Planning Documents: Recycled Water Program Strategy	Update as needed and periodically based on changes in conditions, or at a minimum once every 10 years	Complete by September 2021	Complete RW demand forecast model	Sylvie Lee	October	2021	On Schedule		Completed the RW Demand Forecast model in August 2021
663	FY 2021/22	Semi-Annual	Technical Resources	Work place	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Ensure adequate staffing is available with regular or contract services to complete department objectives	Ongoing	Review staffing levels to ensure the department can complete all assignments in a timely and efficient manner	Sylvie Lee	October	2021	On Schedule		Department managers to meet with senior management to discuss department organization structure and also the next steps in filling one vacancy.

Inland Empire Utilities Agency
Inter-Departmental / Division Transfers FY 2021/22
Budget Transfer

Exhibit C-1

TRANSFER FROM							TRANSFER TO					
Fund	Fund Name	Date	Cost Center	GL Account	Category	Amt Transfer Out	Cost Center	GL Account	Category	Amount Transfer In	Description	QTR
10200	Administrative Services	8/23/2021	127100	511240	Office & Administration	\$15,000.00	118100	521410	Professional Fees & Services	\$15,000.00	Transfer \$15,000 from Engineering to BIS for the purpose of purchasing thirty (30) additional web-based DocuSign licenses for the Agency.	1
		8/24/2021	122100	520950	Professional Fees & Services	\$21,000.00	120100	511310	Office & Administration	\$21,000.00	Requesting to transfer funds from the Professional Services-TrainingCnslt account into the Employee Recognition account to ensure sufficient funds for employee recognition packages.	1
10800	Regional Wastewater Operations & Maintenance	8/10/2021	130151	521080	Professional Fees & Services	\$30,000.00	130412	521080	Professional Fees & Services	\$30,000.00	The funds being transferred are for consulting services needed to obtain environmental permits for Magnolia Channel. These environmental permits that are reissued every 5 years by the Army Corps of Engineers (Nationwide Permit), Regional Water Quality Control Board (401 Certification / Waste Discharge Requirements), and California Department of Fish & Wildlife (Streambed Alteration Agreement) are required for Magnolia Channel sediment removal maintenance activities.	1
					Total O&M Transfers Out	\$66,000			Total O&M Transfers In	\$66,000		

Inland Empire Utilities Agency
FY 2021/22 General Manager Contingency Account Activity
Budget Transfer

Date	From Expense Account	Amount Transfer Out	Receiver Fund Name	Receiver Fund Center Name	Receiver Project / Expense Account	Receiver Project / Expense Account Name	Amount Transfer In	Balance	Justification
Beginning Balance, July 1, 2021								\$250,000	
No Activity									
Balance, September 30, 2021								\$250,000	

GM Contingency Transfers Summary by Fund	
Administrative Services program	\$250,000
Recharge Water program	-
Non-Reclaimable Wastewater program	-
Recycled Water program	-
Regional Wastewater O&M program	-
Regional Wastewater Capital program	-
Water Resources program	-
Total GM Contingency Transfers	250,000

Inland Empire Utilities Agency
Changes in Total Project Budget: Inter-Departmental/Division Capital & O&M Transfers FY 2021/22

Exhibit D

Fund	Transfer Date	Project Number	Project Title	Adopted Total Project (TP) Budget	Prior TP Changes in Current FY	Amt. of Transfer In / (Out)	New TP Budget	Annual Project Budget	Annual Proj. Budget Change	New Annual Project Budget	Project Transferred To/(From)	Justification
Capital Projects												
10800	8/31/21	EP21003	South Major Facilities	\$600,000	\$0	\$0	\$600,000	\$701,486	(\$395,000)	\$306,486	EP22003	Transfer \$395,000.00 from project EP21003 (last FYs' project) to project EP22003 (current FYs' project). Project EP22003 is established to support South Maintenance Major Facilities Repairs and Replacement.
		EP22003	South Major Facilities	\$395,000	\$0	\$395,000	\$790,000	\$0	\$395,000	\$395,000	EP21003	
	9/14/21	EN22034	RP-1 Generator Control Panel Retrofit	\$85,000	\$0	(\$5,000)	\$80,000	\$85,000	(\$5,000)	\$80,000	EN21060	Transfer \$5,000.00 from the RP-1 Generator Control Panel Retrofit/Modernization, Project No. EN22034, to the RP-4 Energy Meters, Project No. EN21060. The budget transfer is needed for the RP-4 Energy Project for closeout expenses including Wood Consulting's augmented staff support to finalize the internal ISS programming.
		EN21060	RP-4 Energy Meters	\$50,000	\$0	\$5,000	\$55,000	\$0	\$5,000	\$5,000	EN22034	
Subtotal Regional Wastewater Operations & Maint. (RO):				\$1,130,000			\$1,525,000	\$786,486		\$786,486		
				Capital Total Project Budget				Total Annual Capital Budget				
				Adopted			Amended	Adopted		Amended		
				\$1,130,000			\$1,525,000	\$786,486		\$786,486		
O&M Projects												
10700	7/28/21	WR21013	Sponsorships & Public Outreach	\$174,300	\$0	(\$200)	\$174,100	\$153,082	(\$200)	\$152,882	WR20013	Transfer \$200.00 from WR21013 to WR20013 to cover an invoice from Kandid Graphics, already in process.
		WR20013	Sponsorships & Public Outreach	\$29,424	\$0	\$200	\$29,624	\$2,916	\$200	\$3,116	WR21013	
Subtotal Water Resources (WW):				\$203,724			\$203,724	\$155,998		\$155,998		
				O&M Total Project Budget				Total Annual O&M Project Budget				
				Adopted			Amended	Adopted		Amended		
				\$203,724			\$203,724	\$155,998		\$155,998		



FY 2021/22 Budget Variance Report 1st Quarter Ended September 30, 2021

Javier Chagoyen-Lazaro

Acting Exec. Manager of Finance & Accounting/AGM

December 2021

FY 2021/22 1st Quarter Ended September 30, 2021

(\$ Millions)

	Amended Budget	Budget Year-To-Date (YTD)	Actual YTD	% Budget Used YTD
Total Sources of Funds	\$360.2	\$90.0	\$56.9	63.2%
Total Uses of Funds	(477.8)	(119.4)	(70.6)	59.1%
Net Increase/(Decrease)	(\$117.6)	(\$29.4)	(\$13.7)	

Highlights

Total Sources of Funds

- The significant variance is primarily due to the timing of property tax receipts which commence in November of each fiscal year.
- No grant and loan receipts were processed for the first quarter which are primarily reimbursable in nature, due to lower capital expenditures.

Total Uses of Funds

- Favorable variance continues to reflect the effects of the Coronavirus (COVID-19) pandemic
- Lower than budgeted administrative and operating expenses and timing of capital project execution account

FY 2021/22 1st Quarter Ended September 30, 2021

(\$ Millions)

Sources of Funds Operating Revenues	Amended Budget	Budget Year- To-Date (YTD)	Actual YTD	% Budget Used YTD
User Charges	\$93.8	\$23.4	\$23.7	101.0%
Recycled Water Sales	17.3	4.3	6.2	143.8%
MWD Imported Water Sales	47.4	11.9	16.2	137.1%
Other Operating Revenues*	10.4	2.6	1.8	68.3%
Total Operating Revenues	\$168.8	\$42.2	\$47.9	113.5%

**Other operating revenues includes contract cost reimbursement and interest revenue.*

Highlights

User Charges includes:

- Monthly EDU sewer charges
- Non-reclaimable wastewater pass-thru charges
- Monthly MEU charges and MWD RTS pass-thru fees

Recycled Water and MWD Imported Water Sales

- Higher demand due to low precipitation and warm weather

FY 2021/22 1st Quarter Ended September 30, 2021

(\$ Millions)

Sources of Funds Non-Operating Revenues	Amended Budget	Budget Year- To-Date (YTD)	Actual YTD	% Budget Used YTD
Property Tax	\$57.5	\$14.4	\$0.0	0.0%
Connection Fees	37.9	9.5	8.3	88.1%
Grants and Loans	94.3	23.6	0.0	0.0%
Other Non-Operating Revenues*	1.6	0.4	0.6	150.7%
Total Non-Operating Revenues	\$191.4	\$47.8	\$9.0	18.8%
Total Operating Revenues	\$168.8	\$42.2	\$47.9	113.5%
Total Sources of Funds	\$360.2	\$90.0	\$56.9	63.2%

**Other non-operating revenues includes project reimbursements, lease revenue, and miscellaneous sales.*

Highlights

- Property tax receipts commence in November
- Grants & loans dependent on capital expenditures

New Connections to Regional Systems

- Actual 810 EDU ~ Budget 4,000 EDU
- Actual 1,326 MEU ~ Budget 4,700 MEU

FY 2021/22 1st Quarter Ended September 30, 2021

(\$ Millions)

Uses of Funds Operating Expenses	Amended Budget	Budget Year- To-Date (YTD)	Actual YTD	% Budget Used YTD
Employment Expenses (net of CIP)	\$63.2	\$15.8	\$13.5	85.5%
Professional Fees & Services	16.0	4.0	1.5	36.5%
Utilities	12.9	3.2	2.4	73.9%
MWD Water Purchases	47.4	11.9	16.2	137.1%
O&M and Reimbursable Projects	21.9	5.5	1.1	20.0%
Other Operating Expenses*	32.1	8.0	4.5	56.2%
Total Operating Expenses	\$193.6	\$48.4	\$39.2	81.0%

**Other operating expenses includes insurance, operating fees, chemicals, biosolids, materials & supplies, and office & admin.*

Highlights

- COVID-19 response to ensure the safety of our employees, vendors, and the public
- Minimizing travel, conferences, and related costs
- Deferred non-critical preventive maintenance

Employment

- Includes quarterly allocation toward unfunded liabilities
- Recruitment efforts focused on the most essential positions

FY 2021/22 1st Quarter Ended September 30, 2021

(\$ Millions)

Uses of Funds Non-Operating Expenses	Amended Budget	Budget Year- To-Date (YTD)	Actual YTD	% Budget Used YTD
Capital Projects	\$264.3	\$66.1	\$29.5	44.6%
Financial Expenses	19.4	4.9	1.5	31.7%
Other Non-Operating Expenses*	0.5	0.1	0.3	252.2%
Total Non-Operating Expenses	\$284.2	\$71.0	\$31.3	44.1%
Total Operating Expenses	\$193.6	\$48.4	\$39.2	81.0%
Total Uses of Funds	\$477.8	\$119.4	\$70.6	59.1%

**Other non-operating expenses includes SAWPA member contribution and other miscellaneous expenses.*

Highlights

- Some delays in contract awards for capital projects due to COVID-19
- Principal & interest payment for bonds and State Revolving Fund (SRF) due in ensuing quarters



Operating and Capital Program Budget



FY 2021/22 and 2022/23

The Inland Empire Utilities Agency is committed to meeting the needs of the region by providing essential services in a regionally planned and cost effective manner while safeguarding public health, promoting economic development and protecting the environment.



Questions

The Budget Variance Analysis report is consistent with the Agency's business goal of fiscal responsibility to ensure actual revenues and expenditures are consistent with those approved by the Board of Directors.



909-993-1675



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INFORMATION
ITEM

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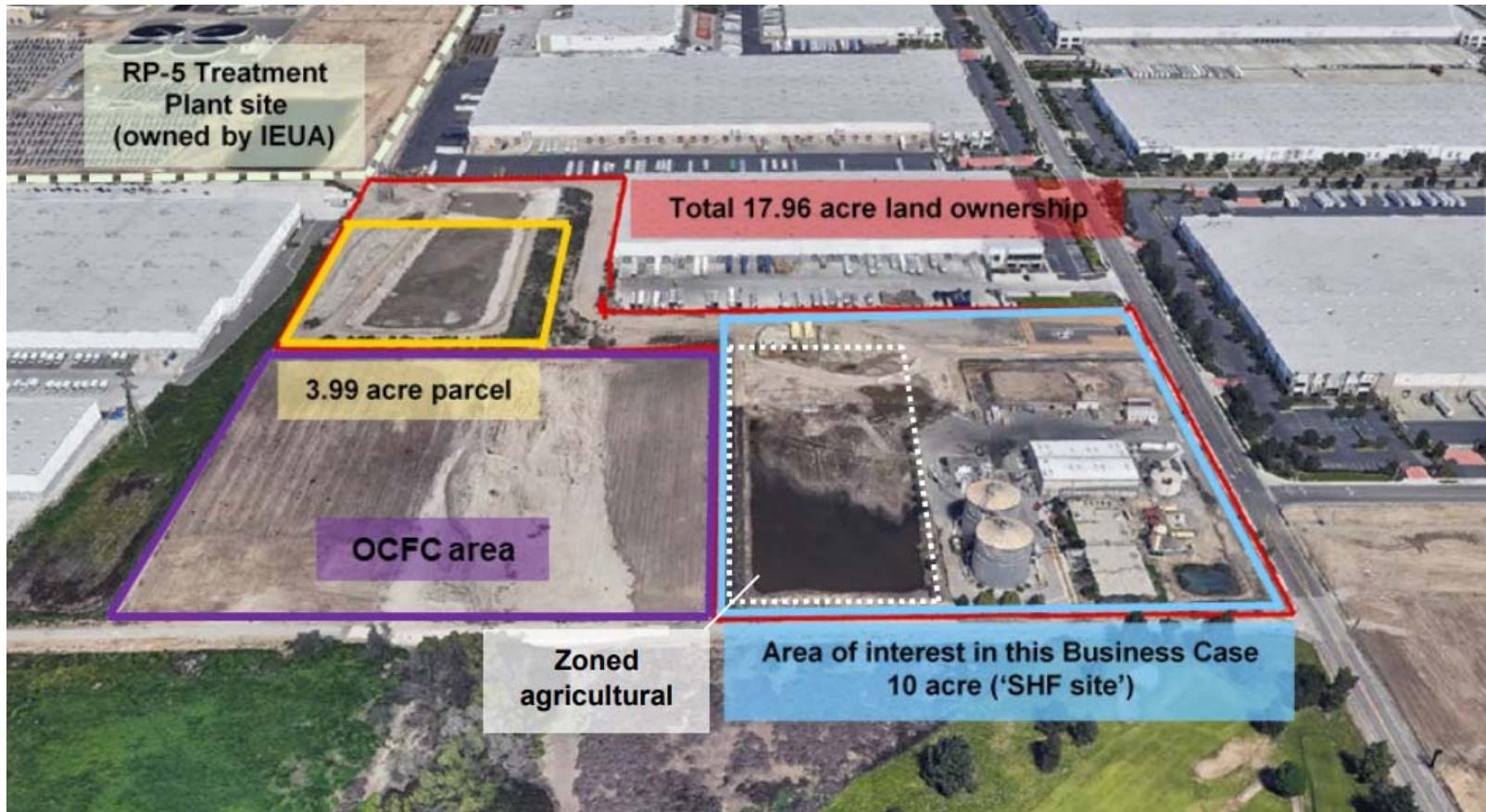


RP-5 Solids Handling Facility Future Uses Evaluation Update

Project No. EN20034.03

Jamal Zughbi, P.E.
Senior Engineer
December 2021

Project Location/Site Layout



Solids Handling Facility Current Status



- RP-5 Solids Handling Facility (SHF) offline since April 2019
- Partially utilized for the RP-5 Expansion Contractor Laydown and Parking
- Completed SHF Future Uses Evaluation report in October 2021
- Preparing a Request for Proposals (RFP) for third-party engagement/ site utilization

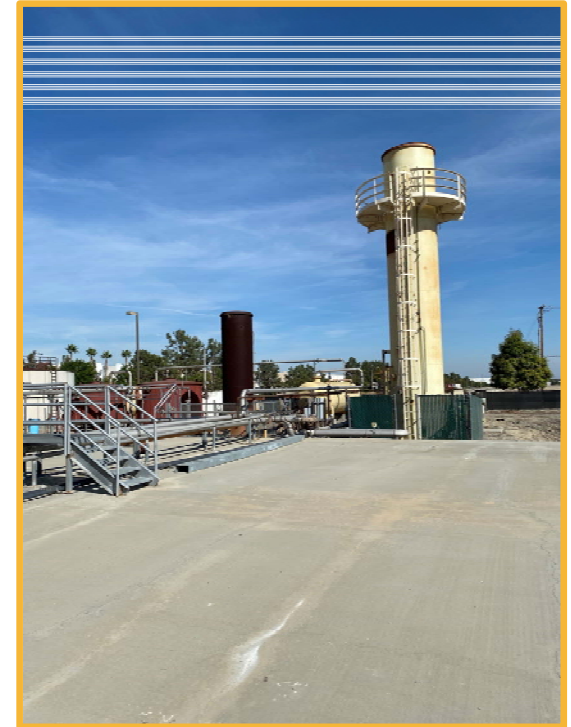
RFP Approach/Scope

- **RFP Purpose/Steps**
 - Gauge third-party firms' interest in the RP-5 SHF utilization
 - Conduct meetings to discuss goals and objectives
 - Engage IEUA member agencies in the RFP process (RFP review, proposals evaluation, permitting, CEQA, etc.)
 - Receive and evaluate proposals
 - Recommendations/Board approval
- **Potential Land Use**
 - 20-year lease or 50-year lease
 - Organics Processing
 - Logistics Hub
- **Site Size:** Half Site or Full Site



RFP Estimated Schedule

Activity	Completion Date
Finalize the SHF Evaluation Report	October 2021
RFP Release	April 2022
Receive Proposals	June 2022
Proposals Evaluation	August 2022
Member Agencies Coordination (City of Chino)	October 2022
Negotiations	December 2022
Board Package/Approval	February 2023
Contract Award	February 2023
Permitting/CEQA Process	August 2023
Site Coordination/Logistics	TBD



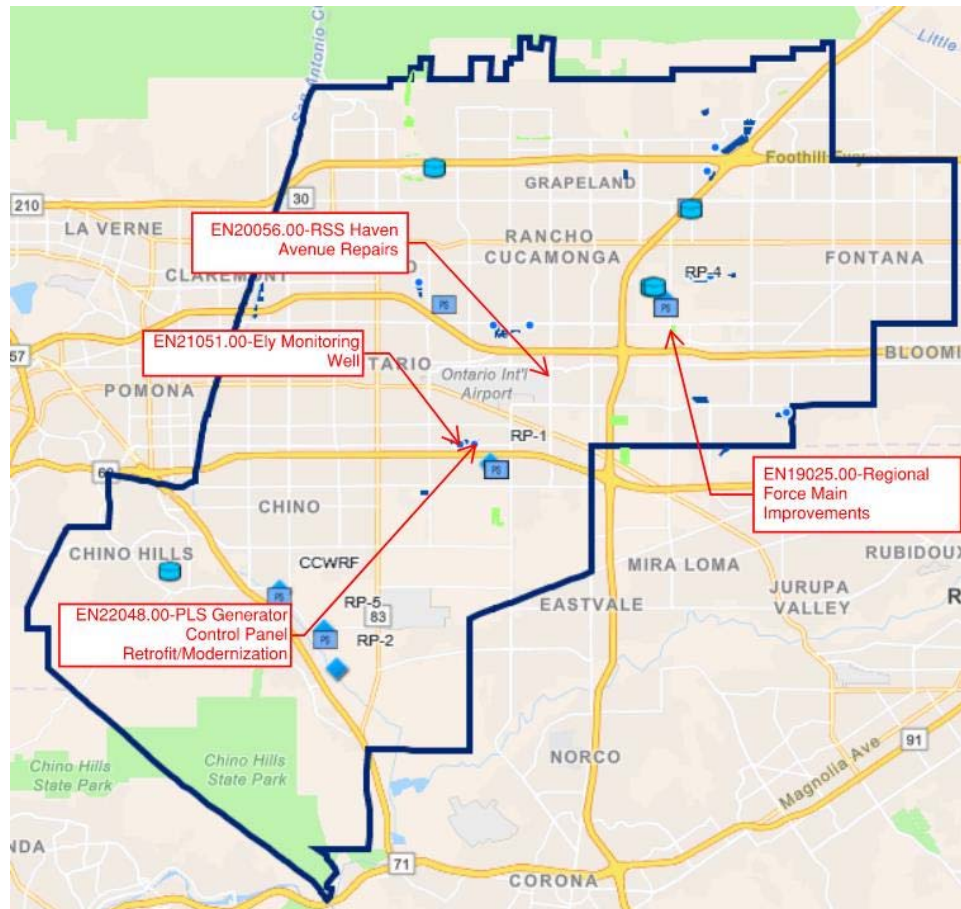
INFORMATION
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3F



Engineering and Construction Management Project Updates

Jerry Burke, P.E.
Manager of Engineering
December 2021



Project Location Map

Regional Force Main Improvements

Project Goal: Increase Reliability



Existing MH Surcharging

Total Project Budget: \$4.8 M
Project Completion: July 2022
Construction Percent Complete: 15%

Phase	Consultant/ Contractor	Current Contract	Amendments/ Change Orders
Design	GHD	\$450 K	0%
Construction (Current)	Ferreira	\$3.8 M	0%
Project Management Team			
Project Manager:		Biesiada, Josh	
Assistant/Associate Engineer:		Trott, Megan	
Administrative Assistant:		Wallace and Associates, Inc.	
Inspector:		MWH	

RSS Haven Avenue Repairs

Project Goal: Increase Asset Life

Total Project Budget: \$5.8 M
Project Completion: December 2021
Construction Percent Complete: 95%

Phase	Consultant/ Contractor	Current Contract	Amendments/ Change Orders
Design	GHD	\$278 K	2.8%
Construction (Current)	Charles King Company	\$1.5 M	0%
Project Management Team			
Project Manager:		Biesiada, Josh	
Assistant/Associate Engineer:		Trott, Megan	
Administrative Assistant:		Wallace and Associates, Inc.	
Inspector:		MWH	



Liner Installation 2

PLS Generator Control Panel Retrofit

Project Goal: Increase Asset Life



Generator and Panel Locations

Total Project Budget: \$110 K
Project Completion: August 2022
Construction Percent Complete: 5%

Phase	Consultant/ Contractor	Current Contract	Amendments/ Change Orders
Design	In House	\$0	0%
Construction (Current)	Ferreira	\$81 K	0%
Project Management Team			
Project Manager:		Simpson, James	
Assistant/Associate Engineer:		Asprer, Kevin	
Administrative Assistant:		Wallace and Associates, Inc.	
Inspector:		N/A	

Ely Basin Monitoring Well Replacement

Project Goal: Increased Reliability

Total Project Budget: \$585 K

Project Completion: September 2022

Design Percent Complete: 30%

Phase	Consultant/ Contractor	Current Contract	Amendments/ Change Orders
Design (Current)	GHD	\$46 K	0%
Construction	TBD	\$0	0%
Project Management Team			
Project Manager:		Zughbi, Jamal	
Assistant/Associate Engineer:		Ferrer, Karen	
Administrative Assistant:		Wood Consulting	
Inspector:		TBD	



Ely Basin Partial View

**INFORMATION
ITEM**

3G



November 24, 2021

To: Inland Empire Utilities Agency

From: Michael Boccadoro
Beth Olhasso

RE: November Report

Overview:

While the October bomb cyclone that hit Northern California brought some much-needed precipitation, dry conditions have returned to the state. Water managers are still hoping for some more strong storms as the winter progresses to help replenish critically low storage. The State Water Resources Control Board seems to be waiting until later in the winter to decide if more substantial water restrictions are needed.

The State Water Resources Control Board recently released a proposed maximum contaminant level (MCL) for hexavalent chromium (chrom-6) in drinking water provided by public water systems in California ranging from .01-.15 mg/L.

State officials CAL EPA Secretary Jared Blumenfeld and Natural resources Secretary Wade Crowfoot, recently announced that they are rejecting the proposed Voluntary Agreement on the San Joaquin River and urge the water board to resume direct regulation of San Joaquin river flows. The letter states that the voluntary actions proposed by water agencies fall short of needed flow and habitat improvements. The Voluntary Agreement on the Sacramento River is moving forward towards final adoption.

A new statewide initiative was filed with the Secretary of State recently. The “Water Infrastructure Funding Act of 2022” would allocate two percent of the state general fund, about \$4 billion per year, for projects to expand water supplies including new dams, reservoirs, desalination plants, recycled water and other projects that would upgrade existing infrastructure.

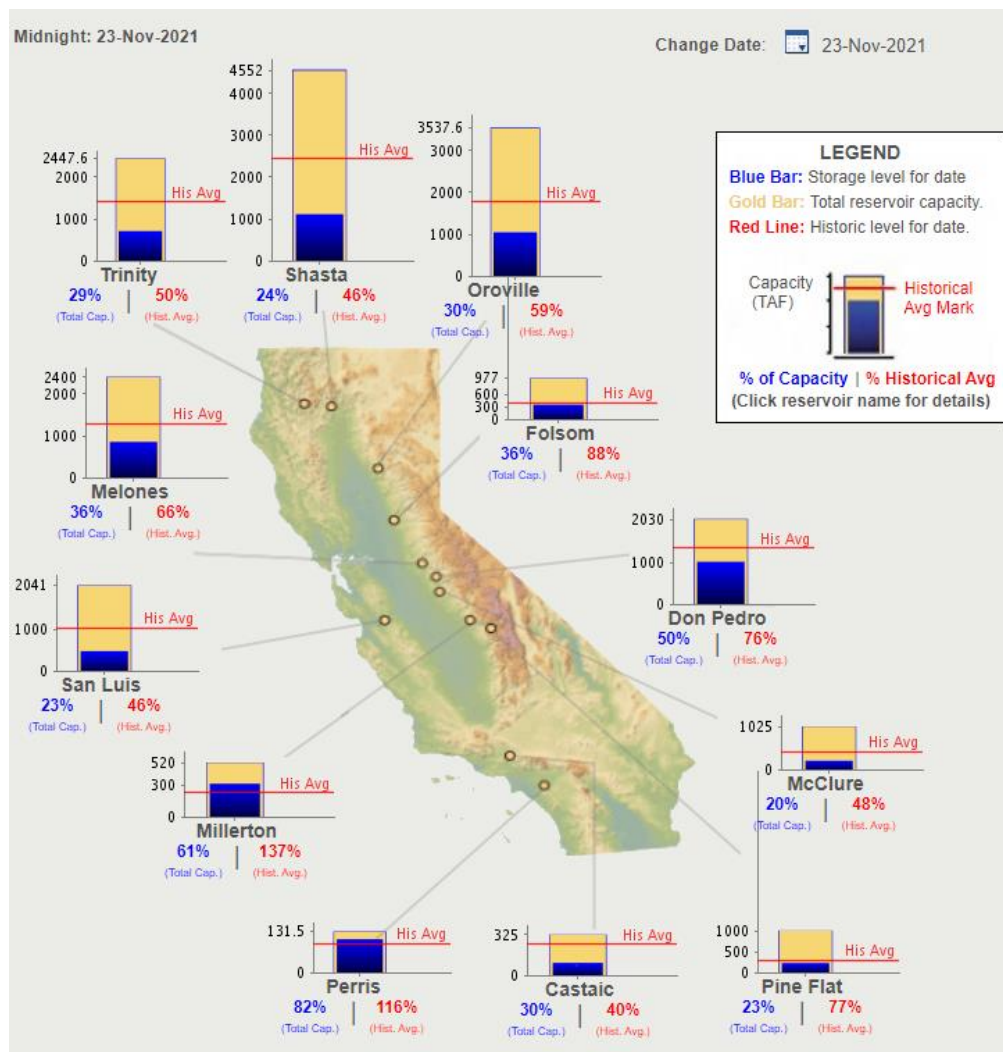
The Legislature remained quiet in October, with members working from their district offices. The big news coming out of Sacramento is the \$32 billion surplus predicted by the Legislative Analyst Office and the Department of Finance. Legislators will return January 3 to begin the second year of the two-year session. The Governor will release his proposed budget by January 10, kicking off the months-long process to set the state’s fiscal plan for the 2022-23 budget year.

Inland Empire Utilities Agency

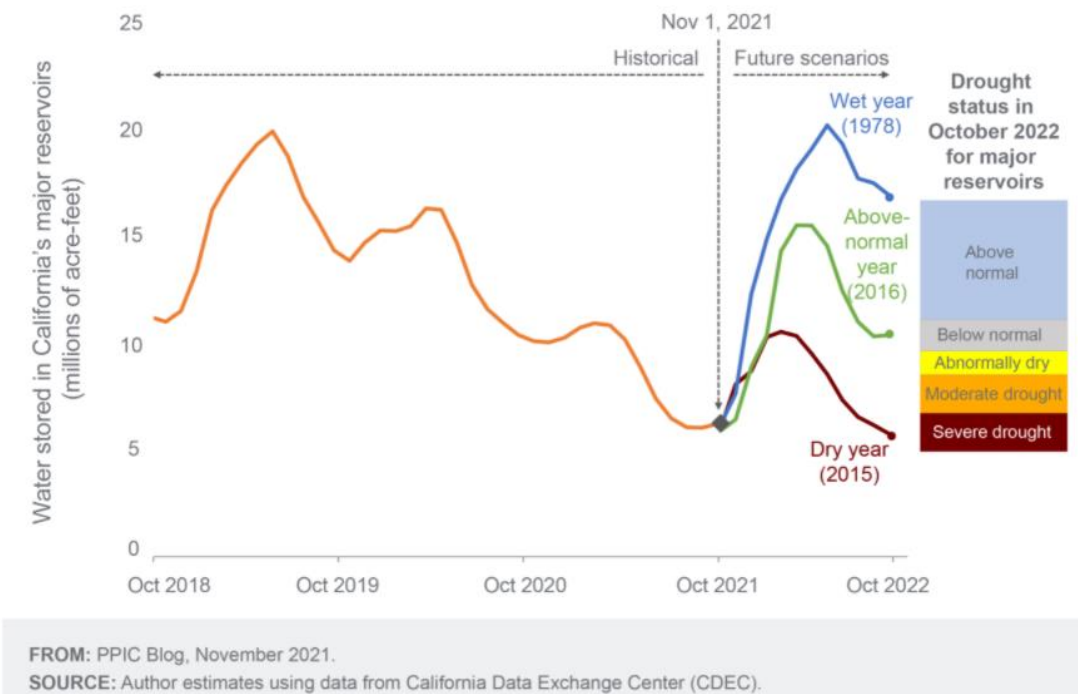
Status Report – November 2021

Water Supply Conditions

While the October bomb cyclone that hit Northern California brought some much-needed precipitation, dry conditions have returned to the state. What snow fell has largely melted, leaving water managers still concerned about water supplies for 2022. Lake Oroville got a boost from the storm and is sitting at 59 percent of historical average and 30 percent capacity. San Luis Reservoir, the main south-of-Delta storage facility for the State Water Project, also saw a boost from the storm and is at 46 percent of average for this time of the year and 23 percent capacity.



Only a wet year will take California's reservoirs out of drought conditions



State Water Board Starts Process for Chrom-6 MCL

The State Water Resources Control Board recently released a proposed maximum contaminant level (MCL) for hexavalent chromium (chrom-6) in drinking water provided by public water systems in California. The process for a chrom-6 MCL has been long and controversial. In late 2013 CA Department of Public Health proposed an MCL of 0.010 milligram per liter, which was adopted and effective in July of 2014. In 2017 the Superior Court of Sacramento County issued a judgment invalidating the chrom-6 MCL for drinking water stating that the State Board failed to comply with one of the requirements of the Safe Drinking Water Act for adopting an MCL. In particular, the department “Failed to properly consider the economic feasibility of complying with the MCL.” The Court did not decide whether the MCL was economically feasible, if the MCL adequately protected public health nor did it reach a conclusion about whether the MCL was too high or too low. The State Board decided it was more expedient to begin the process of adopting a new MCL then to appeal the Court’s decision.

The draft MCL also includes methods for compliance by identifying three treatment technologies identified as “best available technology:” ion exchange, reduction-coagulation/filtration and reverse osmosis. In addition the MCL also considers non treatment alternatives including removing contaminated wells from production, blending, new well construction, switching water sources, or consolidation with another water system that meets the MCL.

The recent release from the State Board indicates they are considering 17 possible MCLs .01-.15 mg/l, .20 and .25 mg/l.

The comment period ends on December 6 with a public scoping meeting on November 26, via Zoom.

Voluntary Agreement and Other Delta News Update

State officials, CAL EPA Secretary Jared Blumendelf and Natural resources Secretary Wade Crowfoot, recently announced that they are rejecting the proposed Voluntary Agreement on the San Joaquin River and urge the water board to resume direct regulation of San Joaquin river flows. The letter states that the voluntary actions proposed by water agencies fall short of needed flow and habitat improvements.

Now the state board will resume the proceeding to implement flow objectives established by the 2018 Bay-Delta Plan for the Lower San Joaquin River and its three major tributaries, the Stanislaus, Toulumne and Merced Rivers. There is still opportunity for the VA process to resume, if there is a new proposal for “necessary levels of additional water flows and habitat.”

There is a strong likelihood that there will be a prolonged and contentious legal battle in the coming months over the flow requirements on the San Joaquin River.

There is good news concerning the Sacramento River Voluntary Agreement, the major source of water for MWD. The draft agreement is moving toward final approval, which would avoid the mandatory flows requirement that was proposed by the SWRCB in 2018.

The Delta Stewardship Council recently released their Draft 2022-2026 Science Action Agenda (SAA). The SAA is a focused science agenda for the Delta that prioritizes and aligns science actions to inform management decisions, identifies major gaps in knowledge, and promotes collaborative science. It also establishes a foundation for funding critical science investigations.

The six Management Needs are:

1. Improve coordination and integration of large-scale experiments, data collection, and evaluation across regions and institutions.
 2. Enhance monitoring and model interoperability, integration and forecasting.
 3. Expand multi-benefit approaches to managing the delta as a social-ecological system.
 4. Build and integrate knowledge on social process and behavior of Delta communities and residents to support effective and equitable management.
 5. Acquire the new knowledge and synthesize existing knowledge of interacting stressors to support species recovery and ecosystem health.
 6. Assess and anticipate climate change impacts to support successful adaptation strategies.
- Once finalized, the SSA will be used to guide competitive and non-competitive science funding for the DSC and its partners.

Ballot Initiative Filed

A new statewide initiative was filed with the Secretary of State recently. The “Water Infrastructure Funding Act of 2022” would allocate two percent of the state general fund, about \$4 billion per year, for projects to expand water supplies including new dams, reservoirs, desalination plants, recycled water and other projects that would upgrade existing infrastructure.

The pipeline of funding would continue until five million acre-feet of new water is created, a 13 percent increase in water supplies. The Legislative Analyst Office estimates it could take several decades and about \$100 billion to reach the five million acre-feet goals.

In addition to the funding allocations, the initiative would ease CEQA and Coastal Commission review for all projects funded through the new program—a provision vigorously opposed by the environmental community.

The proponents need to collect close to one million valid signatures by April 29 in order to qualify for the November ballot.

Legislative Update

The Legislature remained quiet in October, with members working from their district offices. The big news coming out of Sacramento is the \$32 billion surplus predicted by the Legislative Analyst Office and the Department of Finance. With required school spending and the “State Appropriations Limit,” it is estimated that the Governor and the Legislature have between \$3 and \$8 billion in “discretionary” funds they can allocate in the 2022-2023 fiscal year. The Governor’s proposed budget will be released by January 10 and the Legislature until June 15 to pass a budget. Of course, the 2021-2022 budget surplus wasn’t totally allocated by the legislature until September, so the timeline of when the surplus will be allocated is rather unpredictable.

The Legislature will return on January 3 to begin the second year of the two-year session.

			teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the local agency also give notice of the means by which members of the public may observe the meeting and offer public comment and that the legislative body have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act, as provided.		
AB 1434	Asm. Friedman	Urban water use objectives: Indoor water use	Would establish, beginning January 1, 2023, until January 1, 2025, the standard for indoor residential water use as 48 gallons per capita daily. The bill would establish, beginning January 1, 2025, the standard as 44 gallons per capita daily and, beginning January 1, 2030, 40 gallons per capita daily. The bill would eliminate the requirement that the department, in coordination with the state board, conduct necessary studies and investigations and jointly recommend to the Legislature a standard for indoor residential water use.	OPPOSE Two-Year Bill Must pass out of Assembly by 1/31/22	OPPOSED by ACWA, CASA, WatReuse, CSDA
AB 1500	Asms. E. Garcia/Mullin	Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2022	Would enact the Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2022, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$6,700,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, wildfire prevention, drought preparation, flood protection, extreme heat mitigation, and workforce development programs.	Assembly Rules Committee Must pass out of Assembly by 1/31/22	
SB 45	Sen. Portantino	Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond act of 2022	Would enact the Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2022, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$5,510,000,000 pursuant to the State General Obligation Bond Law to finance projects for a wildfire	SEN Floor Must pass out of Senate by 1/31/22	

			prevention, safe drinking water, drought preparation, and flood protection program.		
SB 222	Sen. Dodd	Water Affordability Assistance Program	Would establish the Water Affordability Assistance Fund in the State Treasury to help provide water affordability assistance, for both drinking water and wastewater services, to low-income ratepayers and ratepayers experiencing economic hardship in California. The bill would make moneys in the fund available upon appropriation by the Legislature to the state board to provide, as part of the Water Affordability Assistance Program established by the bill, direct water bill assistance, water bill credits, water crisis assistance, affordability assistance, and short-term assistance to public water systems to administer program components.	Two-Year Bill Assembly Floor	Opposed by ACWA
SB 223	Sen. Dodd	Discontinuation of residential water service	Current law prohibits an urban and community water system, defined as a public water system that supplies water to more than 200 service connections, from discontinuing residential water service for nonpayment until a payment by a customer has been delinquent for at least 60 days. Current law requires an urban and community water system to have a written policy on discontinuation of residential service for nonpayment, including, among other things, specified options for addressing the nonpayment. Current law requires an urban and community water system to provide notice of that policy to customers, as provided. This bill would apply those provisions, on and after July 1, 2022, to a very small community water system, defined as a public water system that supplies water to 200 or fewer service connections used by year-long residents.	Two-Year Bill Must pass out of Senate by 1/31/22	Opposed by ACWA
SB 230	Sen. Portantino/ CMUA & MWD	State Water Resources Control Board: Constituents of Emerging Concern	Would require the State Water Resources Control Board to establish, maintain, and direct an ongoing, dedicated program called the Constituents of Emerging Concern Program to assess the state of information and recommend areas for further study on, among other things, the occurrence of constituents of emerging	SUPPORT Must pass out of Senate by 1/31/22	

			concern (CEC) in drinking water sources and treated drinking water. The bill would require the state board to convene, by an unspecified date, the Science Advisory Panel to review and provide recommendations to the state board on CEC for further action, among other duties. The bill would require the state board to provide an annual report to the Legislature on the ongoing work conducted by the panel.		
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INNOVATIVE FEDERAL STRATEGIES, LLC

Comprehensive Government Relations

MEMORANDUM

To: IEUA Community and Legislative Affairs Committee

From: Letitia White, Jean Denton, and Drew Tatum

Date: November 29, 2021

Re: November Monthly Legislative Update

House Passes Build Back Better Act

On Friday, November 19, the House passed H.R.5376, the Build Back Better Act (reconciliation bill) by a vote of 220 to 213. Only one Democrat, Representative Jared Golden (D-ME) joined Republicans in voting against the legislation. The House had originally planned to pass the legislation on Thursday, November 18 during the evening, but House Minority Leader Kevin McCarthy (R-CA) took advantage of a “magic minute” to effectively filibuster the bill that night in an 8.5-hour speech on the floor. Republican and Democratic Leaders are given wide latitude in their recognition as party leaders, meaning they are not cut off during “one minute” speeches on the floor.

Final passage came after the Congressional Budget Office estimated “that enacting this legislation would result in a net increase in the deficit totaling \$367 billion over the 2022-2031 period, not counting any additional revenue that may be generated by additional funding for tax enforcement.”

The White House believes that counting for additional tax enforcement, the legislation would save \$112 billion over a decade.

Additionally, before final passage, the House adopted a Rule that made “technical changes to narrow U.S. Code citations and references to comply with Senate procedural requirements.” These changes were made after a partial review “privilege scrub” by the Senate Parliamentarian to determine if the House had included provisions that might cause the legislation to lose its privileged status for a simple majority vote in the Senate.

As the legislation moves to the Senate, there are still questions about the timing for consideration and what changes the Senate may seek to make in an effort to secure the votes for passage. Progressives, including Senate Budget Committee Chairman Bernie Sanders (I-VT), have raised concerns about the SALT provisions included in the legislation. Moderates, including Senator Joe Manchin (D-WV), have continued to express concerns about inflation and the potential impact government spending has had on rising prices.

Senate Majority Leader Chuck Schumer (D-NY) has indicated he’d like the chamber to vote on the legislation before the end of the year, but there are other priorities that will be competing for floor time. When the Senate returns from Thanksgiving, the chamber is expected to complete

consideration of the National Defense Authorization Act and pass another short-term continuing resolution before considering the reconciliation bill.

A summary of the Build Back Better Act, as passed by the House, is included below.

Another Continuing Resolution Likely Needed Following December Deadline

Senate Appropriations Committee Vice Chairman Richard Shelby (R-AL) recently said another continuing resolution (CR) will likely be needed in December to fund the government, following an initial meeting between top lawmakers on the House and Senate appropriations committees over fiscal 2022 funding bills.

Shelby told reporters after the meeting that an additional continuing resolution will probably be needed to fund the government after December 3, when funding from the stopgap bill passed in late September is set to expire.

Senator Shelby also said a handful of Republicans would be on board with a full-year CR. He did note, however, that such a move is not what he would like but is “probably what we got.”

Democrats, however, do not seem to be on the same page about a one-year continuing resolution.

Senator Patrick Leahy (D-VT), the chairman of the Appropriations Committee, said in a statement that a string of continuing resolutions “is not a responsible way to govern.”

He appeared to call out Republicans for not negotiating with Democrats on a government funding bill in September.

“Republicans seem to want to drive us into a full year continuing resolution. Democrats made a good faith offer last month that provided a 5 percent increase in defense spending, which is consistent with the bipartisan NDAA [National Defense Authorization Act], but it takes two to negotiate. We still have not received a topline offer in response to ours,” Leahy said in a statement after the so-called four corners appropriations meeting.

Democrats on the House Appropriations Committee have also put out a series of press releases over the last few weeks highlighting their opposition to a full year continuing resolution, noting the detrimental impacts it would have on funding levels and policy provisions.

Though the meeting was not expected to produce any results, as it was a preliminary huddle, the conflicting perspectives offer a preview of the political clash that will likely come to a head in early December when funding from the stopgap bill is set to expire.

The Biden Administration is also pressuring Congress to pass the annual government funding bills with bipartisan support. The Office of Budget and Management (OMB) sent out a fact sheet urging Congress to “reach a bipartisan, bicameral agreement” on the fiscal year 22 appropriations bills. OMB noted that the bills are vital to addressing the country’s most critical needs.

Though there have been government funding proposals from Democrats in both the House and Senate, OMB said it “looks forward to seeing a proposal from House and Senate Republicans.”

OMB echoed sentiments cautioning against a full-year CR, adding, “Reaching an agreement on appropriations, and avoiding the continuation of 2021 funding levels under a full-year continuing resolution (CR), is critical for priorities. Congress has a long history of reaching bipartisan appropriations agreements that benefit the American people and fund critical public health services. Over the coming weeks, lawmakers have an opportunity and obligation to do so again.”

Democrats are already bracing for the December cliff, when they will face a government funding deadline and a debt ceiling crisis.

Congress approved a continuing resolution in late September after the two parties were unable to come to an agreement on a long-term funding bill.

Democrats had sought to include a debt ceiling increase in the funding bill, but Republicans were strongly opposed to helping raise the limit, instead urging their counterparts to do so through single-party reconciliation.

Democrats ultimately decided to eliminate the debt ceiling increase from the funding bill, instead passing a separate short-term debt hike. Republicans got on board with that initiative, but Senate Minority Leader Mitch McConnell (R-KY) said the GOP will not support a similar measure in December. While the legislation to raise the debt ceiling was originally designed to run through approximately December 3, the Treasury Department has estimated that it will be able to meet existing obligations through at least mid-December, giving lawmakers an extra week or two to negotiate a path forward.

Ahead of the December 3 expiration of the continuing resolution, lawmakers are expected to pass another stopgap funding measure that either runs through December 17 or mid-to-late January, giving appropriators additional time to negotiate a topline spending agreement.

Administration Publishes Vaccination Mandate for Businesses

This month the Biden administration published its vaccination mandate for businesses, setting a January 4 deadline, in line with the date set for health care workers and employees of federal contractors.

The administration said it was on strong legal grounds with the rule, which an official noted is not technically a vaccine mandate, as businesses can also choose to make regular testing and mask-wearing an option.

The mandate, which applies to businesses with at least 100 employees and is expected to cover 84 million people, was developed by the Occupational Safety and Health Administration (OSHA).

Innovative Federal Strategies LLC

Senior administration officials said OSHA's emergency temporary standard (ETS) to enact the mandate is "well within OSHA's authority under the law and consistent with OSHA's requirements to protect workers from health and safety hazards, including infectious diseases."

Officials also said there is "well established legal precedent" for OSHA's authority to develop safety and health standards and that OSHA has "broad authority" to issue and enforce health and safety standards.

When Biden announced the sweeping vaccine-or-test mandate in September, he faced immediate and fierce opposition from Republican governors.

Texas Governor Greg Abbott (R), who ordered that no business in Texas can impose a vaccine mandate on employees or customers, and Florida Governor Ron DeSantis (R), who sought to ban vaccine mandates in his states, have vowed to fight the vaccine mandate in court.

OSHA plans to have programmed or planned inspections, where agents go into workplaces to check that the workplace is in compliance with the rule. For what OSHA refers to as willful violations, a company can be fined \$136,532.

The standard penalty is \$13,653 for a single violation, and the number would increase if there are multiple violations in a workplace.

"Keep in mind that the OSHA rule coming out is not a mandate for a vaccine. Employers can put in a mandatory vaccination program, or there's the other route of vaccination for those who choose to and testing and masks for those other employees that don't," an official said.

The ETS requires employers to develop, implement and enforce a mandatory COVID-19 vaccination policy unless they adopt a policy requiring employees to either get vaccinated or test once a week and wear a face covering at work.

It also requires employers to provide paid time off to workers to get vaccinated and paid leave to employees to recover from any side effects from the vaccine that keep employees from being able to work.

"OSHA estimates that this rule will save thousands of lives and prevent over 250,000 hospitalizations during the six months after implementation," the official said.

OSHA will also help employers develop their vaccine-or-testing requirement by providing sample plans, fact sheets and answers to frequently asked questions, and will begin outreach to businesses.

The deadline for health care workers at facilities participating in Medicare and Medicaid to get fully vaccinated is also January 4, and the administration pushed back the deadline for employees of federal contractors to be fully vaccinated to that date. Unlike for private businesses, there is no testing option for health care workers.

“Bottom line is vaccination requirements work. The actions we're taking tomorrow will lead millions of Americans being vaccinated, protecting workers, saving lives, strengthening our economy, and helping to accelerate our path out of this pandemic,” the official said on Wednesday.

The 5th Circuit Court of Appeals has temporarily blocked the rule, noting the petitioners in the case “give cause to believe there are grave statutory and constitutional issues with the Mandate.” Unless there are additional court rulings in the coming months, OSHA will be barred from enforcing the mandate and further implementing the Emergency Temporary Standard. Note that the ruling does not impact the federal contractors mandate or healthcare workers.

For an emergency regulation to be upheld, OSHA must show that the emergency regulation is necessary to protect employees from “grave danger” due to exposure to “substances or agents determined to be toxic or physically harmful.”

First, the court stated COVID-19 does not pose a grave danger because the virus—which is widely present and not particular to any workplace, and “non-life threatening to a vast majority of employees”—does not arise to such a toxic or physically harmful “substance” or “agent” contemplated by the OSH Act. In concluding this, the Fifth Circuit highlighted OSHA’s prior statements made by the agency earlier in the pandemic that COVID-19 does not pose the kind of emergency that allows OSHA to take the extreme measure of an emergency temporary standard.

Second, with respect to necessity of the ETS, the Fifth Circuit took issue with relationship between the ETS’ vaccination requirements for all employers with over 100 employees and the alleged hazard of COVID-19. In particular, the court noted that the ETS was “the rare government pronouncement” that is both overinclusive and underinclusive. Specifically, the court found the ETS to be overbroad because it defines covered employers not by the actual threat of COVID-19 transmission posed by a specific workplace or to specific workers, but broadly encompasses all workplaces based on the number of employees alone. The court found the ETS to be equally underinclusive in that it fails to protect vulnerable workers simply because a given employer has less than 100 employees, even though these employees are exposed to the identical alleged “grave danger” posed by exposure to COVID-19.

Unlike most cases that are heard first in District Courts, challenges to OSHA rules get reviewed in the first instance at a federal appeals court. When several petitioners are challenging the same rule in several circuits, the cases are ultimately consolidated in one circuit through a process known as the “multicircuit lottery.”

Under that system, broadly speaking, a petitioner who files a case within the first 10 days of the issuance of an OSHA rule and follows certain procedural steps gets its circuit entered into the lottery.

On November 16, 2021, the Judicial Panel of Multidistrict Litigation consolidated all petitions for review of the ETS (including the Fifth Circuit ruling) before the U.S. Court of Appeals for the Sixth Circuit. The Sixth Circuit has jurisdiction over federal appeals from the states of Kentucky, Michigan, Ohio and Tennessee.

White House Climate Adviser Discusses Value of State, Local Policy

White House climate adviser Gina McCarthy emphasized the value of state and local climate action in remarks Monday, November 1 at the COP26 climate summit in Glasgow.

Climate solutions, McCarthy said, are “about how we work with our cities and our small towns [and] what we do in our states to dictate what our values are, and to see them exemplified in our laws and our actions.”

“At some level it’s about the federal government, but change never happens from the top, it always happens from the bottom up,” McCarthy added, citing her own experience working in local and state policy before assuming her federal role.

McCarthy credited President Biden for what she said was his understanding of this dynamic, saying the federal reconciliation package’s climate provisions are “all about asking states to determine what’s best for them [and] working with local communities to help shape how we spend money.”

“This is a partnership, not a dictatorship. We are a community of one, and this president is investing in that community,” she added. “Because we must recognize that in the end, climate change is not a problem for the planet, it is a problem for us.”

Congressional Democrats are currently negotiating several local and state policy provisions in the reconciliation package, including a potential new grant program to states for reducing carbon emissions.

Administration Moves to Restore Water Protections

The Biden administration released a long-awaited proposal to restore wetlands protections lost during the Trump era.

The proposal, which is expected to trigger a wave of new litigation, partially restores the pre-2015 definition of the waters of the United States, or WOTUS, under the Clean Water Act. It substantially unwinds the Trump administration’s Navigable Waters Protection Rule, which lifted federal jurisdiction over many small streams and other wetlands, and prevents developers from needing a federal permit for work in those waterways. The Trump rule was itself a rollback of the Obama administration’s 2015 expansion of water protections.

“In recent years, the only constant with WOTUS has been change, creating a whiplash in how to best protect our waters in communities across America,” said EPA Administrator Michael Regan. Regan has said he wants to land on a durable definition of WOTUS that puts an end to the perpetual back-and-forth between Democrat and Republican administrations. He told a House committee in April the EPA will move forward “not in a ping-pong way,” but in a way that balances wetland protection without overburdening small farmers.

Senator Tom Carper (D-DE), chair of the Senate Environment and Public Works Committee, said the proposal “paves the way” for the EPA and the U.S. Army Corps of Engineers “to develop a definition that provides certainty and better protects our nation’s precious waters and wetlands, while also supporting economic opportunity and industries that depend on clean water.”

Republican lawmakers and industry have argued that an expansion of water protections under the Obama administration went too far, and that the constant tug of war between presidential administrations heightens regulatory uncertainty.

Sen. Shelley Moore Capito (R-WV), Ranking Member of the Environment and Public Works Committee, said in a statement that the proposal confirms the EPA is ultimately going to come up with its own, different definition of WOTUS, “which will likely be even more stringent” than the 2015 rule. “Farmers, ranchers, manufacturers, private land owners, and other stakeholders should expect reduced regulatory certainty and a continued lack of transparency in their livelihoods,” Capito said.

EPA water office chief Radhika Fox conceded during her May Senate confirmation hearing that the Obama rule created “a lot of case-specific jurisdictional determinations.” But in trying to correct that problem, the Trump rule created a situation in which “the vast majority of waters in some of the states are not jurisdictional,” Fox said.

In June, the Justice Department filed a motion in the U.S. District Court for the District of Massachusetts requesting remand of the Trump rule. At the time, Regan said the agency had determined that the rule was “leading to significant environmental degradation.” For example, the EPA said in arid New Mexico and Arizona alone, almost all of the roughly 1,500 streams the agency assessed were found to be non-jurisdictional. The EPA also said it knew of 333 projects that would have required Section 404 permitting prior to the Navigable Waters Protection Rule, but no longer do. Section 404 requires permits for discharging dredged or fill material into federal waters.

Summary of the House-passed Build Back Better Reconciliation Bill:

TAXES

Tax Increases

Changes to corporate and international taxes would include:

- Imposing a 15% minimum tax on income corporations report on their financial statements or “book income,” with adjustments. The provision would apply to corporations with such income over \$1 billion. U.S. companies with foreign parents would also need to have at least \$100 million in income.
- Creating a 1% excise tax on the fair market value of stock buybacks by publicly traded U.S. corporations, including any subsidiary. The provision wouldn’t apply to employee retirement plan funding or if total transactions for the year are less than \$1 million.
- Reducing deductions for foreign income of U.S. companies, which would yield a 15% global intangible low-taxed income (GILTI) rate and 15.8% foreign-derived intangible

income rate, according to a summary from the House Rules Committee. GILTI would also be calculated on a country-by-country basis under the measure.

- Increasing the base erosion and anti-abuse tax (BEAT) to 18% from 10% by tax year 2025.

Individual tax changes would include:

- Imposing a 5% surtax on modified adjusted gross income that exceeds \$10 million. An additional 3% tax would apply to income that exceeds \$25 million. Certain trusts and estates would be subject to the taxes.
- Expanding the 3.8% net investment income tax to cover business income of single filers earning more than \$400,000 and joint filers making more than \$500,000.
- Permanently disallowing excess business losses of noncorporate taxpayers.

The measure also would make changes to retirement plan rules for high-income taxpayers with more than \$10 million in retirement account balances, including prohibiting contributions and requiring minimum distributions above that level.

IRS Enforcement: The measure would provide about \$80 billion in additional fiscal 2022 funding to the Internal Revenue Service, including \$44.9 billion for tax enforcement and \$27.4 billion for operations support. It would specify that the IRS funding boost isn't intended to increase taxes on individuals making less than \$400,000.

Tax Credits

SALT Cap: The measure would increase the \$10,000 cap on the state and local income tax deduction to \$80,000 through 2030. It would return to \$10,000 for 2031 and then expire. Republicans' 2017 tax law (Public Law 115-97) imposed the cap on the amount of individual property and income or sales tax payments individuals can deduct from their federal taxes through 2025.

CTC and EITC: The measure includes tax provisions designed to aid certain households, such as:

- Extending the expanded child tax credit from a March pandemic relief package (Public Law 117-2) for one year, through 2022, and limiting advance payments to taxpayers with income below \$150,000 for joint filers and \$75,000 for single filers. It also would make the credit fully refundable after 2022.
- Extending an expanded version of the earned income tax credit for childless workers for one year, through 2022.

Green Energy: The measure would structure various green energy credits as tiered incentives, providing either a "base rate" or a "bonus rate" of five times the base amount for projects that meet certain prevailing wage and apprenticeship requirements. An additional increased credit amount could be claimed in certain cases if projects comply with domestic content requirements, such as ensuring that any steel, iron, or manufactured product was produced in the U.S.

The new structure would apply to several new and existing credits, including:

- The production tax credit for energy facilities that produce electricity from renewable energy sources, which would be extended through 2026 and increased for facilities in

“energy communities” where a coal mine or a coal-fired electric generating unit has been shut down. The PTC for solar facilities would also be reinstated through 2026.

- The investment tax credit, which would be extended through 2026 for most property and increased for projects in energy communities and for solar and wind facilities that serve low-income communities.
- A clean electricity production tax credit and investment tax credit based on carbon emissions. Both would be available after 2026 and phase out beginning in 2031 or when U.S. emissions targets are achieved.
- A new investment credit for electric transmission property that would apply to facilities placed in service through 2031.
- A new zero-emission nuclear power production credit for facilities that produce electricity, available through 2027.
- A new credit for producing clean hydrogen, based on lifecycle greenhouse gas emission rates, through 2028.
- An investment tax credit for advanced manufacturing facilities that start construction before 2026 and a production tax credit for eligible components that would begin to phase down in 2027.
- A credit for the domestic production of clean fuels that would be based on their lifecycle carbon emissions, which would also phase out beginning in 2031 or when emissions targets are achieved.

Several other existing tax incentives would be extended through 2031, including the:

- Carbon oxide sequestration credit.
- Nonbusiness energy property credit, with an increased percentage for installing energy efficiency improvements.
- Residential energy efficient property credit, which would fully phase out after 2033 and be made refundable starting in 2024.
- Energy efficient commercial buildings deduction, with an increased maximum deduction.
- New energy efficient home credit, which would be increased for homes certified as “zero energy ready homes.”
- Advanced energy project credit for investments in energy manufacturing facilities.

Electric Vehicles: The measure would establish new incentives for electric vehicles, including:

- A refundable tax credit for new electric motor vehicles through 2031 that would phase out beginning at \$500,000 for joint filers and \$250,000 for single filers. The base credit amount would equal \$4,000, plus an additional \$3,500 for vehicles with a higher battery capacity. The credit would be increased by \$4,500 for domestically assembled, union-made electric vehicles. Beginning in 2027, the credit would apply only to vehicles with final assembly occurring in the U.S.
- A refundable credit for purchasing a used electric motor vehicle through 2031. It would phase out at \$150,000 for joint filers and \$75,000 for single filers.
- A 30% credit for the cost of commercial electric vehicles through 2031, or 15% for hybrid vehicles.
- A 30% refundable credit for electric bikes through 2026 that would also phase out at certain income levels.

Other Tax Provisions

The measure also would:

- Impose a new excise tax on nicotine that's been extracted, concentrated, or synthesized. Products approved by the FDA wouldn't be included.
- Reinstatement a tax on crude oil and imported petroleum products at 16.4 cents per barrel to fund Superfund cleanups of hazardous sites. It would be adjusted for inflation beginning in 2023.
- Create refundable credits capped at \$1 billion per year through 2031 for environmental justice programs at higher education institutions.
- Delay until 2026 changes to the research and development tax credit under the 2017 tax law, which required companies to amortize their R&D costs over five years instead of deducting them up front, beginning in 2022.
- Allow same-sex couples to claim refunds or credits related to a change in marital status before 2010, the earliest year covered by IRS guidance permitting taxpayers to amend their returns after the Supreme Court overturned the Defense of Marriage Act.
- Allow as much as \$250 in union fees to be claimed as an above-the-line deduction.
- End the employer tax credit for paid family and medical leave in 2024 instead of 2026.

HEALTH & SOCIAL PROGRAMS

Prescription Drugs

Drug Pricing: The measure would direct the Health and Human Services Department to establish a "Drug Price Negotiation Program" to negotiate a maximum price of high-cost prescription drugs for Medicare Parts D and B beginning 2025.

The measure would require HHS to identify 100 drugs without competition that have been on the market for seven years and biologics that have been on the market for 11 years, and that have the highest spending under Medicare. HHS would select as many as 10 drugs from that list for negotiation in 2025 and as many as 20 drugs by 2028, plus insulin.

The measure would specify that the maximum price wouldn't apply until nine years after a drug has been on the market and 13 years for biologics, reflecting additional time that would be included for negotiations.

The price ceiling would be based on how long the drug has been on the market, including 75% of the average manufacturer price for those 9 to 12 years old and 40% for those more than 16 years old.

Drugmakers that don't successfully negotiate would face an excise tax of as much as 95% depending on how long it's not compliant. Those that charge more than the negotiated maximum price would pay a civil monetary penalty of as much as 10 times the difference in prices.

The measure would provide \$300 million annually through fiscal 2031 to implement the negotiation program.

Inflation Rebates: Drugmakers would have to repay the government the difference in profits above the cost of inflation on Part B and D drugs if they raise the price of a drug above inflation, beginning July 1, 2023. Drugmakers that don't provide the rebates would face a penalty up to 125% of the rebate amount.

Insulin Coverage: Beginning in 2023, the measure would require private health plans to cover at least one of each type of insulin. They couldn't apply a deductible and copays would be \$35 a month or 25% of the plan's negotiated price, whichever is less. Cost-sharing would also be limited to \$35 under Medicare.

Other Drug Provisions: The measure would also:

- Cap the out-of-pocket cost of prescription drugs under Medicare Part D for beneficiaries at \$2,000 a year starting in 2024, lower beneficiary coinsurance rates in the initial coverage phase, and reduce government reinsurance rates in the catastrophic phase.
- Block the drug rebate rule published under former President Donald Trump in November 2020.
- Require coverage of vaccines with no cost-sharing under Medicare Part D.
- Require pharmacy benefit managers to report on the details of their prescription drug benefits to group health plans twice a year. Not providing information in time could result in fines of \$10,000 per day and false information could result in a \$100,000 penalty.

Health Coverage

Hearing Benefits: The measure would expand Medicare coverage to provide hearing benefits beginning in 2023. The benefit would include hearing assessment services and hearing aids, which would be covered once every five years and would have to be provided through a written order from an audiologist or other health professional.

ACA Premium Tax Credits: The measure would extend through 2025 the temporary expansion of Affordable Care Act (ACA) health insurance premium tax credits under Public Law 117-2. The larger credits for those with household income between 100% and 400% of the federal poverty level (FPL) and expanded eligibility to those above 400% of the FPL are scheduled to expire after 2022.

It would also continue allowing those who receive unemployment compensation to be eligible through 2022 for premium tax credits for those at 150% or less of the FPL.

Medicaid Expansion: The measure would close the Medicaid coverage gap for lower-income individuals in states that didn't expand the program under the Affordable Care Act by temporarily expanding the tax credits to those below 100% of the FPL, through 2025.

Those states would have their uncompensated care and disproportionate share hospital payments reduced, which the summary said would reflect lower rates of uncompensated care.

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The measure also would increase the federal medical assistance percentage (FMAP) for the expansion population to 93% from 2023 through 2025, from 90%.

Cost-Sharing Subsidies: The measure would increase the ACA's cost-sharing reductions for beneficiaries earning as much as 138% of the poverty line so that the insurer's share is 99% of total costs for 2023 through 2025. Insurers are currently responsible for 94% of costs for those between 100% and 150% of the FPL. The measure would provide such sums as necessary for HHS to reimburse insurers for 12% of total allowed costs in those years.

The measure would provide additional benefits to those populations in 2024 and 2025, including nonemergency medical transportation and family planning services currently available through Medicaid. HHS would reimburse insurers for those costs.

It also would extend cost-sharing reductions for those receiving unemployment compensation for one year, through 2022.

Reinsurance Program: The measure would provide \$10 billion annually for fiscal 2023 through 2025 for an "Improve Health Insurance Affordability Fund" for states to make reinsurance payments to health insurers for high-cost enrollees or to reduce out-of-pocket costs.

The Centers for Medicare and Medicaid Services would provide the reinsurance payments to insurers in states that didn't expand their Medicaid programs under the ACA to cover most low-income adults for 2023 through 2025.

Medicaid Coverage: The measure would increase the Medicaid FMAP by 6 percentage points for states that expand home and community-based services and would provide an 80% FMAP for administrative costs. If a state adopts an HCBS model promoting self-directed care it would be eligible for a further 2 percentage point increase over six quarters.

It also would:

- Permanently increase federal Medicaid funding for U.S. territories by providing an 83% FMAP for each territory.
- Extend for another two years the 100% FMAP provided to urban Indian health organizations and Native Hawaiian health centers under Public Law 117-2.
- Make inmates eligible for Medicaid coverage 30 days before their release.

CHIP: The measure would permanently authorize the Children's Health Insurance Program (CHIP). It would also require states to extend continuous CHIP and Medicaid coverage to all pregnant and postpartum individuals for one year after birth and to all children for one year after enrollment. It would also permanently extend the option to simplify enrollment in Medicaid and CHIP for children.

Health Funding: The measure would provide:

- \$7 billion for public health infrastructure and \$2 billion for community health center grants.

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- \$3.37 billion for payments to teaching health centers that run graduate medical education programs.
- \$2.86 billion for the World Trade Center Health Program through a supplemental fund.
- \$2.5 billion for community violence and trauma prevention grants or contracts.
- \$2 billion for the National Health Service Corps.
- \$1.4 billion for CDC laboratory renovation, improvement, expansion, and modernization.
- \$1.3 billion for public health preparedness research and development for public health emergencies.

Labor and Workforce

Paid Leave: The measure would provide as many as four weeks of paid leave for the birth or adoption of a child, to care for a family member with a serious health condition, or for an employee's own serious health condition that prevents them from working. Eligible workers would be entitled to the benefit within a one-year period, starting in 2024.

The benefit amount would be tied to an individual's average weekly earnings and hours. The rates would be about 90% of the first \$15,080 in annualized earnings, 73% for annualized earnings of as much as \$34,248, and 53% for annualized earnings of as much as \$62,000. The amounts would be indexed to wage growth.

States with preexisting paid leave programs would receive grants to cover the equivalent costs of the benefits, and employers would receive grants to cover 90% of their paid leave benefits for as many as four weeks. Those who receive paid leave from an employer or a state program wouldn't be eligible for the separate federal benefit.

The measure would provide such sums as may be necessary to pay benefits and grants. The Social Security Administration would receive \$1.5 billion in fiscal 2022 and \$1.59 billion annually after that, indexed to wage growth, for program administration.

Workforce Support: The measure would provide funding for several workforce development initiatives at the Labor and Education departments, including:

- \$4.9 billion for grants to community colleges and vocational institutions to expand employment and training activities for high-skill, high-wage, or in-demand jobs.
- \$4.6 billion for grants to industry partnerships, including employers and education and training providers, to expand employment and apprenticeship programs in high-skill, high-wage, or in-demand jobs.
- \$2 billion for dislocated worker grants under the Workforce Innovation and Opportunity Act (WIOA).
- \$1.9 billion for worker protection agencies at the Labor Department (DOL), including \$707 million for the Occupational Safety and Health Administration to carry out enforcement and standards development.
- \$1.5 billion for WIOA state grants for youth workforce investment activities and \$1 billion for adult worker employment and training activities.

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- \$1 billion for grants to support the direct care workforce through competitive wages, child care, and training.

The measure also would provide \$270 million for DOL to award formula grants to eligible states to support employers in paying workers with disabilities at least the state minimum wage or the prevailing wage under federal law. Currently, employers who hold “special certificates” can pay those workers subminimum wages.

Labor Violations: The measure would address civil penalties for various labor violations, including:

- Authorizing penalties for employers that commit unfair labor practices under the National Labor Relations Act.
- Authorizing penalties for health insurer violations of the federal mental health parity law, which prohibits health plans from imposing limits on mental health benefits that are less favorable than limits on medical benefits.
- Increasing penalties for violations related to workplace safety, child labor, and minimum wage.

Volunteer and Service Organizations: The package would provide \$6.92 billion to support climate resilience and mitigation projects funded by the Corporation for National and Community Service. The Labor Department would receive \$4.28 billion for employment and training activities in jobs related to climate resilience and mitigation

The measure would provide another \$3.2 billion for grants to increase the living allowances and improve benefits for AmeriCorps participants. An additional \$600 million would similarly go to the Volunteers in Service to America program, and \$400 million would go to grants for similar state-run programs.

Education & Child Care

Pell Grants: The measure would increase the maximum Pell grant by \$550 and extend eligibility for Pell Grants and other financial aid programs to those under the Deferred Action for Childhood Arrivals policy or other temporary protected status, through 2030. It also would exclude Pell Grants from income for tax purposes.

Funding: The measure would provide:

- \$6 billion to support to historically Black colleges and universities and minority-serving institutions over five years.
- \$3 billion for a grant program for HBCUs and MSIs to improve research and development infrastructure.

Tax Credit: The measure would create a 40% tax credit for cash contributions made to public universities for research infrastructure projects. The Education Department would allocate credit amounts through schools that would be capped at \$50 million a year per institution, for a total of \$500 million in credits annually through 2026.

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Child Care: The measure would provide \$100 billion for the first three years and then such sums as needed for the next three years for new child care entitlement program, which would end after fiscal 2027.

It would cap child care costs at a maximum of 7% of family income, using a sliding scale that would apply to those up to 250% of the state median income. Those earning less than 75% of the state median would pay nothing and qualify immediately, while those families up to 250% of state median income would qualify in the fourth year of the program.

States would have to ensure child care staff receive a living wage, at a minimum, and equivalent wages to elementary educators with similar qualifications.

For the first three years states would receive funds based on the Child Care & Development Block Grant formula. Beginning 2025, states would receive such funds as necessary to cover 90% of costs. In states that don't participate, localities would receive grants and expanded Head Start awards.

Universal Preschool: The measure would also provide more than \$18 billion for fiscal 2022 through 2024, then such sums as necessary through fiscal 2027, to provide free preschool to all three- and four-year-olds. Federal funding would cover 100% of state expenditures in the first three years, then gradually decreases to about 64% of costs by 2027.

States would have to ensure that preschool programs provide a living wage and salaries equivalent to elementary school staff. Localities would also receive grants and expanded Head Start awards in states that don't participate.

Child Nutrition: The measure would provide funding for child nutrition programs and other activities to address child hunger, including:

- Expanding eligibility for free school meals, allowing entire states to participate, and increasing the reimbursement rate schools are paid for the meals, which would increase the number of children receiving them by almost 9 million.
- Appropriating such sums as may be necessary for a Summer Electronic Benefits Transfer (EBT) for Children program, which would sunset in 2024. The program would provide children eligible for free or reduced-price school meals with \$65 per month in food benefits when school is out of session for the summer.

Housing & Community Development

The measure would provide:

- \$65 billion for formula and needs-based public housing programs.
- \$25 billion for the HOME Investment Partnerships Program to construct and rehabilitate affordable homes for low-income families, and \$750 million for a new Housing Investment Fund to leverage private-sector investments to create and preserve affordable homes.
- \$24 billion for Housing Choice Vouchers and support services, including for individuals at risk of homelessness and for survivors of domestic violence and sexual assault.

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- \$10 billion to offer down payment assistance to first-generation homebuyers, and \$5 billion for the Home Loan Program to subsidize 20-year mortgages for first-generation homebuyers.
- \$5 billion to address lead paint and other health hazards in housing for low-income families.
- \$3.05 billion for the Community Development Block Grant program.
- \$3 billion for a new Community Restoration and Revitalization Fund offering competitive grants to local partnerships led by nonprofits for accessible housing and neighborhood revitalization initiatives.
- \$2 billion for rural rental housing to support new construction, the removal of safety hazards, and energy efficiency improvements.
- \$2 billion for a new grant program to make energy efficiency upgrades to affordable housing.

Housing Tax Credit: The measure would increase Low-Income Housing Tax Credit (LIHTC) state allocations, with set amounts through 2025 and inflationary increases in future years.

It would temporarily allow the credit to cover a project without affecting state caps if at least 25% of the building and land are financed by tax-exempt bonds, instead of 50%.

Projects intended to serve extremely low-income individuals could receive a 50% increase in the basis used for the LIHTC. States would get a separate allocation for those projects.

The measure also would establish a neighborhood homes credit for developers to rehabilitate residences in certain lower-income areas. The credit could cover as much as 35% of either the development cost or 80% of the national median sales price for new homes, whichever is less. States would be subject to ceilings on the amount of available credit based on a formula taking population into account, and state agencies would allocate credit amounts on a competitive basis.

Tribal Communities: The measure would temporarily establish a \$175 million New Markets Tax Credit allocation for low-income communities in tribal areas, which would be used for projects that serve or employ tribe members.

Tribal areas could also qualify as “difficult development areas,” which are eligible for a 30% basis increase for the LIHTC.

Flood Insurance: The measure would wipe out \$20.5 billion in debt owed by the Federal Emergency Management Agency for money it borrowed to pay claims through the National Flood Insurance Program. It also would provide \$600 million for flood mapping and \$600 million for FEMA to offer flood insurance discounts to policyholders with household incomes that aren’t more than 120% of area median income.

U.S. Territories: The measure would create a new economic activity credit for businesses in U.S. territories, set at 20% of qualified wages and allocable benefits expenses paid to employees and capped at \$50,000 in wages per employee. The credit would be 50% for certain small businesses with a wage maximum of \$142,800 per worker. It would sunset after 2031.

Income Exclusions: The measure would exclude the following from gross income for tax purposes:

- Payments made to socially disadvantaged farmers and ranchers under Public Law 117-2.
- Amounts paid to homeowners under state programs to mitigate losses from natural disasters.

CLIMATE AND ENVIRONMENT

Climate-Focused Programs

Funding for clean energy and environmental initiatives would include:

- \$29 billion to support nonfederal financing to deploy zero-emission technologies, including solar rooftop systems and zero-emission vehicles.
- \$9 billion to replace lead water service lines in disadvantaged communities and install lead filtration equipment in schools and child care centers that serve those areas.
- \$6.25 billion for rebates for high-efficiency electric home appliances like HVAC systems, stoves, ovens, and clothes dryers.
- \$5.89 billion for a new Home Owner Managing Energy Savings (HOMES) rebate program to support home energy efficiency retrofits. Certified high-efficiency natural gas appliances would be eligible for use in retrofits for only the first six years after the bill's enactment.
- \$5 billion for grants supporting creation and implementation of state greenhouse gas air pollution reduction plans.
- \$5 billion for grants and rebates to replace school buses, garbage trucks, and other heavy-duty vehicles with zero-emission vehicles and to train workers to operate them.
- \$5 billion for loan guarantees and credit lines supporting as much as \$250 billion in principal for low-carbon investments such as retraining workers in carbon-intensive fields or remediating environmental damage from energy-intensive products.
- \$4 billion for financial assistance to support purchase and installation of advanced industrial technology that accelerates progress toward net-zero emissions at the facility where it's installed.
- \$3.6 billion for the Energy Department to guarantee loans with a combined principle of as much as \$40 billion backing innovative projects to reduce or sequester human-created greenhouse gas emissions.
- \$3.5 billion for grants and rebates to reduce air pollution at ports through installation of zero-emission equipment.
- \$3.5 billion for grants supporting domestic production of plug-in and hydrogen fuel cell electric and hybrid vehicles.
- \$3 billion for block grants and technical assistance for community-led pollution and emissions reduction activities, mitigating urban heat islands and wildfire effects, and reducing indoor air pollution.
- \$3 billion for direct loans supporting facilities that manufacture advanced technology vehicles, including medium- and heavy-duty vehicles, trains, boats, aircraft, and hyperloop technologies. The measure also would repeal the program's \$25 billion aggregate loan principle cap.

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- \$2 billion for grants and loans for new and upgraded electric transmission lines to integrate clean energy and improve the grid's resilience. An additional \$800 million would be provided for grants to facilitate siting of transmission lines across state lines.
- \$1 billion for grants to states supporting electric vehicle infrastructure deployment.

Energy on Federal Lands

The bill would direct the Interior Department to award leases for wind generation and transmission in offshore areas in the Atlantic Ocean and the eastern Gulf of Mexico, as well in offshore areas near U.S. territories.

Revenue raisers and other provisions aimed at the oil and gas industry would:

- Increase leasing fees and royalty rates for onshore and offshore oil and gas extraction and charge annual fees for idled wells.
- Set the duration of initial onshore leases at five years.
- Prohibit the Interior Department from making oil and gas leases available without competitive bidding.
- Require a fee to be paid by anyone submitting an expression of interest for oil and gas exploration on federal lands.
- Require oil and gas lease owners to pay a bond before drilling starts to ensure that land and water resources that are affected are restored after the end of operations.
- Require royalties to be paid for methane that's used in the leased area or vented or flared, in addition to what's sent to market.
- Charge offshore pipeline owners annual fees based on the length of their pipeline systems.
- Establish an oil and gas leasing moratorium on the Atlantic and Pacific coasts and in the eastern Gulf of Mexico.
- Repeal a previous authorization for drilling in the coastal plain of the Arctic National Wildlife Refuge and void nine leases in the area issued this year.

The bill also would set the length of new coal leases at 10 years, or five years if commercial quantities aren't being produced.

Methane Fee: The measure would establish a fee on methane emissions from the oil and gas industry. It would apply to emissions from onshore and offshore production, processing, transport, and storage operations that exceed thresholds for each segment of the industry as defined in the bill.

The fee would start at \$900 per ton of methane exceeding the relevant threshold in calendar year 2023. It would increase to \$1,200 per ton in 2024 and \$1,500 per ton for subsequent years.

The bill would provide \$775 million for Environmental Protection Agency costs to implement the fee, including for grants, loans, and other support for monitoring, compliance, and reducing emissions.

Agriculture

The measure would provide:

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- \$14 billion to reduce hazardous fuels in National Forest System lands near developed areas, \$4 billion of which could be used in other areas in certain circumstances. More than \$3 billion in additional funds would be available for grants to reduce wildfire risks on nonfederal land.
- \$9.7 billion for assistance to rural electrical cooperatives to promote resiliency, reliability, and affordability and for carbon capture and storage projects.
- \$3.75 billion for competitive grants to promote conservation and tree planting by state, local, and tribal governments and nonprofit organizations.
- \$2.88 billion for rural electrification loans, including for energy storage projects, that would be forgiven if certain conditions are met.
- \$1.02 billion to pay off all or part of Farm Service Agency loans to economically distressed farmers and ranchers.

It also would provide several billion dollars through the Commodity Credit Corporation for environmental quality and stewardship incentives and “such sums as are necessary” for payments to farmers and land owners who adopt cover crop practices during the 2022 through 2026 crop years.

Conservation Funding

The legislation would provide:

- \$6 billion to the National Oceanic and Atmospheric Administration for coastal and marine conservation and restoration grants and contracts, with a focus on resiliency and responding to the effects of climate change.
- \$1.25 billion for the Interior Department for projects for conservation and to improve resiliency on federal lands and an additional \$750 million for ecosystem and habitat restoration.
- \$1 billion to NOAA for activities to protect the habitat of Pacific salmon.

IMMIGRATION

The bill would direct the Homeland Security Department to grant applications for “parole” to immigrants living in the U.S. illegally who arrived before Jan. 1, 2011, and have resided in the country continuously since then. Individuals who are inadmissible because of criminal activities, national security risks, human smuggling, or certain other reasons wouldn’t be eligible.

Applicants would have to complete background checks and pay a fee. Individuals paroled under the bill would receive employment and travel authorization and would be eligible for driver’s licenses or other state-issued identification cards. Parole would be granted for five years or until Sept. 30, 2031, whichever is earlier. DHS couldn’t revoke parole unless the individual has become disqualified based on the policies in place when they were granted parole, and extensions would have to be granted through Sept. 30, 2031.

The bill wouldn’t award permanent residency, and those paroled under the bill wouldn’t be counted against the annual caps on the number of green cards that can be issued.

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The measure would roll over and convert unused employer-sponsored green cards to family-sponsored visas each year, allowing for additional immigrant visas to be issued when the numerical cap on employer-sponsored immigration visas isn't reached — as happened during the Covid-19 pandemic. Any unused family- and employer-sponsored green cards from fiscal 1992 through 2021 would be made available going forward.

The bill would allow individuals selected in the annual diversity green card lottery — which awards immigration visas to individuals from countries underrepresented in U.S. immigration — from fiscal 2017 through 2021, but who weren't granted visas due to Trump-era executive orders or the Covid-19 pandemic, to reapply and be granted green cards.

Individuals whose green card applications have been approved but are awaiting sufficient numbers of visas to become available could pay a \$1,500 fee to apply to the Homeland Security Department to adjust their status to lawful permanent residency.

Those with approved green card applications who haven't been able to obtain visas for more than two years due to per-country or worldwide caps on family- or certain employer-sponsored green cards could apply for exemptions. Application fees would be \$2,500 for family-sponsored visas, \$5,000 for most employer-sponsored visas, and \$50,000 for investor immigrant visas.

The measure also would create supplemental fees for several types of visa petitions and other applications related to immigration status.

It would provide \$2.8 billion to U.S. Citizenship and Immigration Services to address visa processing backlogs.

OTHER MATTERS

Trade: The measure would reauthorize Trade Adjustment Assistance (TAA) programs for four years and provide \$1.7 billion annually for the programs, including \$300 million annually through fiscal 2025 for new grants to help communities affected by global trade.

The measure would also:

- Expand eligibility to include workers who lose their jobs due to decreased exports, teleworkers, and staffed workers who may be employed by a separate company but perform work at an affected firm. Public sector workers would be eligible for the program when services are outsourced to an offshore service provider.
- Require the Labor Department to provide benefit information to workers in their native language and a second notification of program benefits before workers have exhausted unemployment benefits.
- Extend trade readjustment allowance benefit weeks for workers participating in qualified training programs.
- Increase the cap on job search and relocation allowances to \$2,000, from \$1,250, and require states to provide the allowances for eligible workers to cover 100% of costs.
- Create a child care allowance of as much as \$2,000 per independent for eligible TAA participants.

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Homeland Security: The measure would provide the following for the Homeland Security Department:

- \$900 million for the Office of the Chief Readiness Support Officer to implement sustainability and environmental programs.
- \$400 million for the Cybersecurity and Infrastructure Security Agency to improve the cybersecurity of federal agencies.
- \$200 million for the Federal Emergency Management Agency for cybersecurity initiatives; grants to state, local, and tribal governments for recruitment and training efforts to address cybersecurity risks, and transitioning to the .gov domain.

VA Funding: : The measure's funding for the Veterans Affairs Department would include:

- \$2.3 billion for infrastructure improvements to national cemeteries and memorials, medical facilities, and other property.
- \$1.81 billion for major medical facility leases.
- \$455 million for enhanced-use leases, which provide underutilized real estate to the private sector for supportive housing for veterans who are experiencing or at risk of homelessness. The VA's authority to enter into the leases would be extended through fiscal 2026 and expanded to include arrangements to provide services or benefits for veterans.

Research: The measure's funding for science and technology programs would include:

- \$3.5 billion for National Science Foundation research and infrastructure, including \$1.52 billion to fund and administer the Directorate for Technology, Innovation, and Partnerships, which would accelerate advancement in key technology focus areas.
- \$2.5 billion for Energy Department research, development, and demonstration activities, including \$500 million for high assay, low-enriched uranium.
- \$1.25 billion for National Institute of Standards and Technology facility construction and renovation and advanced manufacturing research.
- \$1.12 billion for NASA infrastructure modernization efforts and climate change research and development activities.
- \$859 million for National Oceanic and Atmospheric Administration weather, ocean, and climate research.

SBA: The measure would include the following amounts for the Small Business Administration:

- \$1.96 billion for a small dollar direct loan product under the 7(a) Loan Program.
- \$1 billion for a new grant program to create a network of incubators to support startups and small businesses.
- \$950 million to temporarily reduce waiver fees for 7(a) and 504 lending program loans that are \$2 million or less.

Tribal Funding: The bill would also provide funding for tribal needs, including:

- \$1 billion for the Indian Health Service for priority facilities projects and an additional \$945 million for maintenance and improvement of existing facilities.
- \$715.4 million for road construction and maintenance activities by the Bureau of Indian Affairs.

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- \$470 million to the Bureau of Indian Affairs for climate resilience and adaptation programs, including fish hatchery operations.
- \$300 million for providing electricity to unconnected tribal homes and transitioning connected homes to renewable energy.

USPS & GSA: The measure would provide \$6 billion for the U.S. Postal Service to purchase electric delivery vehicles and related infrastructure, and \$3 billion for the General Services Administration (GSA) to procure electric vehicles.

Other funding for the GSA would include:

- \$3.25 billion for purchases of goods and services that would boost energy efficiency and reduce greenhouse gas emissions.
- \$975 million for emerging and sustainable technologies and related programs.

Supply Chains: The measure would provide \$5 billion to support the Commerce Department's manufacturing supply chain resilience efforts. Funding would be used to map and monitor supply chains, establish best practices, deploy advanced technology, and provide grants to boost supply chain resilience.

It also would provide \$500 million to support domestic industrial base capabilities that are essential to national defense.

Justice Department & Enforcement: The bill also would provide

- \$2.5 billion to the Justice Department for grants and contracts to support community violence reduction programs.
- \$1 billion, split between the Justice Department and Federal Trade Commission, for antitrust enforcement activities.
- \$498 million for civil and criminal enforcement against tax evasion.

Aging Network: The measure would provide \$1.2 billion to fund Older Americans Act programs, including home and community-based supportive services, nutrition programs, and family caregiver support.

Insular Areas: It also would provide \$1 billion for infrastructure in U.S. territories.

SSI for Territories: The measure would extend the Supplemental Security Income program for lower-income individuals or those who have disabilities to Puerto Rico, Guam, the U.S. Virgin Islands, and American Samoa beginning in 2024. They are currently prohibited from participating.

Communications: The measure would provide:

- \$500 million to the Federal Trade Commission to establish a new bureau focused on data privacy and identity theft.
- \$475 million to supply low-income households with internet-connected devices.
- \$470 million for grants to implement Next Generation 911 services that facilitate sending text messages, photos, and videos to emergency responders.

Innovative Federal Strategies LLC

- \$300 million for the Emergency Connectivity Fund, established under Public Law 117-2, to supply students, teachers, and others with internet-connected devices for use in distance learning.

Bill Number	Sponsors	Title and/or Summary	Summary/Status	Latest Action
H.R. 4502	Rep. Rosa DeLauro (D-CT)	Labor, HHS, Education, Agriculture, Rural Development, Energy and Water, Financial Services and General Government, Interior, Environment, Military Construction and VA, Transportation-HUD Appropriations Act, 2022	The legislation combines 7 of the annual spending bills into one package.	The legislation passed the House on Thursday, July 29 by a vote of 219 – 208 on party lines.
H.R.5376	President Joe Biden / Congressional Democrats	Build Back Better Act	The Build Back Better Act proposes spending nearly \$2 trillion over a 10-year period, with certain programs expiring after only a year or two to keep the total cost of the bill down.	<p>Congressional Democrats hope to use the budget reconciliation process to pass elements of the administration's American Families Plan.</p> <p>On Saturday, September 25, the House Budget Committee passed the package in a 20-17 vote, piecing together the chunks of legislation approved by 13 House committees earlier this month that make up the spending plan. Further changes were made throughout the month by the House Rules Committee in preparation for floor consideration.</p> <p>After receiving information on the bill's cost from the CBO, the House passed the nearly \$2 trillion bill in a 220-213 vote on Friday, November 19.</p> <p>The bill will likely undergo changes in the Senate, where Democrats need every member of their party plus the two Independent members to support the bill for it to move forward. Moderate Senators have expressed concerns about the inclusion of paid family leave provisions, while progressives have raised their own concerns about the significant increase to the SALT limit.</p>

S. 29 / H.R. 2008	Sen. Amy Klobuchar (D-MN) / Rep. Angie Craig (D-MN)	Local Water Protection Act	A bill to amend the Federal Water Pollution Control Act to reauthorize certain programs relating to nonpoint source management, and for other purposes.	<p>The Senate legislation was introduced on January 22, 2021 and referred to the Committee on Environment and Public Works.</p> <p>The legislation in the House was introduced on March 18, 2021 and passed the House under suspension of the rules on June 15.</p>
H.R 1563	Rep. Mike Garcia (R-CA)	To extend the authorities under the Water Infrastructure Improvements for the Nation Act of 2016 providing operational flexibility, drought relief, and other benefits to the State of California	The legislation would extend the authorities under the Water Infrastructure Improvements for the Nation Act of 2016 providing operational flexibility, drought relief, and other benefits to the State of California. The legislation would extend 4007 authorities through January 1, 2028.	The legislation was introduced on March 3, 2021 and was referred to the House Committees on Natural Resources and Science, Space, and Technology.
H.R.2238	Sen. Jeff Merkley (D-OR) / Rep. Alan Lowenthal (D-CA)	Break Free from Plastic Pollutions Act	The comprehensive legislation would require corporations to take responsibility for pollution, incentivize corporations to make reusable products and items that can be recycled, create a nationwide beverage container refund program, and other items to promote recycling and other investments in U.S. domestic recycling.	The legislation was introduced on March 25, 2021 and referred to the House Committees on Energy and Commerce, Ways and Means, Transportation, and Foreign Affairs.

H.R 866	Rep. Ken Calvert (R-CA)	FISH Act	This bill gives the Fish and Wildlife Service (FWS) the sole authority to protect endangered or threatened species that are anadromous species (species of fish that spawn in fresh or estuarine waters and that migrate to ocean waters) or catadromous species (species of fish that spawn in ocean waters and migrate to fresh waters). Currently, the FWS shares this authority with the National Marine Fisheries Service.	The legislation was introduced on February 5, 2021 and referred to the House Committee on Natural Resources.
H.R. 1015	Rep. Grace Napolitano (D-CA)	Water Recycling Investment and Improvement Act	This bill makes permanent, and otherwise revises, the Bureau of Reclamation's grant program for the funding of water recycling and reuse projects. Specifically, the bill removes priority under the program for projects in areas that, in the preceding four-year period, have been (1) identified as experiencing severe, extreme, or exceptional drought; or (2) designated as a disaster area by a state. Additionally, the bill increases through FY2025 the authorization of appropriations for the program and otherwise revises provisions related to program funding.	The legislation was introduced on February 11, 2021 and referred to the House Committee on Natural Resources.
H.R.1881	Rep. John Garamendi (D-CA)	To amend the Federal Water Pollution Control Act with respect to permitting terms, and for other purposes.	The legislation would extend permit terms for publicly owned water infrastructure projects under the National Pollutant Discharge Elimination System (NPDES) from 5 years to a maximum of 10 years.	The legislation was introduced on March 12, 2021 and referred to the Committee on Transportation and Infrastructure.

H.R. 737	Rep. David Valadao (R-CA)	RENEW WIIN Act	The legislation would extend the authorities under the Water Infrastructure Improvements for the Nation Act of 2016 providing operational flexibility, drought relief, and other benefits to the State of California.	<p>The legislation was introduced on February 2, 2021 and referred the House Committee on Natural Resources.</p> <p>10 members of the California delegation have cosponsored the legislation.</p>
S.91 / H.R.535	Sen. Krysten Sinema (D-AZ) / Rep. John Garamendi (D-CA)	Special Districts Provide Essential Services Act	The legislation would include special districts in the coronavirus relief fund and direct the Secretary of the Treasury to include special districts as an eligible issuer under the Municipal Liquidity Facility.	The legislation was introduced on January 28, 2021, in both the House and Senate. It has been referred to relevant committees in both chambers.
H.R. 895 / S. 209	Rep. David Rouzer (R-NC) / Sen. Jeanne Shaheen (D-NH)	Emergency Assistance for Rural Water Systems Act	To provide for assistance to rural water, wastewater, and waste disposal systems affected by the COVID-19 pandemic, and for other purposes.	<p>The legislation in the House was introduced on February 5, 2021 and referred to the House Committee on Agriculture.</p> <p>The Senate version of the legislation was introduced on February 3, 2021 and referred to the Senate Committee on Agriculture.</p>
H.R. 2515	Rep. Garret Graves (R-LA)	Building U.S. Infrastructure through Limited Delays and Efficient Reviews (BUILDER) Act	The legislation modernizes the National Environmental Policy Act (NEPA) and aims to make infrastructure project reviews more efficient, reduce project costs, and spur economic recovery.	<p>The legislation was introduced on April 14, 2021 and was referred to the House Committee on Natural Resources.</p> <p>The legislation's 46 cosponsors are all Republican, including members of GOP leadership.</p>
H.R. 939	Rep. Doug LaMalfa (R-CA)	Combustion Avoidance along Rural Roads (CARR) Act	The bill exempts wildfire mitigation activities conducted within 300 feet of a road from all laws governing environmental review of proposed agency actions or protection of endangered or threatened species.	The legislation was introduced on February 8, 2021 and was referred to the House Committees on Natural Resources and Agriculture.

H.R.3267	Rep. Brendan Boyle (D-PA)	Protect Drinking Water from PFAS Act	The bill amends the Safe Drinking Water Act to require the Administrator of the Environmental Protection Agency to publish a maximum contaminant level goal and promulgate a national primary drinking water regulation for total per- and polyfluoroalkyl substances.	The legislation was introduced on May 17, 2021 and referred to the House Committee on Energy and Commerce.
H.R. 1512	Rep. Frank Pallone (D-NJ)	The Climate Leadership and Environmental Action for our Nation's Future (CLEAN) Act	The legislation aims to achieve net zero greenhouse gas pollution, combat the climate crisis, and create jobs. The bill authorizes \$565 billion over ten years to enable deep decarbonization.	The legislation was introduced on March 2, 2021 and referred to the relevant committees.
S. 953	Sen. Ron Wyden (D-OR)	Water for Conservation and Farming Act	The legislation would create a Bureau of Reclamation fund of \$300 million to support water recycling projects, water-use efficiency projects and dam safety projects; the WaterSMART program to increase water supply reliability by funding infrastructure and conservation projects that conserves water, increases water use efficiency and improves the condition of natural water recharge infrastructure; Establishes a grant program for any Reclamation States, Tribes, nonprofit conservation organizations, irrigation or water districts, and regional and local authorities to complete habitat restoration projects that improve watershed health and mitigate climate change; among other actions.	The legislation was introduced on March 24, 2021 and referred to the Committee on Energy and Natural Resources.

H.R.3293	Rep. Lisa Blunt Rochester (D-DE)	Low-Income Water Customer Assistance Programs Act	The legislation would amend the Safe Drinking Water Act and the Federal Water Pollution Control Act to establish programs to assist low-income households in maintaining access to drinking water and wastewater services.	The legislation was introduced on May 18, 2021 and referred to the relevant committees. The legislation has passed out of the House Energy and Commerce Committee by a vote of 32-24 and now moves on to consideration on the House floor.
H.R. 3286	Rep. Raul Ruiz (D-CA)	Emergency Order Assurance, Safety, and Inspection of water Systems (Emergency OASIS Act)	The legislation would require the EPA to establish regulations to flush a drinking water system if contaminants were present in the system for longer than six months, or if water stood motionless in the system for longer than six months.	The legislation was introduced on May 17, 2021 and referred to the House Committee on Energy and Commerce.
H.R. 3622 / S. 1907	Rep. Chris Pappas (D-NH) / Sen. Kirsten Gillibrand (D-NY)	Clean Water Standards for PFAS Act	The legislation would require the Administrator of the Environmental Protection Agency to develop effluent limitations guidelines and standards and water quality criteria for PFAS under the Federal Water Pollution Control Act, to provide Federal grants to publicly owned treatment works to implement such guidelines and standards	The legislation was introduced in the House on May 28, 2021, and in the Senate on May 27, 2021. The legislation in the House is bipartisan.
S. 2168	Sen. Mike Braun (R-IN)	Define WOTUS Act	The legislation would amend the Federal Water Pollution Control Act to modify the definition of navigable waters, and to make the definition of the "waters of the United States" permanent.	The legislation was introduced on June 22, 2021 and referred to the Committee on Environment and Public Works. It was introduced in response to the EPA's announcement earlier in June of its intent to rewrite the Navigable Waters Protection rule.

H.R. 3814 / S. 717	Rep. Liz Cheney (R-WY) / Sen. Mike Lee (R-UT)	Undoing NEPA's Substantial Harm by Advancing Concepts that Kickstart the Liberation of the Economy Act (UNSHACKLE Act)	<p>The legislation combines the following five stand-alone NEPA reform bills on agency process, state expansion, legal changes, and data reporting into one comprehensive text.</p> <ul style="list-style-type: none"> - NEPA Agency Process Accountability Act - NEPA Accountability and Enforcement Act - NEPA State Assignment Expansion Act - NEPA Legal Reform Act - NEPA Data Transparency Act 	<p>The Senate legislation was introduced on March 11, 2021 and referred to the Committee on Environment and Public Works.</p> <p>The House legislation was introduced on June 11, 2021 and referred to the House Committees on Natural Resources; Judiciary; Transportation and Infrastructure; and Energy and Commerce.</p>
H.R. 1352	Rep. Brenda Lawrence (D-MI)	Water Affordability, Transparency, Equity, and Reliability Act of 2021	<p>The bill would create a trust fund to support drinking water and clean water infrastructure. Additionally, the bill provides \$34.85 billion a year to drinking water and wastewater improvements; creates a water trust fund; creates up to nearly 1 million jobs across the economy and protect American workers; prioritizes disadvantaged communities with grants and additional support; expands funding for technical assistance to small, rural, and indigenous communities; funds projects to address water contamination from PFAS; requires US EPA to study water affordability, shutoffs, discrimination, and civil rights violations by water providers; upgrades household wells and septic systems; helps homeowners replace lead service lines; and provides more than \$1 billion a year to update water infrastructure in public schools.</p>	<p>The legislation was introduced on February 25, 2021 and was referred to the relevant committees.</p> <p>The legislation has 86 cosponsors, including 14 members of the California delegation.</p>

H.R. 4647 / S. 2430	Rep. Jared Huffman (D-CA) / Sen. Dianne Feinstein (D-CA)	Water Conservation Rebate Tax Parity Act	The legislation would amend federal tax law so that homeowners wouldn't pay income tax on rebates from water utilities for water conservation and water runoff management improvements	The House legislation was introduced on July 22, 2021 and referred to the House Committee on Ways and Means. The legislation in the Senate was introduced on July 22, 2021 and referred to the Senate Committee on Finance.
S.2454	Sen. Alex Padilla (D-CA)	Water Reuse and Resiliency Act	The legislation would authorize \$1 billion over five years for the EPA's Pilot Program for Alternative Water Source Projects grants program. This is an increase from the \$125 million over five years authorized for the program in the Drinking Water and Wastewater Infrastructure Act passed by the Senate in April.	The legislation was introduced on July 22, 2021 and referred to the Senate Committee on Environment and Public Works.
S.2567	Sen. Shelley Moore Capito (R-WV)	Navigable Waters Protection Act of 2021	The legislation would enact into law the Navigable Waters Protection Rule: Definition of 'Waters of the United States' as proposed by the EPA/USACE under the Trump administration.	The legislation was introduced on July 29, 2021 and referred to the Senate Committee on Environment and Public Works.
H.R.4915	Rep. Tom McClintock (R-CA)	Water Supply Permitting Coordination Act	The legislation would authorize the Secretary of the Interior to coordinate Federal and State permitting processes related to the construction of new surface water storage projects on lands under the jurisdiction of the Secretary of the Interior and the Secretary of Agriculture and to designate the Bureau of Reclamation as the lead agency for permit processing.	The legislation was introduced on August 3, 2021 and referred to the House Committee on Natural Resources.

H.R.4979 / S.1783	Rep. Rashida Tlaib (D-MI) / Rep. Jeff Merkley (D-OR)	Maintaining Access to Essential Services Act	The legislation provides \$13.5 billion in low-interest loans to public and private water utilities, which will be forgiven when the utility forgives household water arrears; and provides \$13 billion in low-interest loans to power utilities, which will be forgiven when the utility forgives household arrears. The legislation also provides \$13 billion in low-interest loans to broadband utilities, which will be forgiven when the utility forgives household arrears. The bill Requires loan recipients to suspend utility shutoffs and restore any disconnected service, suspend late fees and charges, stop the sale of household debt to debt collectors, stop placing or selling liens on households due to outstanding utility debt, and stop filing adverse reports on households due to unpaid utility bills to credit agencies.	<p>The legislation in the House was introduced on August 6, 2021 and was referred to the House Committees on Financial Services and Ways and Means.</p> <p>The legislation in the Senate was introduced on May 20, 2021 and was referred to the Senate Committee on Finance.</p>
H.R. 4976	Rep. Elissa Slotkin (D-MI)	Ensuring PFAS Cleanup Meets or Exceeds Stringent Standards Act	The legislation directs the Secretary of Defense to ensure that removal and remedial actions relating to PFAS contamination result in levels meeting or exceeding certain standards.	The legislation was introduced in the House on August 6, 2021 and was referred to the House Committees on Armed Services, Transportation and Infrastructure, and Energy and Commerce.
S.2372 / H.R.2773	Sen. Heinrich, Martin (D-NM) / Representatives Debbie Dingell (D-MI) and Jeff Fortenberry (R-NE)	Recovering America's Wildlife Act of 2021	The legislation would fund conservation efforts for more than 12,000 species of wildlife and plants in need of assistance by providing \$1.3 billion in dedicated annual funding for proactive, on-the-ground efforts across the country, ensure wildlife recovery efforts will be guided by the Congressionally-mandated State Wildlife Action Plans,	<p>The legislation was introduced on July 15, 2021 and referred to the Committee on Environment and Public Works.</p> <p>The House bill was introduced on April 22. The House Natural Resources Subcommittee on Water, Oceans, and Wildlife held a hearing on the legislation on July 29, 2021.</p>

			<p>which identify specific strategies to restore the populations of species of greatest conservation need, accelerate the recovery of 1,600 U.S. species already listed as threatened or endangered under the Endangered Species Act, and include improvements to ensure funds are appropriately targeted to the areas of greatest need and facilitate additional investments in protecting at-risk plant species.</p> <p>In the Senate, RAWA also directs fees and penalties assessed for environmental violations to help fund RAWA, using fee and penalty amounts that aren't already targeted for existing environmental funds.</p>	
H.R.4602	Rep. Alan Lowenthal (D-CA)	WIPPES Act	<p>The legislation would direct the Federal Trade Commission to issue regulations requiring certain products to have "Do Not Flush" labeling</p>	<p>The legislation was introduced on July 21st and referred to the Committee on Energy and Commerce.</p> <p>Rep. Lowenthal introduced the stand-alone bill after introducing a similar amendment to the House's infrastructure bill.</p>
S. 2806 / H.R. 3534	Sen. Dianne Feinstein (D-CA) / Rep. Jimmy Panetta (D-CA)	Wildfire Emergency Act of 2021	<p>Amongst other things, the legislation authorizes \$250 million over 5 years for up to 20 Forest Service projects of 100,000 acres or greater; Establish a new \$100 million grant program to assist critical facilities like hospitals and police stations become more energy efficient and better adapted to function during power shutoffs; Establishes one or more Prescribed Fire Centers to coordinate research and training of foresters and forest managers in the western United</p>	<p>The Senate legislation was introduced on September 22 and referred to the Committee on Energy and Natural Resources.</p> <p>The House bill was introduced on May 25, 2021 and was referred to the Subcommittee on Conservation and Forestry.</p>

			States in the latest methods and innovations in prescribed fire (controlled burns) practices.	
S. 3011 / H.R. 5735	Sen. John Cornyn (R-TX) / Rep. Dusty Johnson (R-SD)	State, Local, Tribal, and Territorial Fiscal Recovery, Infrastructure, and Disaster Relief Flexibility Act	The legislation provides additional flexibility for States, Tribes, and units of local government to spend their allocations of the COVID Relief Funds on certain infrastructure projects, including water, wastewater, and broadband infrastructure projects. The bill also allows these funds to be used to provide emergency relief from natural disasters. There is a cap—the greater of \$10 million or 30% of the funds—on how much of the COVID money can be spent on these new purposes.	<p>The legislation was introduced on October 19, 2021 and passed the Senate by unanimous consent that day.</p> <p>Senator Alex Padilla (D-CA) is an original cosponsor of the legislation.</p> <p>The act was introduced in the House on October 26 and referred to the House Committee on Oversight and Reform.</p>

Enacted Legislation (Removed after 2 months)

S. 1301	Sen. Sherrod Brown (D-OH)	Promoting Physical Activity for Americans Act (Debt Limit Bill)	<p>This bill became the vehicle for passage of the public debt limit increase. On October 7, 2021, the Senate amended the bill to increase the public debt limit by \$480 billion.</p> <p>This debt limit extension is expected to allow the government to cover its expenses at least through December 3, 2021.</p>	<p>The legislation passed the House on September 29, 2021, by a vote of 219 – 212 on party lines, and the Senate passed the bill on October 7, 2021 by a vote of 50-48. President Biden signed the bill into law on October 14, 2021, four days before the federal government was forecasted to hit the debt limit.</p>
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Senate Amendment to H.R.3684	President Joe Biden & Bipartisan Group of Senators including Sens. Krysten Sinema (D-AZ) and Rob Portman (R-OH)	Infrastructure Investment and Jobs Act (Bipartisan Infrastructure Bill)	<p>The legislation includes \$550 billion in new spending for a total around \$1.2 trillion over eight years.</p> <p>Total “new spending” includes: \$110 billion for roads, bridges, and major projects; \$73 billion for electric grid upgrades; \$66 billion for rail and Amtrak improvements; \$65 billion for broadband expansion; \$55 billion for clean drinking water; \$39 billion for transit; \$17 billion for ports and \$25 billion for airports; and \$7.5 billion for electric vehicle chargers.</p>	<p>President Biden announced that he'd reached an infrastructure deal with a group of Republican and Democratic Senators on Thursday, June 24.</p> <p>Following a month of negotiations on legislative text, the Senate passed the package on Tuesday, August 10, 2021.</p> <p>After months of negotiations, on Friday, November 5, the House passed the bill in a 228-206 vote. Thirteen Republicans supported it, while six Democrats voted against it.</p> <p>On Monday, November 15, President Biden signed the \$1.2 trillion bill into law. Going forward, Biden has chosen Mitch Landrieu to oversee the implementation of the bill.</p>
H.R. 5305	Rep. Rosa DeLauro (D-CT)	Extending Government Funding and Delivering Emergency Assistance Act	Extends government funding through December 3 and provides funding for disaster relief and Afghan refugees. The bill also extends additional measures through December 3 including certain authorities of the Bureau of Reclamation, including for emergency drought relief, for one year.	The Senate amendment to the legislation passed on September 30 th by a vote of 65-35, and the House passed the bill shortly after by a vote of 254-175. President Biden signed the legislation in the evening of the 30 th .

Legislation previously listed that was fully or partially incorporated into the Infrastructure Investments and Jobs Act (bipartisan infrastructure deal). Due to its full and/or partial inclusion in the bipartisan infrastructure deal, the stand-alone bill is unlikely to see further action in the House in its current form.

H.R.4099	Rep. Grace Napolitano (D-CA)	Large Scale Water Recycling Project Investment Act	Created a competitive grant program for large-scale water recycling and reuse projects. Large-scale water recycling projects are those estimated to cost \$500 million or greater. \$750 million would be authorized over 5 fiscal years beginning in FY23.	<p>The legislation was introduced on June 23, 2021 and referred to the Committee on Natural Resources. The Water Subcommittee held a hearing on the legislation on Tuesday, June 29, 2021.</p> <p>The House Natural Resources</p>
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H.R.1915	Rep. Peter DeFazio (D-OR) / Rep. Grace Napolitano (D-CA)	Water Quality Protection and Job Creation Act of 2021	<p>The legislation would reauthorize the Alternative Water Source Grants Pilot Program, which authorizes the U.S. Environmental Protection Agency to grant up to \$200 million per year to state, interstate, and intrastate water resource development agencies to engineer, design, construct, and test water reuse projects throughout the country.</p>	<p>The legislation was introduced on March 16, 2021.</p> <p>The Committee on Transportation and Infrastructure held a mark-up session on June 9-10th and the legislation was passed out of committee on June 10th by a vote of 42-25.</p> <p>Provisions of this legislation were incorporated in the Infrastructure Investments and Jobs Act (bipartisan infrastructure bill).</p>
S.914	Sen. Tammy Duckworth (D-IL)	Drinking Water and Wastewater Infrastructure Act of 2021	<p>Authorizes more than \$35 billion for water resource development projects across the country with a focus on upgrading aging infrastructure, addressing the threat of climate change, investing in new technologies, and aiding marginalized communities.</p>	<p>The legislation was introduced on March 23, 2021 and referred to the Senate Environment and Public Works Committee.</p> <p>The legislation passed the Senate on April 29, 2021, by a vote of 89-2.</p> <p>Elements of this legislation were incorporated into the Infrastructure Investments and Jobs Act (bipartisan infrastructure bill), though with a reduced authorization for the Drinking and Clean Water State Revolving Funds.</p>
H.R.3291	Rep. Paul Tonko (D-NY)	AQUA Act	<p>The legislation would invest \$105 billion over 10 years in the nation's water systems including \$53 billion for the Drinking Water State Revolving Fund, \$45 billion to fully replace every lead</p>	<p>The legislation was introduced on May 18, 2021 and referred to the House Committee on Energy and Commerce.</p>

			<p>service line, and \$5 billion to aid systems with PFAS contamination. Additionally, the legislation would require the EPA to set national standards for PFAS, 1,4-dioxane, and microcystin toxin, and makes it easier for EPA to set standards in the future. The bill would authorize \$4 billion emergency relief program to provide forgiveness for utility customers facing debts and unpaid fees since March 1, 2020.</p>	<p>Elements of this legislation were incorporated into the Infrastructure Investments and Jobs Act (bipartisan infrastructure bill), though with a reduced authorization for the Drinking and Clean Water State Revolving Funds.</p> <p>The standards provisions were not incorporated into the bipartisan infrastructure bill.</p>
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**INFORMATION
ITEM**

31

Date: December 8, 2021

To: The Honorable Board of Directors

SD
From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Kathy Besser, Executive Manager of Ext. & Government Affairs/AGM

Subject: Public Outreach and Communication

Executive Summary:

Working closely with MWD, regional and member agencies, staff is ensuring a consistent and impactful regional drought message is being communicated to the public. In response to the Governor's proclamation extending the drought emergency statewide, messaging has shifted to the #StepItUp phase. Staff continues to work closely with the Executive Manager of External and Government Affairs/AGM Kathy Besser to incorporate any actions by the Governor into messaging.

External Affairs staff is working closely with engineering to develop outreach and tour enhancements for the RP-5 Expansion Project.

Staff is finalizing the Agency's Annual Report for distribution January 2022.

Staff's Recommendation:

This is an informational item for the Board of Directors to receive and file.

Budget Impact *Budgeted (Y/N): Y Amendment (Y/N): Y Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

Prior Board Action:

N/A

Environmental Determination:

Not Applicable

Business Goal:

IEUA is committed to providing a reliable and cost-effective water supply and promoting sustainable water use throughout the region.

IEUA is committed to enhancing and promoting environmental sustainability and the preservation of the region's heritage.

Attachments:

Attachment 1 - Background

Background

Subject: Public Outreach and Communication

December

- December 5, World Soil Day
- December 8, IEUA Holiday Picnic, Big League Dreams (16333 Fairfield Ranch Rd, Chino Hills), 11:30 a.m. – 3:00 p.m.

Media and Outreach

- On November 10, ABC7 Eyewitness News IE Bureau Chief Rob McMillan interviewed IEUA General Manager Shivaji Deshmukh for a feature story on IEUA's initiatives, conservation measures and messaging regarding California's drought. The segment was aired on ABC7 that same evening at 6PM. Photos of the ABC7 team onsite at IEUA's facilities were shared to IEUA's social media channels and a recording of the full news segment was posted to the @IEUAWater Instagram account. To date, the video has received approximately 250 views.
- External Affairs staff is working closely with engineering to develop outreach and tour enhancements for the RP-5 Expansion Project.
- Staff is finalizing the Agency's Annual Report for distribution January 2022.
- IEUA General Manager Deshmukh was highlighted on social media for the opportunity he was given to participate as an international speaker during the XXIV Chilean Congress of Water, Sanitation and Environmental Engineering (AIDIS Chile) virtual event. General Manager Deshmukh discussed conflicts among the alternative uses of water between human consumption, productive use, and the environment.
- Staff is in the final stages of developing a *QR code Pledge to Save Water* campaign. Both print and digital ads will feature a QR code that links to an information hub featuring IEUA initiatives. Visitors can take the pledge to save water to be entered into a drawing for water-saving devices.
- Staff recognized General Manager Shivaji Deshmukh's participation as a speaker at the Southern California Water Dialogue's meeting. There, General Manager Deshmukh and attendees of the Dialogue discussed the possibility of a zero State Water Project allocation, its impact on the region and the actions IEUA is taking to mitigate these conditions and ensure water-supply reliability.
- Staff highlighted IEUA Board Member Steve Elie as a panelist during an event hosted by the Los Angeles County Bar Association. During the event, Director Elie was able to share his expertise on the drought and legal issues concerning Southern California's water supply.
- In recognition of the Thanksgiving holiday, staff shared a post regarding proper FOG disposal and a water-wise holiday reminder to the public. Across all social platforms, these posts have received over 600 impressions.
- The Agency continues to publish content on LinkedIn and has gained 26 followers since October, with 359 page views in the last 30 days.

- November: 29 posts were published to the IEUA Facebook page, 29 tweets were sent on the @IEUAWater Twitter handle, 30 posts were published to IEUA's Instagram grid, and 14 posts were published to the IEUA LinkedIn page.
 - The top three Facebook posts, based on reach and engagement, in the month of November were:
 - 11/23 News Release: California Water Commission Determines Feasibility of Chino Basin Program
 - 11/11 Veterans Day: Veterans in Water Highlight
 - 11/1 Executive Manager of Finance and Administration/AGM Christina Valencia IERCA Service Recognition
 - The top three Twitter tweets, based on reach and engagement, in the month of November were:
 - 11/19 World Toilet Day
 - 11/17 General Manager Shivaji Deshmukh Southern California Water Dialogue Highlight
 - 11/22 FOG Reminder
 - The top three Instagram posts, based on reach and engagement, in the month of November were:
 - 11/10 ABC7 Thank You Post
 - 11/4 IEUA Staff at WaterWisePro Training LLC 1st Annual Maintenance & Construction Expo
 - 11/22 FOG Reminder
 - The top three LinkedIn posts, based on impressions and reactions, in the month of November were:
 - 11/1 Executive Manager of Finance and Administration/AGM Christina Valencia IERCA Service Recognition
 - 11/12 External Affairs Department RP-5 Tour
 - 11/4 IEUA Staff at WaterWisePro Training LLC 1st Annual Maintenance & Construction Expo
- A "Water-Wise Education" ad ran on November 25 in the *Chino Champion*.
- A "Water-Wise Education" banner ad is currently featured in *Fontana Herald News*.
- A "Water-Wise Education" ad will run on December 18 in the *Chino Champion*.
- A "Water-Wise Education" ad will run in the December issue in *IE Magazine*.
- A "Water-Wise Education" ad will run on December 13 in *La Opinion*.
- A "Water-Wise Education" banner ad will run on December 12-16 in *La Opinion*.

For the month of November, there were 8,843 searches for a park in IEUA's service area on Yelp, where Chino Creek Wetlands and Educational Park was viewed 1,191 times, with 1,135 views coming from a mobile device.

Education and Outreach Updates

- Staff is working with Loving Savior School (Chino Hills) and Randall Pepper Elementary School (Fontana) to complete their water-wise garden installation as part of the Agency's Garden in Every School® Program (GIES). This current year's program will feature mini grants for schools that have an existing garden through GIES.


- Staff has developed a new activity and how-to video aligned with NGSS and STEAM standards, titled “Conservation Scavenger Hunt.”

Agency-Wide Membership Updates

- Randy Lee, Executive Manager of Operations/Assistant General Manager and Robert Delgado, Manager of Operations and Maintenance, attended the Isle Utilities: Western Wastewater and Texas TAG 33 Meeting on October 7.
- Randy Lee, Executive Manager of Operations/Assistant General Manager attended the Isle Utilities DTPG Meeting for Climate Resilience on October 14.
- Kathy Besser, Executive Manager of External and Governmental Affairs/Assistant General Manager; Denise Garzaro, Board Secretary/Office Manager and Laura Mantilla, Executive Assistant attended the Association of San Bernardino County Special Districts Redistricting 2021 Membership Meeting on October 18,
- Randy Lee, Executive Manager of Operations/Assistant General Manager attended the Association of California Water Agencies (ACWA) 2021 CLE Workshop Series Webinar on October 20.
- Richard Lao, Senior Environmental Resources Planner, attended the California Association of Sanitation Agencies (CASA) Regulatory Working Group Biosolids Meeting on October 21.
- Richard Lao, Senior Environmental Resources Planner, attended the California Association of Sanitation Agencies (CASA) Regulatory Working Group Water Meeting on October 21.
- Jeff Ziegenbein, Manager of Regional Compost Operations attended the California Association of Sanitation Agencies (CASA) RWG “Office Hours” on October 25.
- Richard Lao, Senior Environmental Resources Planner, attended the Southern California Alliance of Publicly Owned Treatment Works (SCAP) Air Quality Committee Meeting on October 26.
- Robert Delgado, Manager of Operations and Maintenance, attended the Isle Utilities: Western Water TAG 29 on October 27.
- Richard Lao, Senior Environmental Resources Planner, attended the California Association of Sanitation Agencies (CASA) Air Quality Committee Meeting on October 28.

**INFORMATION
ITEM**

3J



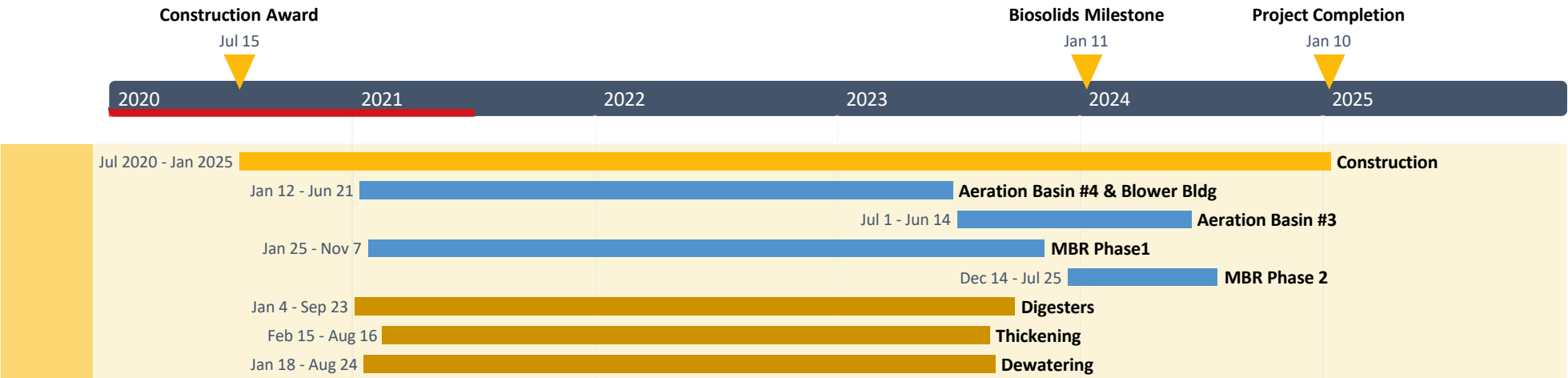
RP-5 Expansion Project Update:

December 2021
Project Nos. EN19001 and EN19006

Brian Wilson, P.E.
Senior Engineer
December 2021

RP-5: Project Status

Day 503 of 1640 = 31%



Role	Firm	Contract	This Month's Payment	Total Paid	% Complete
Contractor	WM Lyles	\$ 331,193,622	\$7,000,000	\$93,248,120	28%
Designer	Parsons	\$ 33,670,711	\$300,000	\$28,565,475	85%
Construction Management	Arcadis	\$ 21,125,523	\$350,000	\$5,722,243	27%

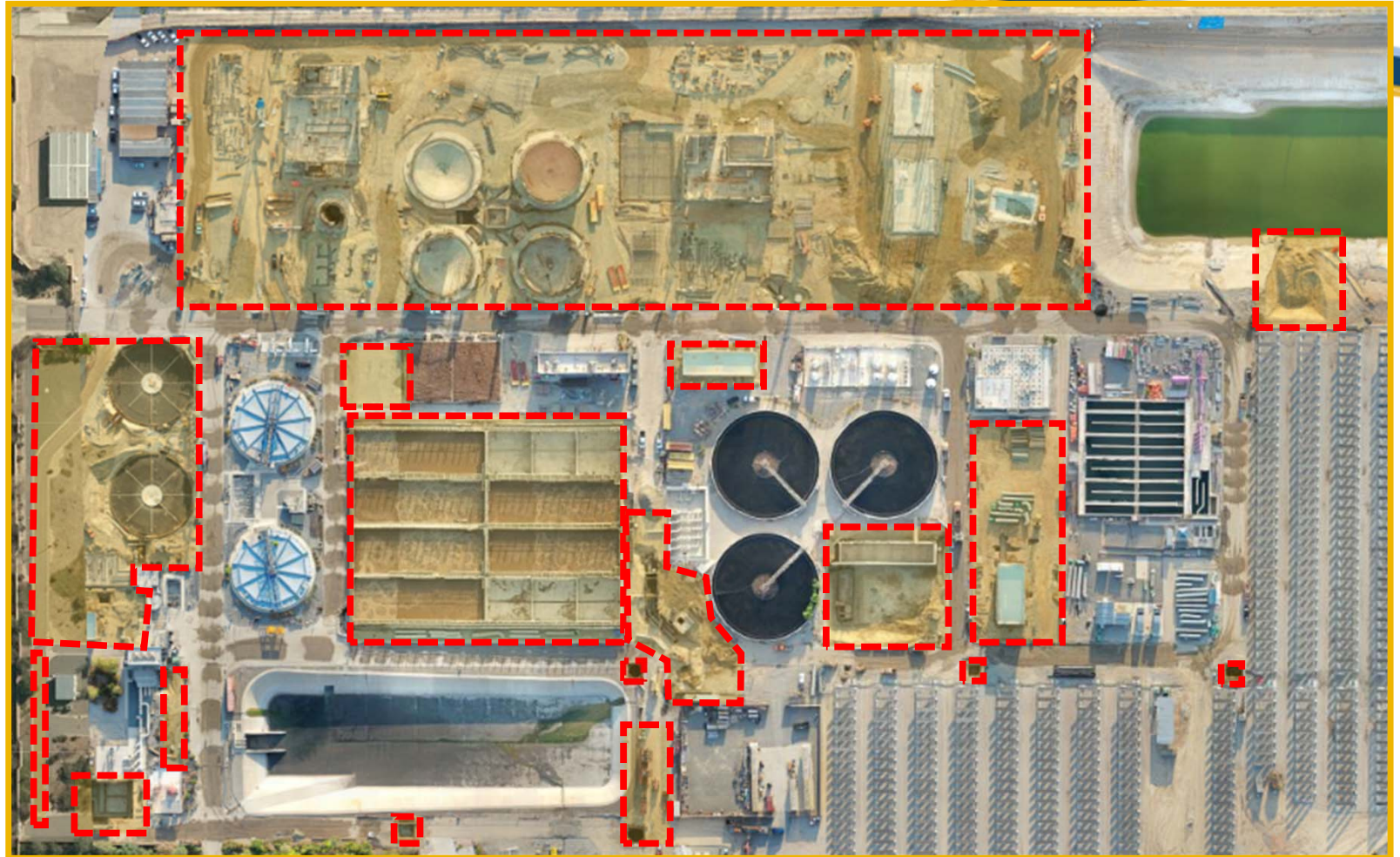
Data date: 11/30/2021

RP-5: Project Status Changes

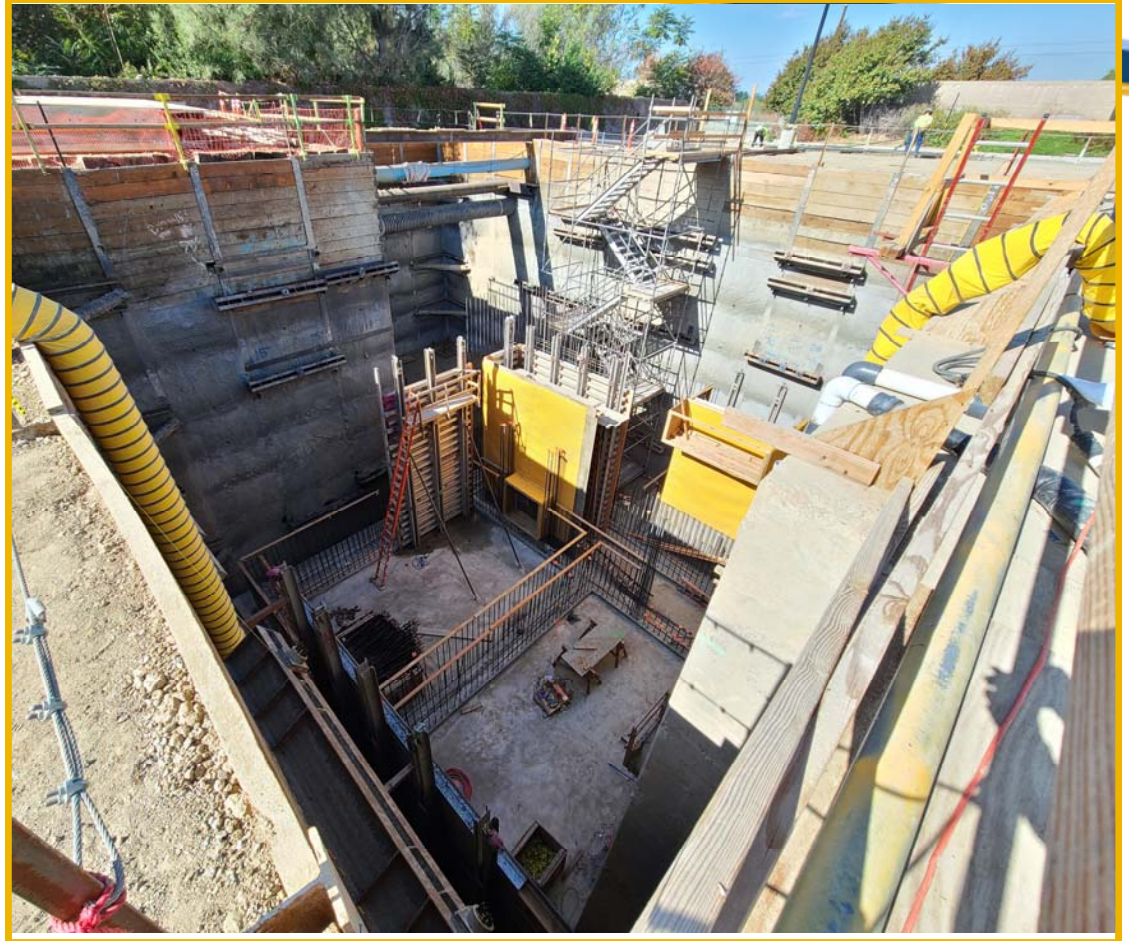
	Amount	Quantity
Original Contract	\$329,982,900	
Change Order (CO)	\$ 1,930,596	58
Request For Deviation (RFD)	\$ 2,562,251	120
Changes Total (CO+RFD)	\$4,492,847	178
% Change of Contract	1.4%	
% of Contingency	13.6%	

RP-5: Major Activity Areas

- Construction Staff**
- WML Craft: 175
 - WML Project: 34
 - IEUA & CM: 18
 - Total: 227



RP-5: Major Activities



Influent Pump Station

RP-5: Major Activities



Primary Clarifiers

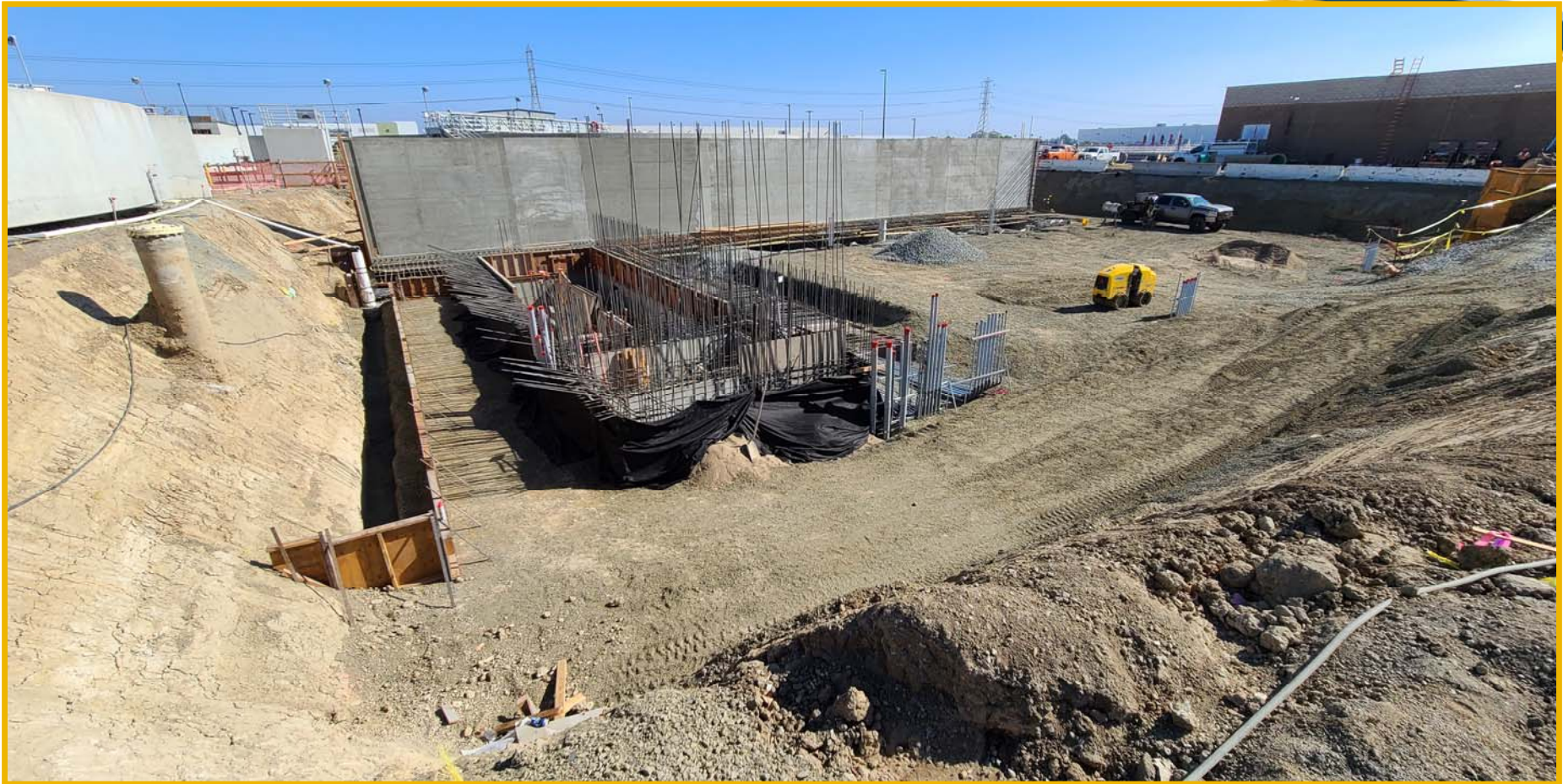
RP-5: Major Activities



Micro-tunneling

(Overflow pipeline from Influent Pump Station to the Emergency Overflow Pond)

RP-5: Major Activities



Membrane Bioreactor (MBR) Phase 1

RP-5: Major Activities



Acid Phase Digester

Thickening Building

Gas Phase Digesters

RP-5: Major Activities



Dewatering Building

Warehouses

Blower Building 2

RP-5: Major Activities



Solids Time Lapse



Questions?

INFORMATION
ITEM

3K

Date: December 8, 2021

SSD

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee:

Executive Contact: Javier Chagoyen-Lazaro, Acting Exec Manager of Finance & Admin/AGM

Subject: Treasurer's Report of Financial Affairs

Executive Summary:

The Treasurer's Report of Financial Affairs for the month ended October 31, 2021 is submitted in a format consistent with the State requirements.

For the month of October 2021, total cash, investments, and restricted deposits of \$513,176,755 reflects an increase of \$1,134,142 compared to the total of \$512,042,613 reported for September 2021. The increase can be primarily be attributed to an increase of operating revenues. The average days cash on hand increased from 201 days to 208 days for the month of October 2021.

The unrestricted Agency investment portfolio yield in October 2021 was 0.852 percent, a slight decrease of 0.041 percent compared to the September 2021 yield of 0.893 percent. The change in yield is attributed to market conditions and a slight decrease in earnings yield of managed investments and the Local Agency Investment Fund.

Staff's Recommendation:

The Treasurer's Report of Financial Affairs for the month ended October 31, 2021 is an information item for the Board of Director's review.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* N *Amount for Requested Approval:*

Account/Project Name:

Fiscal Impact (explain if not budgeted):

Interest earned on the Agency's investment portfolio increases the Agency's overall reserves.

Prior Board Action:

On November 17, 2021 the Board of Directors received the Treasurer's Report of Financial Affairs for the month ended September 30, 2021.

Environmental Determination:

Not Applicable

Business Goal:

The Treasurer's Report of Financial Affairs is consistent with the Agency's Business Goal of Fiscal Responsibility in providing financial reporting that accounts for cash and investment activities to fund operating requirements and to optimize investment earnings.

Attachments:

Attachment 1 - Background

Attachment 2 - PowerPoint

Attachment 3 - Treasurer's Report of Financial Affairs

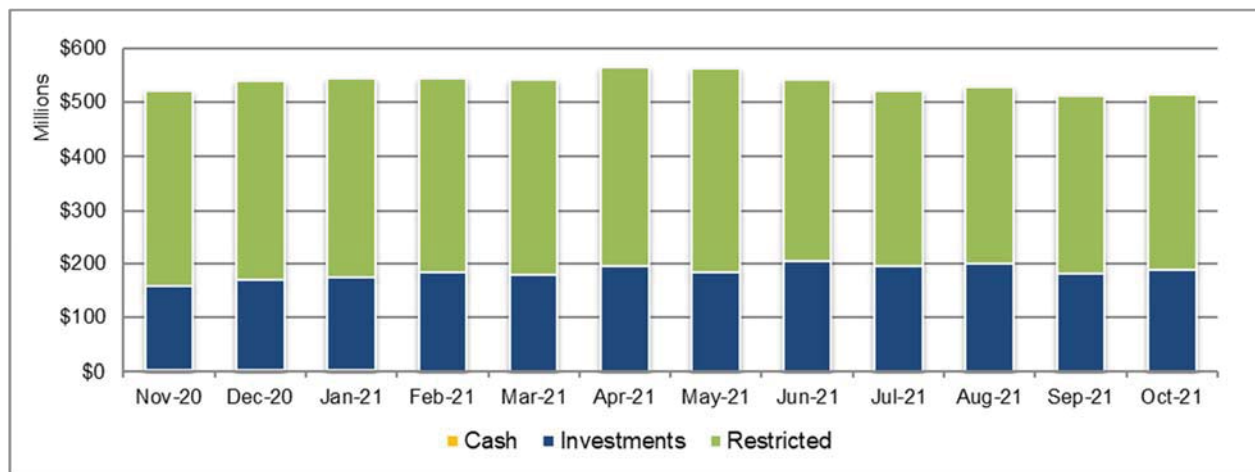
Background

Subject: Treasurer's Report of Financial Affairs

The Treasurer's Report of Financial Affairs for the month ended October 31, 2021 is submitted in a format consistent with State requirements. The monthly report denotes investment transactions that have been executed in accordance with the Agency's Investment Policy (Resolution No. 2021-4-2).

Agency total cash, investments, and restricted deposits for the month of October 2021 was \$513.1 million, an increase of \$1.1 million compared to the \$512.0 million reported for the month ended September 2021. The increase can be primarily attributed to increased operating revenues.

Figure 1: Cash, Investments, and Restricted Deposits



One of the securities held in the Agency's portfolio, Walt Disney Company Corporate Notes, maturing on March 4, 2022, is rated by Standard & Poor's as BBB+. The security remains in compliance with the Agency's Investment Policy and the California Government Code, as it is still rated "A2" by Moody's and "A-" by Fitch.

PFM will continue to focus on investment discipline and maintaining a neutral duration strategy to ensure current investments align with the Agency's Investment Policy's goals of preservation of capital in the overall portfolio, provide sufficient liquidity to meet to operating requirements, and attain a market rate of return throughout budgetary and economic cycles.

Table 1 represents the unrestricted Agency investment portfolio by authorized investment and duration with a total portfolio amount of \$187.5 million. The Agency portfolio excludes cash and restricted deposits in the amount of \$325.6 million held by member agencies and with fiscal agents, including \$149.5 million in capitalized interest and debt proceeds for the RP-5 Expansion Project.

Table 1: Agency Portfolio

Authorized Investments	Allowable Threshold (\$ million or %)	Investment Value as of October 31, 2021 (\$ million)				Average Yield %	Portfolio% (Unrestricted)
		Under 1 Year	1-3 Years	Over 3 Years	Total		
LAIF*- Unrestricted	\$75	\$55.1	\$0.0	\$0.0	\$55.1	0.203%	29.40%
CAMP** – Unrestricted	n/a	2.6			2.6	0.050%	1.36%
CBB*** – Sweep	40%	17.6			17.6	0.100%	9.38%
Sub-Total Agency Managed		\$75.3	\$0.0	\$0.0	\$75.3	0.174%	40.14%
Brokered Cert. of Deposit	30%	\$1.7	\$1.4	\$0.0	\$3.1	1.307%	1.67%
Medium Term Notes	30%	4.7	9.0	4.9	18.6	2.046%	9.95%
Municipal Bonds	10%		0.4	1.7	2.1	0.986%	1.14%
Supranational Bonds	20%		1.7		1.7	0.520%	0.89%
US Treasury Notes	n/a	2.9	26.4	25.7	55.0	1.285%	29.31%
US Gov't Securities	n/a	2.6	13.4	15.7	31.7	0.976%	16.89%
Sub-Total PFM Managed		\$11.9	\$52.3	\$48.0	\$112.2	1.31%	59.86%
Total		\$87.2	\$52.3	\$48.0	\$187.5	0.852%	100.0%

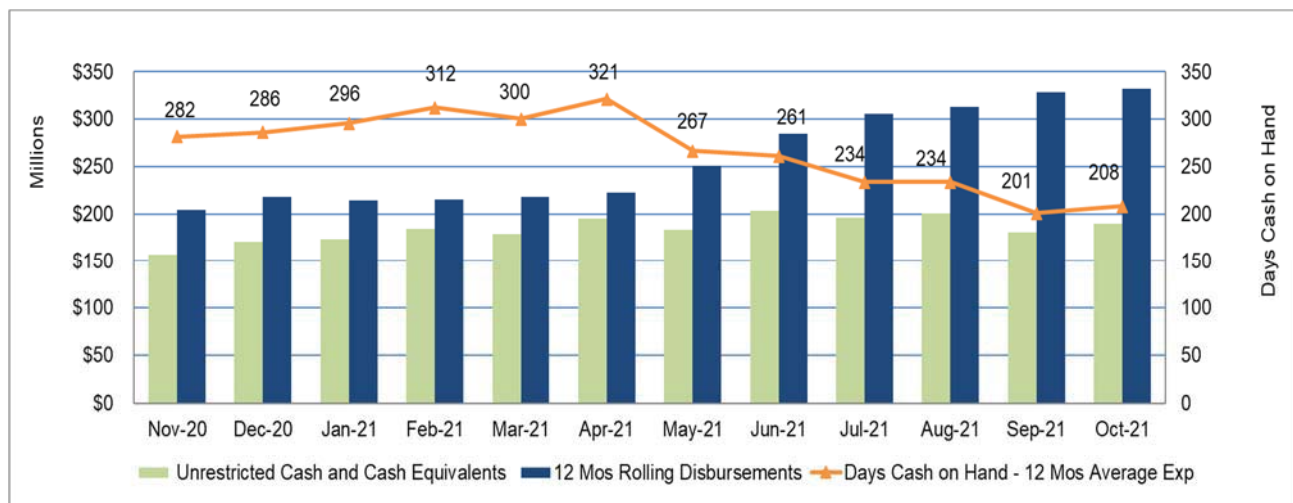
*LAIF – Local Agency Investment Fund

**CAMP – California Asset Management Program

*** CBB – Citizens Business Bank

+/- due to rounding

Average days cash on hand is calculated by using the monthly ending balance of unrestricted cash and cash equivalents divided by disbursements associated with operating expenses, debt service costs, and capital expenditures. The average days cash on hand increased from 201 days to 208 days for the month of October 2021 as shown in Figure 2.

Figure 2: Days Cash on Hand – 12 Month Rolling Average

Monthly cash and investment summaries are available on the Agency's website at:

<https://www.ieua.org/read-our-reports/cash-and-investment/>



Treasurer's Report of Financial Affairs for Month Ended October 31, 2021

Javier Chagoyen-Lazaro

Acting Executive Manager of Finance and Accounting

December 2021

Agency Liquidity

- Decrease in overall yield is attributed to changes in earnings yield in managed investment accounts and the Local Agency Investment Fund

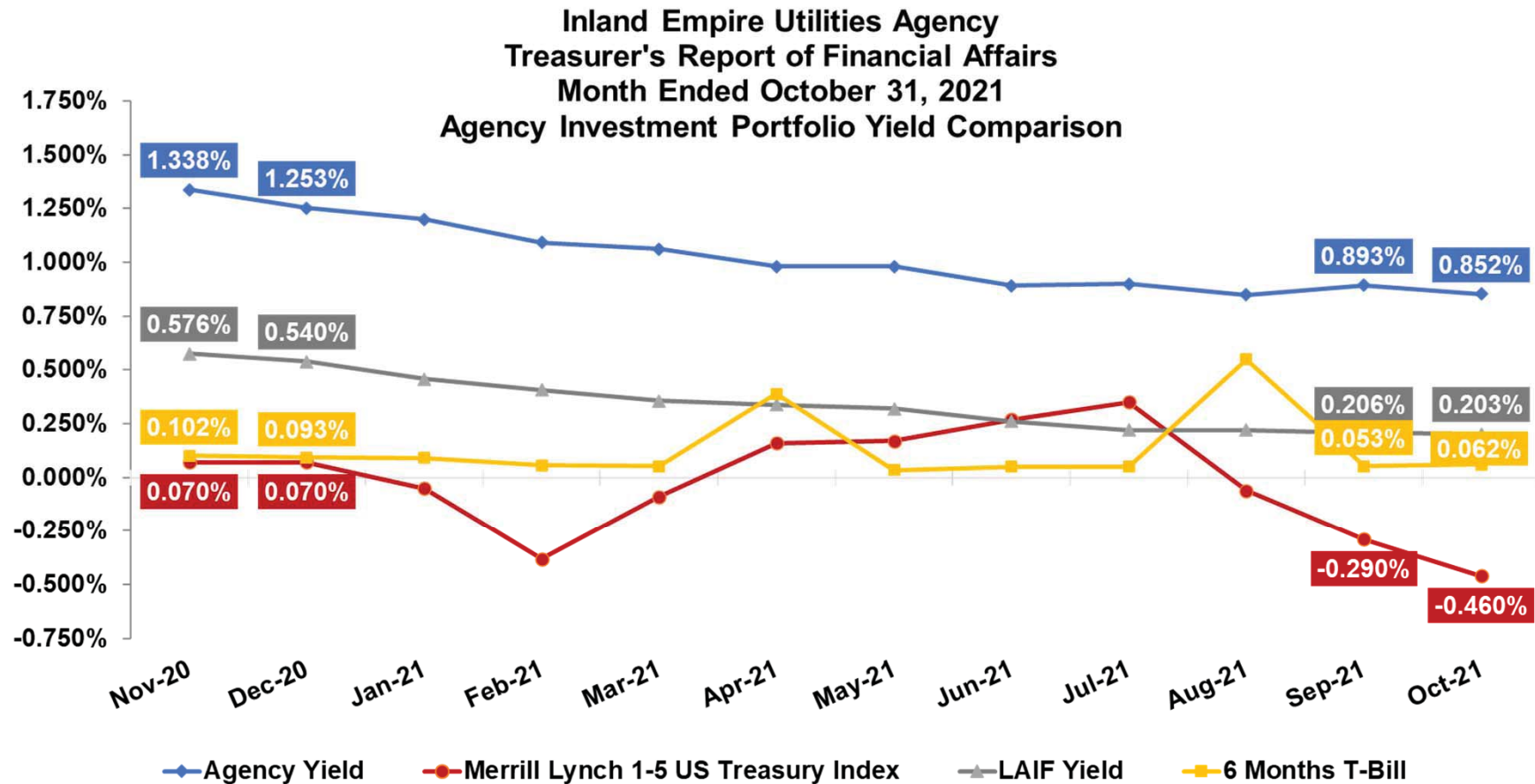
Description	October \$ Millions	September \$ Millions	Increase / (Decrease) \$ Millions
Investment Portfolio	\$187.5	\$178.8	\$8.7
Cash and Restricted Deposits	\$325.6	\$333.2	(\$7.6)
Total Investments, Cash, and Restricted Deposits	\$513.1	\$512.0	\$1.1
Investment Portfolio Yield	0.852%	0.893%	(0.041%)
Weighted Average Duration (Years)	1.46	1.51	(0.05)
Average Cash on Hand (Days)	208	201	7

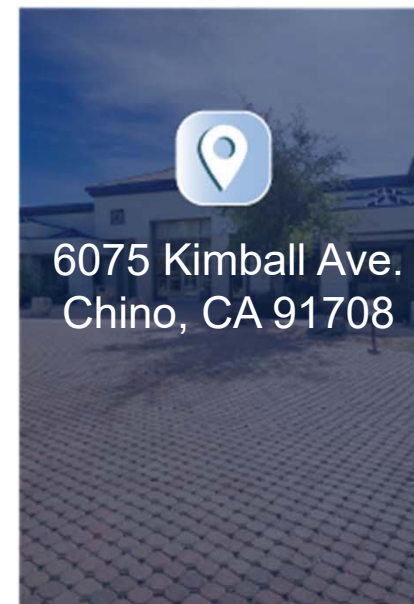
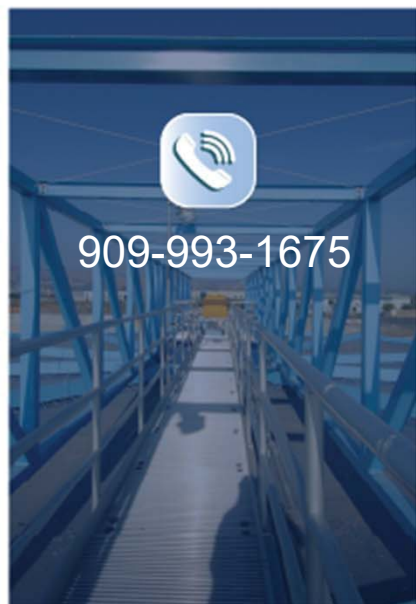
Monthly cash and investment summaries available at: <https://www.ieua.org/read-our-reports/cash-and-investment/>

Agency Investment Position

Authorized Investments	Allowable Threshold (\$ million or %)	Under 1 Year	1 – 3 Years	Over 3 Years	Total	Average Yield %	Portfolio % (Unrestricted)
Local Agency Investment Fund	\$75	\$55.1	\$0.0	\$0.0	\$55.1	0.203%	29.40%
California Asset Management Program	n/a	2.6			2.6	0.050%	1.36%
Citizens Business Bank – Sweep	40%	17.6			17.6	0.100%	9.38%
Sub-Total Agency Managed		\$75.3	\$0.0	\$0.0	\$75.3	0.174%	40.14%
Brokered Certificates of Deposit (CD)	30%	\$1.7	\$1.4	\$0.0	\$3.1	1.307%	1.67%
Medium Term Notes	30%	4.7	9.0	4.9	18.6	2.046%	9.95%
Municipal Bonds	10%		0.4	1.7	2.1	0.986%	1.14%
Supranational Bonds	20%		1.7		1.7	0.520%	0.89%
US Treasury Notes	n/a	2.9	26.4	25.7	55.0	1.285%	29.31%
US Government Securities	n/a	2.6	13.4	15.7	31.7	0.976%	16.89%
Sub-Total PFM Managed		\$11.9	\$52.3	\$48.0	\$112.2	1.31%	59.86%
Total		\$87.2	\$52.3	\$48.0	\$187.5	0.852%	100.0%

Portfolio Yield Comparison





@IEUAWater

**INFORMATION
ITEM**

3L

Date: December 8, 2021

To: The Honorable Board of Directors

Committee: Audit


From: Teresa Velarde, Manager of Internal Audit

12/06/21

Manager Contact: Teresa Velarde, Manager of Internal Audit

Subject: Internal Audit Department Quarterly Status Report for December 8, 2021

Executive Summary:

The Audit Committee Charter requires that a written status report be prepared and submitted each quarter. The Internal Audit Department Quarterly Status Report includes a summary of significant internal and external audit activities for the reporting period.

During this quarter, along with additional routine audit projects and administrative tasks, Internal Audit (IA) staff completed an extensive audit of the procure to pay processes for the Agency's chemicals. This was a follow up to the comprehensive Accounts Payable Operational and Internal Control Audit presented on August 30th, 2021 and in response to concerns related to the late payments of invoices. IA completed an audit report with various observations and recommendations for consideration. IA also completed the annual Quality Control Review of the Annual Comprehensive Financial Report. Additionally, IA provided a Brown Bag Presentation to Agency employees about the role of Internal Audit. Finally, IA completed candidate evaluations and interviews for the Senior Auditor position. The attached Quarterly Status Report provides details of the various audit projects.

Staff's Recommendation:

This is an information item.

Budget Impact Budgeted (Y/N): N Amendment (Y/N): Y Amount for Requested Approval:

Account/Project Name:

N/A

Fiscal Impact (explain if not budgeted):

N/A

Prior Board Action:

On June 16, 2021 the Board of Directors approved the Fiscal Year 2021/22 Annual Audit Plan in which IAs projects are listed.

On December 16, 2020, the Board of Directors reconfirmed the approved Audit Committee and IA Department Charters. The Charters require a quarterly Status Report.

Environmental Determination:

Not Applicable

Business Goal:

The IA Status Report is consistent with the Agency's Business Goals of Fiscal Responsibility, Workplace Environment, and Business Practices by describing IA's progress in providing independent evaluations and audit services of Agency financial and operational activities and making recommendations for improvement, to promote a strong, ethical internal control environment, safeguarding Agency's assets and fiscal health, providing recommendations to improve processes and to assist management in achieving organizational goals and objectives.

Attachments:

Attachment 1 - Internal Audit Department Status Report for December 8, 2021

Internal Audit Department Quarterly Status Report for December 2021

Projects Completed This Period

Project: **Accounts Payable Operational and Internal Control Audit:
Procure to Pay Processes for Agency Chemicals**

Scope:

The objective of the audit was to evaluate the procure to pay processes for Agency chemicals, including ordering, receiving and payments; to identify problems, bottlenecks and inefficiencies in the various steps to process chemical vendor invoices timely.

Status: **COMPLETE**

In the **Accounts Payable Operational and Internal Control Interim Audit Report**, dated August 20, 2021, IA selected and completed an extensive evaluation of the Procure-to-Pay processes for Agency Chemicals because of the critical nature of these goods needed to carry out the essential services of the Agency.

During the August Audit Committee Meeting, in response to the Audit Committee's concerns and as a commitment to address the various issues with late payments, IEUA's General Manager created the Agency's Strike Team to make immediate changes to improve payment processing. The Strike Team meets almost weekly to discuss IAs audit progress and audit findings and recommendations and proposed improvements are discussed. The Strike team is composed of members from Internal Audit, Asset Management, Engineering, Finance and Accounting, Contracts and Procurement and Business Information Services.

The Strike Team agreed on the existing problem and is the basis for the scope of this audit: ***Agency invoices are not being paid by the invoice due date and/or within the payment terms.*** IA suggest the Strike Team take the lead to address IAs audit observations and recommendations noted in this audit report.

The audit report is presented under a separate cover, contains a spreadsheet listing over 30 audit recommendations, several flowcharts and pictures of the process for P2P for Chemicals. IA notes that efficiencies can be improved in the entire process from the receiving functions in the Agency's financial systems to the processing functions. The findings and recommendation all relate to general themes including:

- Processes and procedures require changes to make them more efficient
- Visibility of transactions through monitoring reports
- Purchase Order (PO) & Purchase Requisition (PR) requirements and funding needs
- Training & Standard Operating Procedures (SOPs)
- Communication, cross-communication & customer service approach
- Efficient processes to ensure receiving is completed timely
- Proactive approach and procedures to ensuring timely payment

The next area to be evaluated will be the P2P process for parts and other goods/services.

Project: **Quality Control Review of the FY 2020/21 Annual Comprehensive Financial Report (ACFR)**

Scope:

IA performs a Quality Control Review of the ACFR. The role of IA is one of an added quality control review for quality and professional presentation to ensure that financial information transfers accurately between the financial schedules and to ensure a professional presentation. IA also reviews the requirements of the GFOA for the annual award and the disclosures required by the Agency's outstanding bonds, if necessary.

Status: **COMPLETE**

IA's review includes the following procedures:

- Verified that the FY 2021 amounts and totals on the financial statements were transferred accurately from the FY 2021 Trial Balance.

Internal Audit Department Quarterly Status Report for December 2021

- Verified that the FY 2020 amounts/totals for all financial statements were transferred accurately from the FY 2020 published ACFR to the FY 2021 ACFR.
- Recalculated the FY 2021 totals on all financial statements for mathematical accuracy.
- Checked titles and years to ensure updates were made for the years they correspond to.
- Reviewed narratives for completeness, spelling and grammatical accuracy.
- Reviewed all sections of the ACFR to ensure consistency and a professional presentation.

IA is in the process of finalizing their comments and recommendations for the Finance and Accounting department. The compilation of the ACFR is an Agency-wide team effort. IA will provide a report to the Finance and Accounting's management upon completion of its review.

Project: "The Role of IEUA's Internal Audit Department"
Presentation for Human Resources Monthly Brown Bag Series

Scope:

The Agency's Human Resources Department (HR) facilitates monthly Brown Bag workshops where different Agency departments present on various Agency functions and programs. Presentations are conducted virtually via Microsoft Teams and all Agency employees are invited. Internal Audit presented on the Role of Internal Audit on October 21, 2021.

Status: COMPLETE

IA (currently, only a department of 2) provided a virtual presentation to all Agency employees about the Role of the Internal Audit Department. This was noted in the Agency's "Employee Weekly Update":

On October 21, the Brown Bag Session was presented by the Internal Audit Team. The team provided us an overview of their role and functions along with the importance and benefit of having an Internal Audit team. In addition, the Audit Team discussed the process of an Operational Audit, outlining the 7 questions the team attempts to answer during an operational audit. The team also detailed the different steps involved and what to expect during an audit. Lastly, the team shared information and statistics on occupational fraud and tips on how to prevent fraud from happening. Approximately 84 Agency employees participated in this Brown Bag.

IA is thankful to the General Manager, Deputy General Manager and the Agency's Audit Committee Advisor, for providing short video clips demonstrating their support for the role of Internal Audit. These were incorporated into our presentation to demonstrate that IA is part of the whole IEUA team and ready to assist with every way we can. IA also appreciates staff's help in preparing for the presentation. The presentation was well received by staff and many positive comments have been given to IA staff.

Projects in Progress

Project: Review the Agency's practice and use of Electronic Signatures

Scope:

BIS requested the assistance of IA to evaluate the Agency's current use of electronic signatures using DocuSign®, a secured signature service.

Status: In Progress

Due to the current remote work status and in response to ensure all transactions are processed timely, to avoid disruption to business continuity and ensure all necessary documents are approved and signed as required, the use of electronic approvals and signatures has increased. This initial and preliminary evaluation focused on how the Agency's electronic methods for signatures, such as DocuSign®, Adobe Acrobat and other electronic signatures are being used within the Agency. IA reviewed the various Agency internal and

Internal Audit Department Quarterly Status Report for December 2021

external forms and documents that require electronic signatures and evaluated the types of electronic signatures that may be practical and necessary. IA has discussed the preliminary results of the evaluation and recommendations with BIS management and the Executive Management team for their consideration. Additional evaluation of these processes will be completed once remote work status transitions to the original on-site work status. A final report or results will be documented at that time.

Project: **Asset Management Defect Elimination Committee & Safety Committee**

Scope:

IA participates in meetings related to the Agency's Asset Management program and the Safety programs to gain an understanding of the Agency's priorities and understand Agency risks, represent the department and be a resource to provide feedback and recommendations.

Status: **On-going**

During this quarter, IA staff participated in monthly meetings for each. Understanding Agency priorities and potential risks assists in audit planning. These meetings require approximately 1 hour each per month and do not compromise the independence of the auditors or the Internal Audit Department.

Project: **Final Report: Review of Agency COVID-19 Expenses**

Scope:

The original evaluation reviewed the expenses incurred by the Agency in response to the ongoing global pandemic (COVID-19). Expenses include costs incurred to comply with health guidelines, to prevent the spread of COVID-19, protect Agency personnel and the public, cost related to transitioning employees to work from home and ensuring proper on-site precautions. The objectives of the review were to evaluate if the expenses are in compliance with Agency policies and procedures, follow proper internal controls and contain the required supporting documentation.

Status: **In Progress**

In the Fall of 2020, IA worked closely with the Grants Department to evaluate the COVID-19 expenditures incurred by the Agency and submitted for possible reimbursement by the Federal Emergency Management Agency (FEMA). As of October 31, 2020, the Agency had incurred approximately \$600,000 in expenses for laptops, computer-related equipment and accessories, personal protective equipment (PPE), disinfection/cleaning services, etc. At the time of the original review, the Grants Department had submitted over \$550,000 in costs for potential reimbursement, while they continue to work with other departments to compile additional costs and continued to research FEMA grants and other funding opportunities.

Grants staff provided an update and stated that FEMA advised the Agency to withdraw the original application and resubmit taking into consideration additional rules for eligible costs. Recently, in September 2021, IEUA Grants staff resubmitted a revised application for \$326,307 where most of the reduction was related to labor and computer equipment. At this time, this application is being reviewed by FEMA before any reimbursements are granted. Grants staff also stated that FEMA guidelines have changed to add additional eligibility time to April 2022 and with this extension, it will allow additional eligible costs to be submitted in the future.

Additionally, staff stated that a new source of funding was identified for \$122,635 incurred for laptops and software purchased by the Agency for remote work, which was deemed ineligible by FEMA. The new source of funding will come from the California Department of Finance.

IA will coordinate with the Grants Department to provide a comprehensive update on all the details and information related to the Agency's COVID-19 expenses and the eligible/reimbursable amounts from the different funding sources. This coordination/report will be scheduled through the Annual Audit Plan in June.

A final report will be presented to the Audit Committee when final financial information is available.

Internal Audit Department Quarterly Status Report for December 2021

Project: Follow-Up IT Equipment Audit – Integrated Systems Services (ISS)

Scope: In Progress

To evaluate the status of the two open recommendations from the original Information Technology (IT) Equipment audit completed in 2012. The recommendations are:

- Original Recommendation # 3 (dated August 2012): ISS implement appropriate tracking systems that include relevant information on IT purchases (i.e., serial numbers, etc.), are updated timely and are complete and accurate. ISS should establish procedures to enter, modify, and delete information in the tracking systems that address areas such as timeliness for updates, responsibilities for maintaining the systems, and the types of items included in the tracking system.
- Original Recommendation # 1 (dated November 2012): ISS should ensure that any services procured with P-Cards are expressly authorized by the Manager of CAP, CFO, AGM or GM prior to committing to services.

Status:

IA will meet with ISS to evaluate the remaining two recommendations. Based on the results of the discussions with the Operations Division and ISS Management, IA will assess the feasibility to expand the scope of the audit to evaluate additional areas to provide added value to the department and Agency.

On July 26, 2021, ISS initiated an inventory of *Technology assets* assigned to Agency staff. The purpose of the inventory is to update asset records of Technology equipment issued through the department. A technology asset inventory assists in ensuring financial reporting is accurate and assists in maintaining physical accountability of the assets. Technology assets include: desktop computers, laptops, monitors, printers, docking stations, tablets, mobile phones, Jetpacks, and other computer peripherals.

Additional details will be documented in the next Internal Audit Department Quarterly Status Report.

Report on Open Audit Recommendations as of December 2021

The IAD Charter requires IA to follow-up on the status of outstanding recommendations to determine if corrective actions have been implemented. Follow-up reviews are scheduled through the Board-approved Annual Audit Plan. Executive Management supports the implementation efforts of the recommendations previously provided and/or the development of alternative controls to address the original risks identified.

Status: On-going

As of December 2021, there are 67 outstanding audit recommendations. Details about each of the outstanding recommendations is submitted with the Annual Audit Plan each June. This summary provides an updated count of the outstanding recommendations. This summary includes new recommendations provided during this fiscal year as well as considers any recommendations cleared during the year (up to the prior quarter). A follow up review is typically scheduled between 12–24 months from the date of the original audit, to allow time for full implementation. If a recommendation is deemed not implemented, the recommendation remains outstanding or alternate controls to mitigate any risks are evaluated to determine if the risk has been addressed and the recommendation is no longer applicable. A follow up review is also scheduled sooner, if requested by the Audit Committee or Executive Management and/or the department audited. The audited business units are encouraged to submit additional information for IA review if they determine the recommendation has been satisfied.

Internal Audit Department Quarterly Status Report for December 2021

Area Audited	Report Issued Date	No. of Recs. Remaining to be Verified by IA*	Planned Follow-Up
Accounts Payable Follow-Up (Deferred Recommendations related to Agency Policies)	August 29, 2013	2	FY 2022
Follow-Up – IT Equipment Audit – ISS	February 29, 2016	2	FY 2022
Follow-Up – IT Equipment Audit – FAD	December 5, 2016	6	FY 2022
2017 Petty Cash Audit & Follow-Up Review	June 5, 2017	7	FY 2023
Water Use Efficiency Programs Audit	June 5, 2017	6	FY 2023
Contracts and Procurement Follow-Up Audit	August 30, 2017	1	FY 2023
Payroll Operations Audit	August 30, 2017	5	FY 2023
Procurement Card Audit	March 1, 2018	7	FY 2023
Wire Transfers Audit	March 1, 2018	4	FY 2023
Inter-fund Transactions Audit	August 30, 2018	1	FY 2024
Accounts Payable Follow-Up Audit	May 30, 2019	4	FY 2024
Voyager Fuel Card Audit	May 30, 2019	4	FY 2024
Human Resources Audit: Hiring and Promotions Operations Review	December 2, 2019	7	FY 2024
Recycled Water Revenues Audit	May 28, 2020	3	FY 2024
Human Resources: Workload Indicators Review	May 29, 2020	2	FY 2024
Human Resources Operational Audit: Administration of Employee Training and Development Programs	August 31, 2020	5	FY 2025
Agency Vehicle Operational Follow-up audit: Review of Vehicle Inventory Procedures	May 27, 2021	1	FY 2025
Regional Contract Review – Final Audit Report (planned for full implementation with the renegotiation of the Regional Contract)	December 16, 2015	31	Pending – Renegotiation of the Regional Contract
Total Outstanding Audit Recommendations		98	

**The Outstanding Recommendations Table does not update the status of recommendations resolved by follow-up audits during the current quarter or add any new recommendations resulting from the projects completed during this quarter (as noted in this Status Report). The table is revised for those changes once all items have been received by the Audit Committee and the Board of Directors which is when items are determined to be final.*

As of August 2021, 98 recommendations remain outstanding:

- 31 relate to the renegotiation of the Regional Contract,
- 20 relate to upcoming updates to Agency policies which is being facilitated by an outside consultant working with Human Resources Department,
- 10 recommendations relate to audits completed within the previous 12 months and need additional time for full implementation by the departments.
- 37 recommendations are eligible for follow up evaluation

An additional 35 audit recommendations will be added, resulting from the Review of the Procure to Pay Processes for Chemicals. These recommendations will be added to the table above after the audit report is

Management Requests

received and filed by the Board. The report is being submitted under separate cover.

On-going

Assist Agency Management with requests for analysis, evaluations, and verification of information, assist with the interpretation of policies and procedures, and/or provide review and feedback on new policies or procedures. Additionally, staff assists with interviews, document evaluations and discussions when asked and time permits. These services are provided according to the IAD Charter, the Annual Audit Plan, and best practices. The management request projects are short-term projects, typically lasting no more than 75 hours

Internal Audit Department Quarterly Status Report for December 2021

where IA determines it has the necessary staff, skills, and resources to provide the requested assistance without having to delay/defer scheduled audits and priority projects. The scope of each review is agreed upon between the department manager requesting the evaluation, review, analysis or assistance, the Manager of IA and when deemed appropriate by Executive Management.

Special Projects

On-going

Perform special reviews and projects including analyzing transactions, evaluating documents and policies, verifying information, assisting with interpretation of Agency Policies or other required procedures, and providing recommendations and feedback on results of the analysis, engaging necessary assistance if and/or when necessary, reporting to the General Manager and the Audit Committee. These services are provided according to the IA and Audit Committee Charters, the Annual Audit Plan, and/or best practices.

Special Projects can be short or long-term projects, typically requiring more than 80 hours of staff time and requiring setting aside or delaying work on scheduled audit projects. The scope of the review is not generally known, and the work must be handled with the highest degree of confidentiality and care, as with all audit projects. Special Projects are usually considered highly confidential.

Internal Audit Staffing and Professional Development

As required by the *International Standards for the Professional Practice of Internal Auditing*, and the IA Charter, auditors must regularly enhance their knowledge, skills, and other competencies through continuing professional development. During the past quarter, IA staff has continued to stay abreast of industry developments through review of industry literature and participation in on-line webinars.

During this quarter, IA staff attended virtual trainings provided by the Institute of Internal Auditors, CSMFO and other training hosted by the Agency's Human Resources Department.

The Internal Audit Manager and Senior Auditor are members of the governing board of the Inland Empire Chapter of the IIA. The governing board sets direction for the chapter. The Manager of IA has a Master's degree in Public Administration (MPA). The Manager of IA and Senior Auditor are Certified Government Audit Professionals (CGAP®). The CGAP® certification program is designed for auditors working in the public sector and demonstrates government knowledge and expertise.

The Internal Audit Department is staffed as follows:

- 1 Full-time Manager of Internal Audit
- 1 Full-time Senior Internal Auditor
- 1 Full-time Senior Internal Auditor – evaluation/recommendation pending

Future Audit Committee Meetings

- *Monday, March 7, 2022 – Regularly Scheduled Audit Committee Meeting*
- *Monday, June 6, 2022 – Regularly Scheduled Audit Committee Meeting*
- *Monday, September 12, 2022 - Regularly Scheduled Audit Committee Meeting*
- *Monday, December 5, 2022 – Regularly Scheduled Audit Committee Meeting*

**INFORMATION
ITEM**

3M

Date: December 8, 2021

To: The Honorable Board of Directors

Committee: Audit


From: Teresa Velarde, Manager of Internal Audit

12/06/21

Manager Contact: Teresa Velarde, Manager of Internal Audit

Subject: Accounts Payable Operational and Internal Controls Audit Report
Review of Procure to Pay Processes for Chemicals

Executive Summary:

IA staff completed an extensive evaluation of the procure to pay process for Agency chemicals. The objective of the audit was to evaluate the procure to pay processes for Agency chemicals, including ordering, receiving and payments, to identify problems, bottlenecks and constraints in the various steps to process chemical vendor invoices timely.

IA had previously presented an Interim Audit Report which noted that approximately 40% of the time invoices are paid after the invoice due date and terms. IA was directed to perform further evaluations. In response, IEUA's General Manager created a team with members from various departments to address the concerns. The report attached provides a list of observations and recommendations related to the following themes/issues: Processes and procedures require changes to make them more efficient, visibility of transactions through monitoring reports, PO & PR requirements and funding needs, training and Standard Operating Procedures (SOPs) are needed, communication, cross-communication and customer service approach need to be improved. IA will continue to further evaluate the procure to pay process for other Agency goods and services.

Staff's Recommendation:

This is an information item for the Board.

Budget Impact *Budgeted (Y/N):* N *Amendment (Y/N):* Y *Amount for Requested Approval:*

Account/Project Name:

N/A

Fiscal Impact (explain if not budgeted):

N/A

Prior Board Action:

On June 16, 2021 the Board of Directors approved the Fiscal Year 2021/22 Annual Audit Plan.

On December 16, 2020, the Board of Directors reconfirmed the approved Audit Committee and IA Department Charters. The responsibilities and authority of IA are listed in the Charters.

Environmental Determination:

Not Applicable

Business Goal:


The Accounts Payable Operational and Internal Control Audit Report Review of Procure to Pay Processes for Chemicals is consistent with the Agency's Business Goals of Fiscal Responsibility, Workplace Environment, and Business Practices by ensuring that IA's evaluations provide recommendations that foster a strong control environment, safeguard assets, promote a safe work environment and assist management in achieving organizational goals and objectives.

Attachments:

Attachment 1 - Accounts Payable Operational and Internal Controls Audit Report
Review of Procure to Pay Processes for Chemicals
Attachment 2 - PowerPoint

DATE: November 24, 2021

TO: Shivaji Deshmukh
General Manager


FROM: Teresa V. Velarde
Manager of Internal Audit

**SUBJECT: Accounts Payable Operational and Internal Control Audit Report –
Review of Procure to Pay Processes for Chemicals**

Audit Authority

The Inland Empire Utilities Agency (IEUA or Agency) Internal Audit Department (IA) has performed an audit of the procure to pay processes related to chemicals. The review was performed under the authority given by the Board of Directors in the approved Fiscal Year (FY) 2021/22 Annual Audit Plan and the IAD's Charter.

Audit Objective:

The objective of the audit was to evaluate the procure to pay processes for Agency chemicals, including ordering, receiving and payments, to identify problems, bottlenecks, and constraints in the various steps to process chemical vendor invoices timely, and propose recommendations to make the process more efficient.

Audit Techniques applied:

Audit techniques include:

- Interviews with Agency staff
- Observations of chemical deliveries
- Review of Agency policies
- Review of Standard Operating Procedures
- Review of the department's goals and objectives
- Evaluate internal controls
- Evaluate the steps to perform receiving, matching and payment process
- Analysis of financial transactions
- Review of supporting documents

Audit Results – Executive Summary & Background

During the Special Audit Committee Meeting, on August 30, 2021, IA presented the **Accounts Payable Operational and Internal Control Interim Audit Report**, dated August 20, 2021. The audit report gathered and evaluated information related to the process to pay vendor invoices and the results of the timeliness of all Agency invoice payments. The audit results found that in the 4 fiscal years evaluated since FY 2017/18, approximately 40% (more or less) of the time, the Agency pays invoices late. In some cases, the Agency receives numerous calls and emails from vendors requesting overdue payments, and at times, the Agency has been placed on “Credit Hold” by various vendors due to late payments. The Audit Committee discussed the need to further evaluate and correct the delays in payments to vendors to improve the Agency’s relationships and image with paying its vendors on time.

In response to the Audit Committee’s concerns and as a commitment to address the various issues, IEUA’s General Manager created the Agency’s Strike Team to further evaluate and make immediate changes to improve payment processing. The Strike Team meets almost weekly to discuss proposed improvements. The Strike team is composed of members from the following departments:

- Internal Audit
- Asset Management
- Engineering
- Finance and Accounting
- Contracts and Procurement
- Business Information Services

The Strike Team agreed on the existing problem and is the basis for the scope of this audit: ***Agency invoices are not being paid by the invoice due date and/or within the payment terms.*** IA recommends the Strike Team take the lead to ensure IAs observations and recommendations in this report are addressed to improve processes.

During the Audit Committee Meeting, IA proposed completing first, a review of the to procure to pay processes for chemicals due to the critical nature to operations. The Agency’s *chemicals* are identified as having the *highest* risk and greatest *impact* if these are not purchased and delivered on time. Chemicals are considered “*critical*” to the wastewater treatment process because of the public health regulatory requirements.

Internal Audit’s report follows and is organized as such:

- IA’s list of observations/findings and corresponding recommendations, noting the impact if the recommendations are implemented and the impacted Agency departments.
- Flowcharts, narratives, and detailed information about the Procure to Pay (P2P) processes.
- Background information about the O&M department and the chemicals used.
- Pictures of IAs observations of the chemical deliveries.
- Summary of analysis of specific, selected transactions to support observations.

Acknowledgements

IA would like to extend our appreciation to Accounting, Business Information Systems, Operations, Engineering and Contracts and Procurement staff for their cooperation and assistance during this review and look forward to continually working together.

Discussions with Management

IA provided this audit report in draft format and discussed the results and all audit recommendations with all respective Executive Managers, Department Managers and Supervisors for their input, comments and edits: Christina Valencia, Executive Manager of Finance and Administration/Assistant General Manager, Javier Chagoyen-Lazaro, Acting Executive Manager of Finance and Administration, Deborah Berry, Manager of Finance and Administration, Randy Lee, Executive Manager of Operations/Assistant General Manager, Scott Oakden, Manager of Operations and Maintenance, Scott Lenning, Deputy Manager of Operations, Ryan Love, Deputy Manager of Operations, Warren Green, Manager of Contracts, Procurement and Risk Services, and Susannah Shoaf, Contracts & Procurement Supervisor. We also met to discuss the audit observations and recommendations. Where possible, their comments have been incorporated prior to finalizing this report. Staff discussed plans to correct deficiencies identified and there was general agreement with the recommendations and observations.

The Accounts Payable Operational and Internal Control Audit Report Review of Procure to Pay Processes for Chemicals is consistent with the Agency's Business Goals of Fiscal Responsibility, Workplace Environment, and Business Practices by ensuring that IA's evaluations provide recommendations that foster a strong control environment, safeguard assets, promote a safe work environment and assist management in achieving organizational goals and objectives.

Observations and Recommendations Procure to Pay Process for Chemicals

The problem identified by the Strike Team and the basis for the scope of this audit is: ***Agency invoices are not being paid by the invoice due date and/or within the payment terms.*** IA conducted observations, interviews, and various analysis of financial information. In this audit report IA provides several observations and recommendations related to the following general themes below.

There are delays in performing the Receiving function, due to:

- *Processes and procedures require changes to make them more efficient*
- *Visibility of transactions through monitoring reports*
- *PO & PR requirements and funding needs*
- *Training & Standard Operating Procedures (SOPs)*
- *Communication, cross-communication & customer service approach*
- *Efficient processes to ensure receiving is completed timely*

There are delays in processing invoices by the due date, due to:

- *Processes and procedures require changes to make them more efficient*
- *Visibility of transactions through monitoring reports*
- *PO & PR requirements and funding needs*
- *Training & Standard Operating Procedures (SOPs)*
- *Communication, cross-communication & customer service approach*
- *Proactive approach and procedures to ensuring timely payment*

Risks to IEUA due to late payments to vendors

- Being placed on credit hold and not being able to order goods for critical services
- Vendors not willing to do business with IEUA in the future
- Possible fees imposed or higher prices offered at the time of establishing contracts
- Harmed vendor relationships
- Damaged reputation and image of IEUA
- Staff time and resources wasted researching transactions and responding to vendors asking for overdue payments

The spreadsheet that follows identifies 35 audit observations and recommendations corresponding to specific points in the flowchart that follows the spreadsheet. The spreadsheet also provides information about the impact to the process if the recommendation is implemented and notes the impacted department(s) that need to collaborate and be involved to implement corrective action. The flowchart illustrates the steps involved in completing the receiving and payment processes for chemicals. The financial information and statistics that follow these documents provide additional support for the observations and recommendations identified. IA is available to provide additional reviews and assistance in evaluating implementation and corrective actions.

Internal Audit's list of Observations and Recommendations:

	Number from Flow Chart	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
1	(1)	O&M and possibly ISS or BIS	Process People Technology	<p>Operator Scans Receiving Documentation.</p> <p>When employees scan using and Agency copier/scanner, documents go into a department shared scanned drive and this already creates an electronic copy of the documentation which is accessible by anyone in that department or with access to the folder.</p>	<p>Consider using the department scanned shared drive to "park" delivery documents and ensure other department staff know where to access those receiving documents.</p> <p>OR</p> <p>Work with ISS/BIS to establish a separate scanner folder (for example, named: "OPS RECEIVING DOCS" or similar) and have operators scan into this department folder where the admin assistants can retrieve the receiving documents, instead of waiting for an email copy.</p>	<p>Evaluate the impact on other scanned documents that are in the same department scanned shared folder to determine if there would be a conflict or create confusion with all the various scans.</p> <p>Evaluate if having BIS/ISS create a new folder in the scanners is feasible and can be made available to everyone in O&M.</p> <p>This could eliminate several administrative steps and up to several days to accomplish receiving the function.</p>
2	(1)	O&M and possibly ISS or BIS	Technology	<p>Operator Scans Receiving Documentation.</p> <p>At RP1, the Operator must drive to the main building, across the bridge to access the scanner because there is no scanner in their working area.</p> <p>Consider placing a scanner in closer proximity to the operator's working area (the plant office)</p> <p>OR</p> <p>See next recommendation below for leveraging other technologies.</p>	<p>Consider the feasibility of purchasing and servicing an additional scanner to be placed in closer proximity to the operators that have the Receiving documentation.</p> <p>OR</p> <p>See next recommendation below for leveraging other technologies.</p>	<p>Eliminate several administrative steps and up to several days to accomplish receiving function by eliminating the risk of misplacing information or the operators forgetting to complete the many steps in their process.</p> <p>Eliminate the travel time to access the 1 scanner at the main building.</p> <p>Eliminate up to several days it takes to submit the receiving documents to the administrative assistant by eliminating the need for the operator to retrieve the scanned copy, attach to an email and send an email.</p> <p>Save time when an admin assistant is out of the office, and they cannot perform receiving because documents are in their email/box. With a central location, admin assistants can all process receiving from a centralized electronic location.</p>

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	Number from Flow Chart	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
3	(1)	O&M and possibly ISS or BIS	Technology	<p>Operator Scans Receiving Documentation.</p> <p>Operators can use their work-issued iPhone, Notes app to scan, and send via email the documentation immediately when they verify and confirm receipt of goods; instead of having to wait until they go to the other building to scan and then return to send an email.</p>	<p>Consider the feasibility of leveraging the use of iPhones to perform the scanning and emailing receiving documentation immediately upon verification of receiving chemicals.</p> <p>If cell phones will be used for scanning and emailing, provide the necessary and consistent training and instructions to operators for using the Agency iPhone scan function to scan and email a document and work with ISS/BIS to set up a unique email address where receiving documentation can be centralized (for example: OPSReceivingDocs@ieua.org).</p>	<p>Training time to teach the iPhone scan function takes less than 5minutes.</p> <p>The scanning and emailing can be done immediately upon the operating receiving the goods.</p> <p>Eliminate administrative time. Eliminate the travel time to access the 1 scanner at the main building.</p> <p>Eliminate up to several days it takes to submit the receiving documents to the administrative assistant by eliminating the need for the operator to retrieve the scanned copy, attach to an email and send an email.</p> <p>Save time where admin assistants can all process receiving from a centralized electronic location.</p>
4	(2)	O&M and possibly AP possibly Records	Process People	<p>Hardcopy document is kept in a file or is provided to the admin assistant for receiving in SAP and filing. This step is different at different for North/South, this step should be standardized at all locations and determine the need/requirement for where the original hard copy documentation needs to be sent/retained (discuss with Records Management)</p>	<p>Determine where the original delivery/shipping documentation should go. (Department, Accounting or Records).</p> <p>Determine and standardize, for all locations, the process for how admin assistants will process the receiving in SAP with either an electronic copy or if the hard-copy documentation is needed for processing. Consider having them rely on the electronic documentation they can pull from a centralized location (scan folder or electronic email).</p>	<p>Standardize for all locations, (a) the procedure of how the delivery documentation will be converted to an electronic file, (b) where that document will be centralized/parked, (c) where the hardcopy documentation should be retained and (d) which version the admin assistants will use to process receiving. Will require training and communicating the standardized process. Will require documenting the new standardized process in a documented SOP.</p> <p>Improve the timing of when the admin assistant can perform receiving and where documents are retained/sent.</p>
5	(3)	O&M	Process People Technology	<p>Operator goes to computer to retrieve scanned documents and</p> <p>1. attach to email document to send to admin</p> <p>2. save to a department drive</p> <p>*Note - this creates 6 records to document the delivery (see notes below next observations)</p>	<p>See items related to #(2) above. Standardize for all locations the process of submitting the delivery docs to the admin assistant. Determine the need for multiple copies and if documents can be saved and retrieved from a centralized folder, file, or email (as described above) and specify where the hardcopy should go.</p>	<p>Reliance on electronic documents parked in centralized files could eliminate up to several days to finalize the receiving function in SAP.</p> <p>Streamline the number of times a document is electronically "saved" and emailed/submitted.</p> <p>Improve/expedite the timing of performing the receiving function in SAP.</p>

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	Number from Flow Chart	Depts impacted	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
6	(4)	O&M and possibly ISS or BIS and Acctg	Process People Technology	<p>This step might be different at different locations. Admin assistant perform Receiving in SAP with email information from operators. Delivery documentation is sometimes uploaded to SAP and original hardcopy is kept in a separate file. It is unclear if the operator submits ALL delivery docs or if admin assistant uploads to SAP ALL delivery docs. Sometimes some or all the delivery docs are missing in SAP. AP needs these to perform the matching.</p> <p>*Note - this is now the 7th and 8th record to document the delivery (3 manual logs by the operator, the scanned copy, email attachment by the operator, dept drive by the operator, SAP uploaded document, and the original hardcopy documents saved by admin. assistant) At this point receiving is complete in SAP.</p>	<p>Standardize, for all plants:</p> <ul style="list-style-type: none"> -Specify which or if all delivery documents should be scanned, copied, emailed, and uploaded into SAP. -Standardize the admin assistant's process for performing receiving in SAP. Reduce the need for multiple electronic copies (4+ copies) and email communication of delivery documents (by implementing recommendations mentioned above). <p>Ensure all receiving documentation: Bill of Lading, all delivery documentation is uploaded into SAP at the time the admin assistant performs SAP Receiving function. Information is important for AP to complete the 3-way match (Delivery Documents, PO, and Invoice).</p>	<p>Eliminate the following steps:</p> <ul style="list-style-type: none"> *Having the operator walk to the scanner to scan docs.*Eliminate scanning (eliminate 1 electronic copy)*Having the operator drop off the original, hardcopy documents to a mailbox for the admin asst. *Having the operator prepare an email and attach the delivery documentation to email to submit to admin. (eliminates 1 electronic communication)*Having the operator save an electronic version to a shared drive (eliminates 1 electronic copy). Streamline the hand-off of delivery documents. Admin assistant can pull the receiving documentation from the centralized email/shared location and perform receiving almost immediately upon delivery. Using a centralized location also helps admin assistants help each other if any are ever out or on vacation.
7	(4)	O&M and Acctg	Process People Technology	<p>This step might be different at different locations. Admin assistant perform Receiving in SAP then they email AP to notify receiving is done. Determine the purpose of the email to AP. Does the email trigger AP to move forward with performing the matching and process payment? Is AP overwhelmed with the number of emails that they may not notice.</p> <p>*Note - this is now the 9th record to document the delivery (see above). At this point receiving is complete in SAP.</p>	<p>Standardize, for all plants a consistent methodology for the receiving function in SAP:</p> <ul style="list-style-type: none"> -Standardize the admin's process for perform receiving in SAP. Reduce the need for multiple electronic copies and emails. <p>Ensure all receiving documentation: Bill of Lading, all delivery documentation is uploaded into SAP at the time the admin performs receiving.</p> <p>Determine and streamline the need for the several emails and attachments among the operators, admins, and AP staff.</p>	<p>Standardize for all locations the process for how receiving in SAP will be performed and how many logs and copies and emails of the supporting documentation need to be sent/submitted to certify that receiving has been completed.</p> <p>Streamline the number of times a document is electronically "saved" and emailed/submitted.</p> <p>Cross-communication between O&M and Accounting to determine the most effective and appropriate method to communicate when the receiving function is complete.</p>
8	Overall Process	O&M and possibly AP and CAP	Process People	<p>Some delays in paying vendor invoices occur because there are no procedures in place for O&M staff to ensure they perform receiving against the correct POs AND there is no continuous review and close monitoring of POs to check pricing terms and ensure there is sufficient funding in the PO for the orders placed and planned.</p>	<p>Formalize and document Agency Policies or Department SOPs to:</p> <ul style="list-style-type: none"> *Ensure staff perform receiving against the correct PO and the correct line item within the PO. *Work closely with CAP to continuously review POs to check pricing terms and that there is sufficient funding in the PO for the orders planned. 	<p>Minimize or eliminate bottlenecks and delays with matching the delivery documents to the PO and minimize funding issues when AP tries to match and pay vendor invoices.</p> <p>O&M closely monitor POs and adjust proactively, not wait until AP is not able to process the payment.</p>

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Review of Procure to Pay Processes for Chemicals
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	Number from Flow Chart	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
9	Overall Process	O&M	Process	There is a need for documented SOPs that provide specific procedure steps for performing the verification of the goods delivered, by the operators and the receiving function in SAP, by the administrative assistants.	Document specific SOPs to establish consistent procedures for employees to follow, be trained on and evaluated on. SOPs should be reviewed periodically, and updates should be made as needed.	Establish consistency in processes. SOPs for the verification of delivered goods and the function of receiving into SAP should be documented once all recommendations and changes have been implemented.
10	Overall Process	O&M	Process	There is a need for training to establish consistency for all locations and for all employees on the verification of the deliveries and how to handle the documentation and the process for receiving in SAP.	Training should be provided periodically to reinforce the documented SOPs to ensure employees are following consistent procedures and any updates are communicated promptly.	Establish consistency in processes. Training should be done periodically after SOPs have been documented and new procedures have been agreed to.
11	Overall Process	O&M	Process	There is a need to establish a formal method for the process of logging deliveries, filing documentation and the process for completing receiving, with the goal of ensuring receiving in SAP is completed within just a few days of delivery.	Evaluate all findings and recommendations and develop a more streamlined and consistent approach to ensure receiving is completed by the administrative assistants within a few days of delivery.	Quick receiving function completed so that accounting can match and process all invoices. The goal to complete receiving in SAP should be approximately a week or less depending on how often receiving is processed and completed in SAP.
12	Overall Process	O&M & BIS	Process	Consider establishing performance metrics, KPI's, goals and objectives and a method to measure those for the processes of Receiving items in SAP.	Establish and document performance metrics, KPI's, goals and objectives and a method to measure those for the documentation of the deliveries by the operators and the time it takes to complete receiving into SAP. Work with BIS to establish any reports that can provide measurements and metrics.	Streamlined process of documenting the delivery and completing the receiving in SAP. Measurements to evaluate how the revised processes are working and evaluate employee performance.
13	Overall Process	O&M, CAP, Acctg and BIS	Process	Consider eliminating the receiving function to pay Chemicals, similar to payments for utility bills, so that AP can process payments without waiting for the receiving function. This will require coordination to ensure the review and reconciliation of all invoices to the receiving documents is done after the invoice is paid.	Consider eliminating the receiving function before issuing payments for chemicals, so that AP process payments without waiting for the receiving function. Determine the feasibility to reconfigure and implement the change in SAP. Determine how the "after the fact" reconciliation of receiving documents to POs and invoices will be completed to ensure proper oversight is performed. Assess the benefit, impact, and the risks of eliminating the best practice internal control of performing the receiving before the 3-way match and the payment are issued.	All chemical invoices will be paid on time by the due date. *Reconciliation of delivery documents to the PO and the Invoice will be done "after the fact". It is important to first determine which department will be responsible for ensuring this verification and oversight and how frequently the reconciliations will be performed. *Determine what steps will be taken when differences/errors are discovered, and the invoice has been paid. *There is a serious risk and impact to the way internal controls should operate within the procure to pay cycle. *There is a risk that errors and differences will go undetected before payments are issued.

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	Number from Flowchart	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
1 4	(5)	O&M CAP and Acctg	Process People	CAP generates the PO with the requested amount of the PR determined by O&M. There seems to be an issue with the way the original PRs are established, sometimes the amount determined for the PR is not sufficient and the PO amount runs out, causing delays in processing payment. When the monies run out, CAP must be involved, and this requires additional time before payment can be processed.	CAP and Accounting should assist in providing training, information and have continuous communication with O&M staff prior to assisting with establishing the requested POs. If the planned budget amount for each chemical is known and forecasted, the PR should be set up with sufficient funds to be able to cover a full years of invoice charges. O&M would benefit from training and information from CAP and Accounting.	Periodic training, reminders and frequent communication are necessary to ensure that POs have sufficient monies for the year. Having sufficient money to cover all annual invoice amounts, would eliminate up to several days in the payment process because CAP, O&M and Accounting don't need to spend time researching and creating additional PRs to add monies to the PO. CAP works with O&M and Accounting.
1 5	(6)	O&M CAP and Acctg	Process People	<p>If there is a pricing change throughout the Fiscal Year, CAP must establish a new PO# with the new PR amount and pricing according to the PR information and request submitted by O&M.</p> <p>This can create a delay in processing payments because it requires time and additional communication among the departments to ensure the new pricing information is provided and the new PR is submitted to CAP to ensure the new PO# is established with all the complete/accurate information.</p>	There should be continuous monitoring of PO terms and pricing against the most current updates/amendments to the chemical contracts. O&M and CAP staff should work closely together to ensure that once the pricing adjustments are made, O&M immediately submits the required PR with the new terms so that CAP can establish the new PO# with the new terms.	If receiving under new terms and pricing is done against a PO with old terms and pricing, at some point, when the differences are discovered, staff must go into the PO, reverse all the entries against old terms and pricing, create a new PO and move the receiving against the new PO. This causes delays processing payments to vendors and does require redundant work. CAP working with O&M proactively to ensure that a new PR with the new terms is submitted by O&M immediately after the new pricing is known to ensure there is no interruption on receiving under the new terms.
1 6	(7)	O&M CAP and Acctg	Process People	The Open PO Report is available for all staff to view/review. Staff who manage POs should continuously review their POs to ensure there is sufficient money for the orders they will be placing. If money runs out in the established PO, O&M staff must create a new PR with additional funding, then CAP facilitates adding the new funded PR to the existing PO so that receiving can be performed prior to invoices being able to be processed for payment. This is often not discovered until accounting needs to process the invoice for payment.	<p>If O&M staff have a forecast/planned/budgeted amount to be spent on a specific vendor, the PR should be created with the total anticipated/planned amount for that vendor so that monies do not run out throughout the year.</p> <p>The Open PO Report should be reviewed by all staff who manage POs for their department needs to continuously monitor PO amounts. O&M staff should forecast and plan for incoming invoices and proactively ensure the existing POs have sufficient funds.</p>	When the PO runs out of money, this can create delays in Accounting being able to process payments then all three departments must work together to resolve but this is often not discovered until Accounting tries to process the payment. These types of delays can be prevented with proper planning (sufficient funds in the PR) and continuous monitoring of the POs through the Open PO Report.

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	Number from Flowchart	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
17	(7)	O&M CAP and Acctg	Process People	<p>The Open PO Report is available for all staff to view/review. Staff who manage POs should continuously review their POs to ensure there is sufficient money for the orders they will be placing.</p> <p>Not all O&M staff who process orders/requests for chemicals, review the Open PO Report to ensure there is sufficient money to process the corresponding payments. And/or not all staff understand how to check and monitor their department's POs to ensure there is sufficient money for the chemical orders they are placing.</p>	O&M work closely with CAP and Accounting and possibly BIS to understand how to run, download and review the Open PO Report to monitor the department's chemical POs to ensure that orders that are being placed will have the sufficient funds available in the corresponding POs and if additional money is needed, staff should proactively submit additional PRs with new funding requests.	Continuous/proactive monitoring using the Open PO Report or other monitoring tools will provide additional information to those placing/monitoring orders so that sufficient money is always available for the orders being placed. This continuous and proactive monitoring will significantly reduce any delays regarding sufficient funds in the corresponding POs.
18	Overall Process	O&M CAP and Acctg	Process	There is a need for documented SOPs. SOPs establish consistent procedures for employees to follow and be trained on and evaluated on.	CAP and Accounting should assist O&M in documenting proper SOPs for funding POs.	<p>SOPs establish consistency in processes.</p> <p>SOPs should be documented once all recommendations and changes have been implemented.</p>
19	Overall Process	O&M CAP and Acctg	Process	There is a need for training. Training should be provided periodically to reinforce the documented SOPs to ensure employees are following consistent procedures.	CAP & Accounting should assist with providing periodic training to O&M on properly funding POs.	Training should be done periodically after SOPs have been documented and new procedures have been agreed to.
20	Overall Process	CAP O&M	Process	The overall process of assisting with creating POs and adding funding based on additional PRs should be reevaluated.	CAP should work with the end users to explain, provide assistance, training and coaching to ensure POs are established for the budgeted/ planned/ forecasted amount needed for the vendor.	Cross-collaboration to eliminate any bottlenecks related to running out of funding in the PO.

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	Number from Flowchart	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
2 1	(8)	Acctg O&M and possibly CAP	Process People	<p>New step as of July 1, 2021: When invoices arrive at the Agency, all invoices are entered and posted into SAP to the "Held Invoices" (a database of all invoices received). The purpose is to "park and hold" the invoices pending further processing in SAP by AP staff.</p> <p>Determine the overall use of the "Held Invoices" database/report and document steps to process invoices from the database.</p> <p>There is a need to formalize and documented the new procedure and provide training to ensure consistency.</p>	<p>Once the information is entered into SAP in the "Held Invoices" database, AP staff should frequently review and evaluate outstanding items and items past the payment terms and elevate them for additional attention and prompt processing.</p> <p>Determine if this process is helping expedite processing invoices for payments and formalize by documenting specific procedures for staff to follow to provide specific steps for uploading invoices, how to monitor items and activity and actions steps for different situations</p>	<p>Close monitoring of all Agency invoices posted to the "Held Invoices" to ensure prompt payment to reduce and/or eliminate the instances of late payments. Additionally, monitoring helps prompt AT staff to follow up on the items that require immediate attention.</p> <p>Formalizing the process of uploading invoice items in the "Held Invoices" database provides visibility of all outstanding items and the ability to monitor, review and follow up on items.</p>
2 2	(9)	Acctg and BIS	Process	<p>For goods-related invoices, before processing an invoice for payment, AP must complete a 3-way match in SAP (PO, delivery documents, invoice), AP must navigate through several screens in SAP to verify that the receiving function was performed.</p> <p>There is no clear, formal, specific documented method or process for how staff select invoices for either matching or processing for payment.</p>	<p>Work with BIS to determine if there is an existing report or a way to create a report to assist with making the 3-way matching more efficient to expedite the invoice processing.</p> <p>Formalize and document specific procedures to specify how and what items should be selected by AP staff to perform the 3-way match AND processing of payments, also specify the frequency of when this process should be completed.</p>	<p>Facilitate and expedite reviewing that the receiving was completed and streamline the 3-way match. Additionally, formalize a consistent methodology that all AP staff follow to perform matching and processing for payment.</p>
2 3	(9) & (10)	AP and BIS	Process	<p>For outstanding invoices, AP should not wait until the end-user department or other reaches out asking to process invoices for payment. There is a need to establish a formal, documented process where all outstanding invoices can be reviewed periodically and scheduled for payment before the due date, and anything that is outstanding or past the payment terms should be elevated for review, research, and prompt processing.</p>	<p>Accounting should work with BIS to develop an Aging Report or a report that shows all outstanding invoice information, including total days held and outstanding or overdue so that Accounting can take prompt action.</p> <p>OR</p> <p>Accounting should work with BIS to export and fully utilize the Held Invoice Report to review all items and ensure any outstanding items are reviewed promptly.</p> <p>AND</p> <p>Accounting should formalize and document specific procedures for how items are selected for matching and processing for payment before the due date.</p>	<p>Consistent and formal system and methodology for reviewing and selecting what and when to process items for matching and payment with the end goal of ensuring all invoices are due by the due date.</p> <p>AP work proactively and collaborate, anticipating any issues by elevating items that are outstanding for prompt review and payment processing.</p> <p>Reduce late payments and the number of vendors calling because of overdue amounts.</p>

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	Number from Flowchart	Depts impacted	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
24	(11)	Acctg	Process People	If SAP receiving has not been completed by O&M, the invoice is placed back on hold and continue to stay in "Held invoices".	See items (9) & (10) above Train staff to work proactively and collaborate with other departments in researching and resolving any delays/blocks with processing invoices for payment, with the end goal of working to pay all invoices by the due date. AND Accounting should formalize and document specific procedures for how items are selected for matching and processing for payment before the due date. Specify the action steps, AP should take when items are approaching the due date or are past the due date, and how to elevate items for prompt research and attention.	Will reduce instances where invoices are paid very late. Will reduce instances where vendors are calling and requesting payment and threatening credit holds. Minimize late payments by establishing and documenting and clear, consistent, methodology and procedure. AP work proactively and collaborate, anticipating any issues by elevating items that are outstanding for prompt review and payment processing.
25	(12)	Acctg	Process Technology	AP Processes Invoice for payment during the "next scheduled payment cycle." Need to define what is "the next scheduled payment cycle". Accounting staff indicated that SAP "flags" when an invoice is due and that is how staff determine what to pay. If SAP flags at the exact invoice terms (on the due date and after) this could be a big reason why all invoices are paid in the month after the due date (per our review of all payments, see table in this audit report).	If SAP "flags" items for payment on the due date and after , Accounting and BIS should work together to evaluate the cost/benefit to reconfigure this built-in SAP "flag/alert" to ensure SAP "flags" items for payment 5 or so days before the invoice due date, so that items can be processed days prior to the due date to avoid being paid late.	Accounting will be able to see items that are due within the payment cycle to process for payment by the due date. A systematic method to pay invoices before they are due and reduce the instances of late invoices.

	Number from Flowchart	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
2 6	Overall Process	Acctg	Process	There is a need for documented SOPs to formalize the process for when and how frequently and how the 3-way matching is done and when invoices are processed for payment.	Formalize and document specific procedures to specify how and what items should be selected by AP staff to perform the 3-way match AND processing of payments, also specify the frequency of when this process should be completed. SOPs establish consistent procedures for employees to follow and be trained and evaluated on.	SOPs should be documented once all recommendations and changes have been implemented.
2 7	Overall Process	Acctg	Process	There is a need for training. Accounting should provide training to AP staff on any new processes established.	Training should be provided periodically to reinforce the documented SOPs to ensure employees are following consistent procedures.	Training should be done periodically after SOPs have been documented and new procedures have been agreed to.
2 8	Overall Process	Acctg O&M CAP	People	Periodic meetings with administrative assistants to review and discuss receiving and invoice processing items that require attention.	Accounting should continue to lead periodic meetings with the end users. Discuss the "Held Invoice Report", discuss any vendor phone calls received, discuss PO issues, and any other bottlenecks/issue/concerns and discuss resolutions for moving forward.	Frequent meetings, updates and discussions improve responding to items that require attention and improve cross-department collaboration. This may reduce the instances when similar issues continue to re-occur.
2 9	Overall Process	Acctg and BIS	Process	Establishing performance metrics and KPI's, goals and objectives and a method to measure those. For example, establish a goal to ensure invoices are paid by the due date 90% of the time or within a given number of days from the date the invoice is received.	Establish and document performance metrics and KPI's, goals and objectives and a method to measure how timely invoices are paid. Work with BIS to establish any reports that can provide measurements and metrics.	Measurements to evaluate the revised process and evaluate employee performance.

Beginning on the next page, (items highlighted in pink) is a list of findings and recommendations are based on the results of IAs review and test of transactions. IA selected 40 transactions out of 401 invoices paid late in FY21 (10%) (paid 10 days or more after the due date). IA tested to determine the following:

- Number of days between physical delivery and the receiving in SAP
- Number of days from the invoice date and the date AP received invoice
- Number of days between completion of receiving by O&M and the processing of the invoice for payment
- The total number of days for the Agency to pay the invoice after the invoice due date
- The number of days from physically receiving the chemical to the date paid.

A complete summary of the items tested, and the results is attached on pages 37 and 38.

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	Based on Results of Transactions Tested	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
30	Based on results of the items selected and tested	O&M and Acctg	Process People	<p>14 of 40 items tested (35%) did not include a Bill of Lading in SAP (Materials Module)</p> <p>There are no Agency policies or SOPs that specify the type of documentation that should be retained and uploaded into SAP at the time of processing receiving or payments. Accounting is required to do a 3-way match with:</p> <ul style="list-style-type: none"> • Proof of Deliver (Bill of Lading) • Purchase Order • Invoice <p>When the Bill of Lading is not attached and included in SAP at the time of Receiving, Accounting cannot perform a complete 3-way match.</p>	<p>Document and formalize an Agency Policy or Department SOP about the requirement for completing receiving, matching, and processing payments.</p> <p>-Specify the types of documents that should be included and verified in SAP or other required reports, before payments are processed.</p> <p>-Specify if the Bill of Lading provided by the delivery drivers to the operators should be uploaded into SAP at the time SAP Receiving is completed or be retained in hard-copy and where specifically.</p>	Uploading, retaining, and matching all the required documentation provides a complete audit trail to support the procurement transaction was correctly authorized, verified and paid.
31	Based on results of the items selected and tested	O&M and Acctg	Process People	<p>3 of 40 items tested (8%) did not include an invoice in SAP.</p> <p>In 1 of 40 items tested (3%) AP staff did not document, to acknowledge, the date they received the invoice from the vendor, as with all others.</p> <p>5 of 40 items tested (13%) had differences in the amounts paid when compared to the amount due on the vendor's invoice.</p> <p>There are no Agency policies or SOPs that specify the type of documentation that should be retained and uploaded into SAP at the time of processing or that provide the detailed steps AP staff should perform to acknowledge, upload, and process the invoice. Additionally, there are no processes to specify how to pay when there are pricing differences with the invoice and the amounts paid.</p>	<p>Document and formalize in an Agency Policy or Department SOP about the requirement for completing receiving, matching, and processing payments.</p> <p>-Specify the types of documents that should be included and verified in SAP or other required reports, before payments are processed.</p> <p>-Specify that the invoice received by Accounts Payable should be documented with a date received and uploaded into SAP and accurately matched to the corresponding transaction.</p> <p>Accounting should work with BIS to develop an Aging Report or a report that shows all outstanding invoice information, including total days held and outstanding or overdue so that Accounting can take prompt action.</p>	<p>Uploading, retaining, documenting receipt, and matching all the required documentation provides a complete audit trail to support the procurement transaction was correctly authorized, verified and paid.</p> <p>A systematic method to pay invoices before they are due and reduce the instances of late invoices.</p>

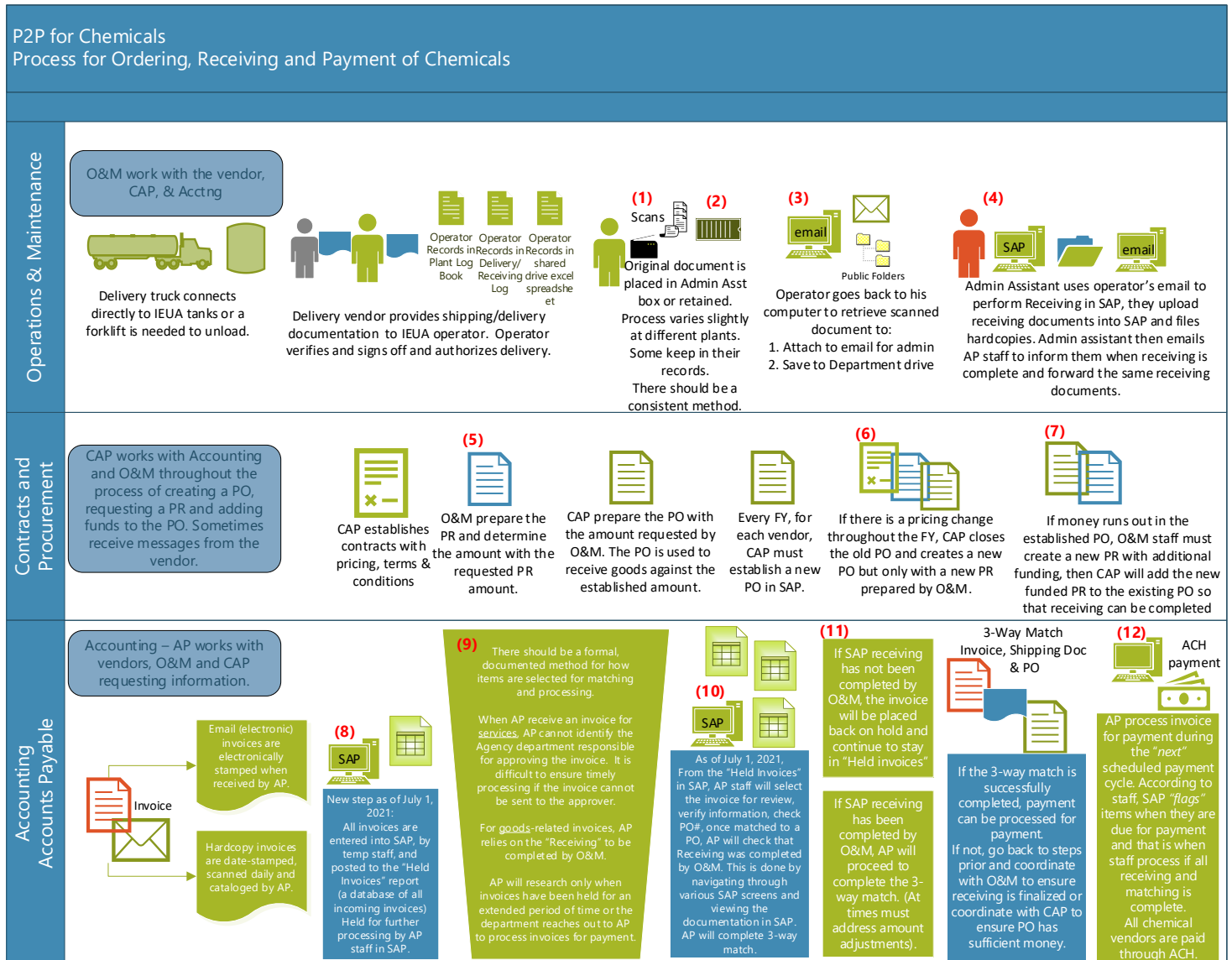
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	Based on Results of Transactions Tested	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
3 2	Based on results of the items selected and tested	O&M and Acctg	Process People	<p>6 of 40 items tested (15%) had incorrect/inaccurate dates or data resulting from either <u>data-entry errors</u> or <u>back-dating information</u>.</p> <p>There are no Agency policies or SOPs that specify the requirement of the accuracy and/or how to enter, post and upload information and dates and if there are instances where it would be acceptable to back-date or post-date information in SAP. The accuracy of the data entered in SAP is very important to the resulting metrics and the information about the aging and timing of procurement transactions.</p>	<p>Document and formalize in an Agency Policy or Department SOP about the requirement and expectation for the accuracy of data entry.</p> <p>-Emphasize the importance that staff is expected to make every attempt to ensure the data entered in SAP for receiving and invoice processing needs to be accurate and accurately match the corresponding supporting documentation.</p> <p>-Specify when it is allowable and when it is not allowable to back-post or post-date information.</p>	<p>More accurate reports and measures to evaluate the timeliness and the performance of the transactions processed. Additionally, to identify items that require additional and immediate attention.</p> <p>The accuracy of the data entered in SAP is very important to the resulting metrics and the information about the aging and timing of procurement transactions.</p>
3 3	Based on results of the items selected and tested	O&M and Acctg	Process People	<p>8 of 40 items tested (20%) were paid after the invoice due date and considered late (between 11 and 183 days late); <u>even when the Receiving was complete within a reasonable amount of time (less than 15 days)</u>.</p> <p>32 of 40 (80%) were paid late; <u>in these instances, receiving was completed late (between 18-127 days after items were delivered)</u>, AND even though the invoice was late and receiving was late, it still took between 0-180 days after the receiving was done, to process the late invoice.</p> <p>This demonstrates that in some instances payment is processed immediately when receiving is done or held for processing at a future date, but there are no procedures for processing invoices or how to handle the very delayed items.</p>	<p>Document and formalize in an Agency Policy or Department SOP about the requirement and expectation for the accuracy of data entry.</p> <p>-Specify what is an acceptable best practice and approximate time frame for processing the invoice, complete the 3-way match, and process for payment.</p> <p>-Specify how invoices uploaded are monitored to ensure that items are processed by the payment terms.</p> <p>-Specify how delayed items should be handled and communicated with the goal of issuing payment by the payment terms.</p>	<p>Developing an aging report will help review and monitor invoice activity.</p> <p>Formalizing and standardizing processes for uploading, reviewing, and processing invoices for payments with the end goal to pay invoices by the due date will reduce the instances of late payments.</p> <p>Increased cross-departmental collaboration and communication with the same goal to ensure vendors are paid within payment terms.</p>

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	Based on Results of Transactions Tested	Depts impact -ed	Type of Finding	Observation, Finding, Issue or Idea	IA Recommendation	Impact on revised/updated process with recommendation being implemented
34	Based on results of the items selected and tested	O&M and Acctg	Process People	<p>32 of 40 items tested (80%) were Received in SAP between 28 and 127 days after the chemicals were delivered to the Agency. There are no documented reasons for the delay in completing the Receiving in SAP: if it was an operator not providing the information to the admin assistants or the admin assistants not completing the Receiving function in SAP.</p> <p>In these instances, when the Receiving function in SAP is not complete, Accounting has no visibility of the transaction and cannot perform the 3-way match and process the payment.</p>	<p>Document and formalize in an Agency Policy or Department SOP the process for ensuring the Receiving function in SAP is completed within days from the date the chemicals are delivered to the Agency.</p> <p>-Specify what is an acceptable best practice and approximate time frame allowed for the operator to submit the delivery documentation to the Administrative Assistants, and</p> <p>-Specify what is an acceptable best practice and approximate time frame allowed for the Administrative Assistants to complete the receiving in SAP.</p> <p>-Implement recommendations provided in Recommendations #1-12 above to streamline the receiving process.</p>	<p>Increased cross-departmental collaboration and communication with the same goal to ensure vendors are paid within payment terms.</p> <p>Ensure a more efficient process to process invoices in SAP.</p>
35	Based on results of the items selected and tested	O&M and Acctg	Process People	<p>In 5 of 40 items tested (13%), AP staff indicated on the invoice a "received by AP date" that was more than 30 days after the vendors' invoice date. This delayed the invoice being uploaded into SAP and processed by AP.</p> <p>These invoices were sent to the AP email address and was before the "Held Invoices Report" upload process; therefore, potentially the invoice was sitting in the email address pending processing.</p> <p>This demonstrates that there is no consistent method for how staff should retrieve, date and upload invoices into SAP for payment process.</p>	<p>Document and formalize in an Agency Policy or Department SOP about the requirements and expectations for AP staff to open/download invoices, date, upload, match and process invoices in SAP and process payments.</p> <p>Consider establishing KPI's and/or benchmarks to determine a reasonable amount for invoice retrieving, uploading, matching, and posting to be performed and processing the Invoices for payment.</p>	<p>Formalize and standardize the process to handle invoices, upload into SAP and process for payment.</p> <p>Ensure a more efficient process to process invoices in SAP and minimize delays to pay.</p>

There are three primary departments involved in the procure to pay process for chemicals, Operations & Maintenance (O&M), Contracts and Procurement (CAP), and Finance & Accounting (Accounting), the process (per department) is illustrated below and following is the narrative step by step process (steps have been confirmed with the respective departments).



(#) all references to the numbers noted in this flowchart, correspond to observations and recommendations in the spreadsheet.

This diagram provides the overview of the Procure-to-Pay Cycle for goods.

This diagram was provided by Accounts Payable in recent correspondence to all Agency employees. The purpose was to inform and alert employees of upcoming holiday schedules and to communicate changes to important due dates in the procure to pay cycle due to holidays so that we can all work to ensure all transactions are processed timely.

This diagram demonstrates the various steps involved in ordering, receiving, and processing payments for goods. This diagram provides the ideal path of the procure to pay process.



The Procure to Pay process for chemicals is documented below in narrative format.

Procure to Pay process for Chemicals:

CAP and Operations & Maintenance

1. Contracts and Procurement (CAP) establishes all the Chemical contracts and serves as the administrator based on requests from O&M, while Operations & Maintenance (O&M) staff act as the responsible Project Managers (PM) that oversee the day-to-day implementation of the contracts.
2. Each Fiscal Year, at the request from O&M through Purchase Requests, for every chemical vendor, a Purchase Order (PO) number is created by CAP in the Agency's Financial System (SAP). O&M staff determines the amount of the original Purchase Requisition (PR) and CAP generates the corresponding PO with the requested PR amount for receiving and payment of invoices.
 - If there is pricing change throughout the fiscal year, CAP must establish a new PO with the new PR and new negotiated pricing, based on information provided by O&M.
 - If there is not enough money in the established PO, O&M staff create a new PR with additional funding and CAP facilitates adding the new funded PR to the existing PO.

Operations: Physical Receipt of Chemicals

1. Operations staff determines the chemicals that are needed for each of the treatment plants and orders are placed with the Vendor via phone and/or online.
2. Chemicals can be delivered and received 7 days a week at all locations.
3. Chemicals are delivered either by the Vendor's in-house logistics services and/or 3rd party logistics company.
4. Operations staff accepts delivery of the chemical and supporting documentation:
 - Bill of Lading (BOL), Weighmaster Certificate or Freight/Logistics form, and Certificate of Quality). On the BOL, Operations staff will note their name, employee number, chemical name, location/section, date, and time (sometimes) of when the chemical was received.
5. Operations staff completes the *Chemical Receiving Log*.
 - On this log, Operations staff will record the tank number/direction and beginning and ending levels of the tank to determine the number of gallons received.

6. Then, Operations staff manually records detailed information about the chemical deliveries in a physical, hardcopy plant logbook.
 - Logbook is used to record all activities related to the treatment plants. Types of information recorded include any chemical deliveries, process changes, incidents, electric disruptions, compliance issues, and so on.
7. Next, operations staff records the chemical delivery information in an excel spreadsheet that is located on the Agency's shared drive (department-specific location).
8. Operations staff scans in the supporting documentation received at the time of chemical delivery using a copier and the PDF file is stored in a scanned folder on the Agency's shared drive.
9. Operations staff retrieves the PDF file of the scanned documentation (i.e., BOL, Quality Report, etc.) and places a copy of the file in the department's internal shared drive to have as a backup.
10. Operations staff emails the information from the department's internal shared drive to the O&M Administrative staff.

Operations: SAP Receiving

1. O&M Administrative staff receive the emails with the attached supporting documentation and will perform the "Receiving" function of this chemical in the Materials Management module in SAP (Agency's Financial system).
2. As part of the "Receiving" function, O&M Administrative staff must attach the supporting documentation received at the time of delivery from the vendor. Since this information is provided via email, O&M Administrative staff temporarily saves the file to the local drive. (Note: Documents/files saved on the drives of laptops/desktops are backed up using OneDrive (Cloud computing).)
3. During the "Receiving" process, O&M Administrative staff retrieves the supporting documentation from the drive on the laptop/desktop and attaches the documentation in SAP.
4. After "Receiving" has been completed, an email is forwarded to AP to provide notification that the "Receiving" function has been performed.

Accounts Payable: Payment Processing

(This process still pending confirmation by Accounting staff)

1. On the date of delivery and/or soon thereafter, Vendor invoices are mailed via post mail or emailed to the AP group email address.
2. Invoices received by AP are date-stamped:
 - Hardcopy invoices are date-stamped, scanned daily, and cataloged by AP staff.
 - Electronic invoices are electronically stamped when received by AP Staff.
3. (*New step as of July 2021*) All invoices are entered into SAP and posted to the "Held Invoices" feature (a database to "park and hold" invoices). The information entered in the database includes vendor name, invoice number, invoice amount, etc. Once an invoice is entered into this "Held Invoices", it is stored as a temporary document in the temporary table until further processing by AP staff in SAP.
 - When AP staff review a vendor's invoice, they are unable to identify the Agency department based on the information contained in the invoice. Thus, AP staff relies on either the "Receiving" to be performed for the goods in SAP and/or the department to reach out to AP to determine the status of the invoice. AP staff will only research and reach out when the invoices have been held for an extended period.
4. As of July 2021, the starting point for processing payments is the "Held Invoices feature" in SAP. AP staff will select the invoice for review, confirm the data entered, determine if the correct PO number is populated and if not, then researches and enters the correct PO number. Once PO Number is entered, AP staff reviews to determine if the "Receiving" has been performed.
 - If "Receiving" has not been performed, then the invoice will be placed back on hold and continue to stay in the queue in the "Held Invoices feature" in SAP.
 - If "Receiving" has been performed, then AP staff proceeds with the process to perform the 3-way match.
5. After "Receiving" has been completed by O&M, AP will perform a 3-way match to compare the information on the PO, Bill of Lading or other shipping documents, and the invoice. Note: AP staff will address adjustments to the dollar amounts during the 3-way matching process. When all the information agrees and/or matches, then AP staff will process the invoice for payment.
6. Invoice will be paid in the next, regularly scheduled payment cycle. Chemical vendors are paid via ACH.

Receiving Process for Agency Chemicals

For all deliveries, a **Receiving** function must be performed in the Agency's financial system (SAP). The purpose of performing the receiving function is to ensure someone other than the individual who places the order and processes payment, verifies, and confirms the information of the delivered goods (quantities, prices, etc.). The table below provides the quantity of the receiving transactions performed by O&M staff:

Number of times the Receiving Function was Performed for Chemicals				
General Ledger Account No.	G/L Account name	Vendor Name	FY 2019/20⁽¹⁾	FY 2020/21⁽¹⁾
530012	Aluminum Sulfate	Thatcher Company of California Inc	25	26
530016	Sodium Hypochlorite	Olin Corp	533	550
530020	Sodium Bisulfite	Univar Solutions	81	68
530024	Ferric Chloride	California Water Technologies	147	196
530025	Flospers 30 S	Polydyne/Polypure Inc.	12	17
530028	Polymer ⁽²⁾	Aqua Ben Corporation ⁽²⁾	110	108
Totals			908	965

⁽¹⁾Source: Agency's Financial System (SAP transaction code ZFM_Budget_Var – Budget vs. Actual Variance Report), Individual General Ledger account drilled down to the transactions listed in the Document Journal.

- (1) Information is based on the Material Document Numbers issued in the Agency's Financial system to calculate the number of times and/or quantify the amount of Receiving that was performed, IA first ran the Budget vs Actual Variance Report for each fiscal year. Then, IA navigated to the General Ledger Accounts (530012 – 530028) and selected the amount listed in the actual column to drill down further to view all the transactions that supported the balance in the Document Journal. IA eliminated any transactions that were not related to Receiving and/or where Receiving was reversed, and then counted and summarized the data (*by the Material Document Number issued in SAP*) to determine the number of times receiving was performed for each chemical for each fiscal year.
- (2) From this vendor, majority of the transactions are two chemicals are received against two separate PO numbers but assigned the same Goods Receipt (GR) Number in SAP. To truly quantify the amount of *Receiving* performed for this chemical, IA eliminated any transactions whereby Receiving was reversed and counted the remaining number of line items.

Number of days between Physical Delivery and SAP Receiving completed Compared the Document Date (Delivery Date) and the Processing Date (1) FY 2019/20								
Number of days between Delivery and Receiving in SAP ⁽¹⁾	Thatcher Company of California	Olin Corporation	Univar Solutions	California Water Technologies	Polydyne	Aqua Ben Corporation		
	Aluminum Sulfate	Sodium Hypochlorite	Sodium Bisulfite	Ferric Chloride	Flospers 30S	Polymer	TOTAL	%
0 – 5 days	3	101	15	19	3	21	162	18%
6 – 15 days	8	216	45	61	5	49	384	42%
16 – 30 days	5	121	11	26	2	26	191	21%
31 - 60 days	9	70	7	23	1	11	121	13%
61 – 90 days	0	20	3	10	0	2	35	4%
91 days or more	0	5	0	8	1	1	15	2%
Totals items	25	533	81	147	12	110	908	
Least Number of days for Receiving to be performed	0	0	0	0	1	0		
Highest Number of days for Receiving to be performed	49	132	85	145	113	112		
Average Number of days for Receiving to be performed	22 days	19 days	15 days	27 days	21days	16 days		

*Source: Agency's Financial System (SAP transaction code ZFM_Budget_Var – Budget vs. Actual Variance Report), Individual General Ledger account drilled down to the transactions listed in the Document Journal.

- (1) When the Receiving function is performed in SAP (transaction code MIGO – Goods Receipt Purchase Order), the date entered for the Document Date field is the date that Agency staff physically received the item and is noted on the supporting documentation (i.e., Bill of Lading, etc.).

Number of days between Physical Delivery and SAP Receiving completed Compared the Document Date (Delivery Date) and the Processing Date (1) FY 2020/21								
Number of days between Delivery and Receiving in SAP ⁽¹⁾	Thatcher Company of California	Olin Corporation	Univar Solutions	California Water Technologies	Polydyne	Aqua Ben Corporation		
	Aluminum Sulfate	Sodium Hypochlorite	Sodium Bisulfite	Ferric Chloride	Flospers 30S	Polymer	TOTAL	%
0 – 5 days	4	141	17	57	1	20	240	25%
6 – 15 days	9	150	15	66	1	38	279	29%
16 – 30 days	7	114	20	36	7	28	212	22%
31 - 60 days	3	98	10	35	7	19	172	18%
61 – 90 days	3	41	5	2	1	3	55	6%
91 days or more	0	6	1	0	0	0	7	1%
Totals items	26	550	68	196	17	108	962	
Least Number of days for Receiving to be performed	0	0	0	0	3	0		
Highest Number of days for Receiving to be performed	69	104	398	72	127	77		
Average Number of days for Receiving to be performed	21 days	22 days	28 days	16 days	35 days	18 days		

Delays in Receiving (also, refer to the flowchart and diagrams):

Possible reasons for delays in completing the Receiving function in SAP:

- Required supporting documentation has either been misplaced or lost.
- Required supporting documentation is not provided to the Administrative staff in a timely manner (i.e., Bill of Lading, Freight provider, etc.).
- Delays in obtaining the PO Numbers for each new fiscal year.
 - At the beginning of each fiscal year, CAP is responsible for establishing new Purchase Orders, for each chemical, based on the Purchase Requests established by O&M.
- PO Numbers do not have sufficient funds available for payment to be processed by the AP function (budget block).
- Administrative staff only become aware a chemical has been delivered when:
 - Supporting documentation is provided via email or other,
 - Staff review the Chemical Tracking spreadsheet to determine if there have been any chemical deliveries and the supporting documentation has not been provided to them,
 - AP contacts staff for receiving function to be performed
 - Vendor contacts the Agency requesting an overdue payment
- Staff workload, assignments and other duties, or staff absences
- Other unique situations

Payment Process for Agency Chemicals

At the time chemicals are ordered by O&M staff, the vendor will issue an invoice, to the Agency, for payment. The invoice is sent directly to Accounts Payable (AP) via email or regular mail (most of the time email). The table below shows the number of invoices AP processed for payment during the last four fiscal years:

Number of Invoices Processed for Payment for Chemicals					
Vendor Name	Chemical Purchased	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Aqua Ben Corporation	Daft and Centrifuge Polymer	74	102	107	106
California Water Technologies	Ferric Chloride	187	164	157	179
Olin Corp	Sodium Hypochlorite	567	506	543	540
Polydyne Inc	Flospers 30 S	10	8	13	16
Thatcher Company of California	Aluminum Sulfate	2	8	25	26
Univar Solutions USA Inc	Sodium Bisulfite	67	102	93	68
Total Number of Invoices Processed for Chemicals		907	890	938	935

Source: Accounts Payable Monitoring Report ran on October 4, 2021, Payment Type – Vendor PO Invoice (VI) and/or Vendor AP Invoice (VM).

Late payments occur when the payment is submitted to the vendor after the invoice due date (also payment terms). All chemical invoices are due at Net30, meaning 30 days after

the invoice date. The chart that follows shows the total and percentages of invoices paid late and on time. And the chart after shows the total number of days after the due date

Late Payment Analysis - Chemicals Invoices								
	FY 2017/18		FY 2018/19		FY 2019/20		FY 2020/21	
Payment Status ⁽¹⁾ :	No. of Invoices processed	Percentage of Invoices	No. of Invoices processed	Percentage of Invoices	No. of Invoices processed	Percentage of Invoices	No. of Invoices processed	Percentage of Invoices
On Time	366	40%	432	49%	432	46%	534	57%
Late	541	60%	458	51%	506	54%	401	43%
Totals	907	100%	890	100%	938	100%	935	100%

Source: Accounts Payable Monitoring Report ran on October 4, 2021

Chemical Invoices Only					
Number of Invoices Paid Late by Days Late, After the Due Date					
Number of Invoices paid <i>After</i> the Invoice Due Date	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21 ⁽²⁾	TOTAL and %s for FY21
Invoices paid on time	366	432	432	534	57% of total
1-30 days late	491	423	396	296	31%
31-60 days late	39	29	65	84	9%
61-90 days late	10	6	29	12	1%
91 days or more	1	0	16	9	>1%
Total Late	541	458	507	401	
Total Invoices	907	890	938	935	
Average Number of days paid late	15 days	12 days	22 days	22 days	
Least number of days - paid late	1	1	1	1	
Highest number of days - paid late	1106	71	167	179	

Delays in Processing Payments (also refer to the flowchart and diagrams):

Possible reasons for delays in processing invoices for payment and issuing payments are:

- Lost/misplaced invoice or invoice that was never received by AP staff
- Receiving function has not been performed (this is the biggest reason)
- Unable to complete the 3-way match (PO, delivery/shipping documents and the invoice)
- PO Numbers do not have sufficient funds available for payment to be processed by the AP function (budget block).
- Lack of monitoring reports and using aging reports to highlight overdue items and items past the payment terms.
- Need for reports or system alerts that flag items that will be due, providing sufficient time for staff to research and resolve items prior to due date to ensure payment is sent within terms.
- Staff workload, assignments and other duties, or staff absences
- Other unique situations

Background Information about:

Operations & Maintenance Department & Chemicals used/required

O&M's Department mission statement:

MISSION STATEMENT
<p>Operations Division is committed to:</p> <ul style="list-style-type: none">• Producing safe, cost effective, compliant water, recycled water, renewable energy, and compost while ensuring all assets are operating at optimum efficiency and reliability• Maximizing groundwater recharge while meeting recycled water customer demands• Maintaining a highly trained, motivated, friendly, and knowledgeable workforce that utilizes industry best practices• Delivering a safe and hospitable work environment for all staff and visitors• Providing staff with secure and up-to-date operational and business information technologies that meets industry cybersecurity requirements and the needs of the Agency.

According to the Agency's Fiscal Year (FY) 2021/22 and 2022/23 *Operating and Capital Program Budget* document The Operations and Maintenance Department within the Operations Division is responsible for the business operations and day-to-day management of the Agency's facilities:

5 Water Recycling Plants:

- Regional Water Recycling Plant No. (RP-1)
- Regional Water Recycling Plant No. (RP-2) (*Bio-solids only*)
- Carbon Canyon Water Recycling Facility (CCWRF)
- Regional Water Recycling Plant No. (RP-4)
- Regional Water Recycling Plant No. (RP-5)

Additional Operations:

- Inland Empire Regional Composting Facility (IERCF)
- Chino I Desalter (CDA) - Potable Water Facility
- 160 miles of Sewer Collection system
- 4 Sewage Lift stations
- Recycled Water distribution and storage system
- 19 Supply water well sites
- 19 Groundwater recharge sites
- Headquarters Buildings

The O&M Department is separated into three main areas to ensure adequate coverage of services throughout IEUA's geographical service area. The table below identifies the responsibilities of each area and total employees assigned to each:

Area & Plants	Total Employees
Operations & Maintenance – North	
Regional Plant No. 1, Regional Plant No. 4, 19 Groundwater Recharge sites, and Recycled Water Distribution system.	53
Operations & Maintenance - South	
Regional Plant No. 5, Carbon Canyon Water Recycling Facility, Regional Plant No. 2, Regional Sewer System, Non-Reclaimable Waste System, Facilities Management, and Chino I Desalter	49
IERCF	
Biosolids Compositing facility	21
Total Employees as of September 7, 2021 (per IEUA Org Chart)	123

Core Components – Wastewater Treatment Plants

To operate the Wastewater Treatment plants (water recycling plants/facilities), there are four major elements required: *Labor, Utilities (Electricity), Chemicals and Biosolids*. The table below provides the related expenses for the last four fiscal years (excluding labor).

IEUA Only Expenses				
Component	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Utilities (Electricity Only)	\$ 7,480,380	\$ 7,169,473	\$ 6,780,706	\$ 8,812,228
<i>Chemicals</i>	<i>3,965,678</i>	<i>4,638,474</i>	<i>5,146,823</i>	<i>5,527,042</i>
Biosolid Recycling	4,092,127	4,334,529	4,633,445	4,633,828
Totals	\$ 15,538,184	\$ 16,142,477	\$ 16, 560,974	\$ 18,973,098

Source: Agency's Financial System (SAP transaction code ZFM_Budget_Var – Budget vs. Actual Variance Report)

Chemicals are the second largest expense necessary to run the Agency's water recycling plants and facilities. The process to pay for electricity and chemical expenses is different processes and both are equally important to operate the Agency's treatment plants.

Chemicals

Table below summarizes the expenses related to the different chemicals needed to operate the Agency's plants:

General Ledger Account Name	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Chemicals	\$ 21,329	\$ 26,312	\$ 15,773	\$ 8,150
Aluminum Sulfate	86,261	78,091	93,159	99,267
Anthracite	-	34,966	-	-
Sodium Hypochlorite	1,425,400	1,909,201	2,092,214	2,304,016
Sodium Bisulfite	184,150	307,310	223,594	287,228
Ferric Chloride	692,18	593,351	736,524	987,964
Flospers 30	79,423	51,111	101,543	138,503
Polymer	1,476,977	1,638,133	1,884,015	1,701,914
Totals by Fiscal Year	\$ 3,965,678	\$ 4,638,474	\$ 5,146,823	\$5,527,042

Source: Agency's Financial System (SAP transaction code ZFM_Budget_Var – Budget vs. Actual Variance Report)

For each of the chemicals, the Agency has established a contract with the vendor for pricing, terms, and conditions. The table below identifies the vendor name, type of chemical procured, and the amount paid to these vendors during the last four fiscal years:

Vendor Name	Chemical Purchased	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Olin Corporation (Chlor Alkal Products)	Sodium Hypochlorite (Bleach)	\$1,314,139	\$1,761,479	\$1,961,645	\$2,171,652
Aqua Ben Corporation	Daft and Centrifuge Polymer	1,405,352	1,688,392	1,823,150	1,828,998
California Water Technologies	Ferric Chloride	701,964	625,299	709,284	944,242
Univar Solutions	Sodium Bisulfite	175,213	294,494	176,697	356,926
Polydyne/Polypure Inc.	Flospers 30	86,230	43,805	79,838	150,225
Thatcher Company of California	Aluminum Sulfate	3,775	25,566	69,855	108,644
Chemtrade Chemical Corporation	Aluminum Sulfate	71,100	63,855	-	-
Total Amounts Paid		\$3,757,773	\$4,502,890	\$4,820,140	\$5,560,687

Importance of Chemicals

IEUA provides sewage utility services to residents living in the 242-square mile service area located in western San Bernardino County. To provide wastewater treatment services, the Agency purchases different types of chemicals that are utilized as part of the treatment process. Chemicals are **critical** to the wastewater treatment process. The table below shows the importance and the impact if the Agency is unable to purchase the required chemicals, and/or if the chemical becomes unavailable for delivery due to being on credit hold or if there is a product shortage. For each individual chemical purchased by the Agency, there is only **one contract with one vendor** in place. In the event, the Agency's primary chemical vendor is unable to fulfill and/or deliver the chemical, the Agency does not have any backup vendors that can be called upon to purchase and deliver the required chemicals.

Name of the Chemical	Purpose of the Chemical	Back-up Vendor	Chemicals required for the following Agency Permits	Risk if chemical was not received
Sodium Hypochlorite (Bleach)	Sodium Hypochlorite is a bleach or disinfectant, and is capable of inactivating pathogens like bacteria, viruses, fungi.	None	National Pollutant Discharge Elimination System (NPDES)	NPDES permit violation, and there is a risk to public safety in not treating properly and risk of non-compliance.
Daft and Centrifuge Polymer	Daft Polymer - Used to coagulate solids enabling them to thicken and float. Centrifuge Polymer – Used to coagulate solids improving centrate clarity, increases capacity, improves the conveying characteristics of the discharged solids, and increases cake dryness.	None	No permit requirement	Unable to thicken solids and extremely poor dewaterability. Dewatering, hauling and NRW costs would drastically increase.
Ferric Chloride	Ferric Chloride is used to reduce hydrogen sulfide compounds in wastewater. Additional benefits include increased solids settleability and odor control.	None	South Coast Air Quality Management (AQMD)	Unable to reduce hydrogen sulfides in the anaerobic digestion process and AQMD permit violation at RP-2.
Sodium Bisulfite	Used for Dechlorination of disinfected wastewater to prevent harmful exposure of chlorine and chlorine compounds on plant and aquatic life.	None	National Pollutant Discharge Elimination System (NPDES)	NPDES permit violation, and there is a risk to public safety in not treating properly and risk of non-compliance.
Flospers 30S	Used to prevent struvite scale-forming precipitates in wastewater treatment applications.	None	No permit requirement	Struvite formations in pumps and piping creates piping obstructions and mechanical failures reducing overall treatment capacity.
Aluminum Sulfate	Used to coagulate solids prior to tertiary filtration.	None	National Pollutant Discharge Elimination System (NPDES)	NPDES permit violation, and there is a risk to public safety in not treating properly and risk of non-compliance.

IA suggests O&M work with CAP to research and determine if it is feasible to establish back up contracts with vendors that can provide the required chemicals to treat wastewater, in the event, the current vendor is unable to deliver the required chemicals.

Chemical Deliveries

Chemicals are delivered in one of two ways to the Agency's treatment plants; chemical tanker truck that attaches directly to the IEUA pumps or semi-trailer (big rig) that requires the chemicals be offloaded with a forklift. Attachment 2 provides pictures of IAs observations of the deliveries. There is almost no risk of chemicals being stolen or lost because of the procedure to transfer (pump to pump) or the weight of the bulk (see pictures attached).

Vendor Name	Chemical Purchased	Transportation Method	Delivery Method	<i>Risks of the chemicals being stolen from the Agency's Treatment Plants?</i>
Aqua Ben Corporation	Daft Polymer (Hydrofloc 748E or 750A) Centrifuge Polymer (Hydrofloc 750A)	Semi-trailer	Large, plastic totes	None, Forklift is required to maneuver the tote carrying the chemical. Each tote weighs approximately 2,300 pounds.
California Water Technologies	Ferric Chloride	Chemical Tanker Truck	Pump-to-pump	None. Chemical is delivered by the tanker truck and pumped directly through a hose into the tank. Chemical tanks are physically secured to the ground.
Olin Corp	Sodium Hypochlorite	Chemical Tanker Truck	Pump-to-pump	
Polydyne Inc	Flospers 30 S	Semi-trailer	Large, plastic totes	None, Forklift is required to maneuver the tote carrying the chemical. Each tote weighs approximately 2,600 pounds.
Thatcher Company of California	Aluminum Sulfate	Chemical Tanker Truck	Pump-to-pump	None. Chemical is delivered by the tanker truck and pumped directly through a hose into the tank. Chemical tanks are physically secured to the ground.
Univar Solutions USA Inc	Sodium Bisulfite	Chemical Tanker Truck	Pump-to-pump	

Please contact the Internal Audit Department for questions or additional information. IA will continue to complete all audits approved by the Board in the Annual Audit Plan and work with the Strike Team and all staff, to evaluate other Procure to Pay processes and provide recommendations to streamline processes. IA is available to provide additional reviews and assistance in evaluating implementation and corrective actions and additional controls to ensure vendor invoices are paid within terms.

Attachment
Chemical Deliveries

Location	Vendor Name	Chemical Name
Regional Water Recycling Plant No. 1	Olin Corporation (Olin Chlor Alkali Products)	Sodium Hypochlorite, 12.5% (Bleach)



Attachment 2 (Continued)
Chemical Deliveries

Location	Vendor Name	Chemical Name
Regional Water Recycling Plant No. 1	Polydyne Inc.	Floserse 30 S



Attachment 2 (Continued)
Chemical Deliveries

Location	Vendor Name	Chemical Name
Regional Water Recycling Plant No. 1	Thatcher Company of California	Aluminum Sulfate



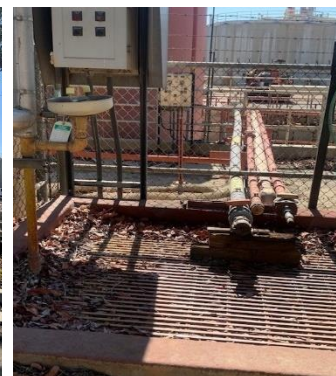
Attachment 2 (Continued)
Chemical Deliveries

Location	Vendor Name	Chemical Name
Regional Water Recycling Plant No. 1	Univar Solutions USA Inc	Sodium Bisulfite



Attachment 2 (Continued)
Chemical Deliveries

Location	Vendor Name	Chemical Name
Regional Water Recycling Plant No. 1	California Water Technologies	Ferric Chloride



Attachment 2 (Continued)
Chemical Deliveries

Location	Vendor Name	Chemical Name
Regional Water Recycling Plant No. 1	Aqua Ben Corporation	Daft and Centrifuge Polymer



Attachment 2 (Continued)
Chemical Deliveries

Location	Vendor Name	Chemical Name
Regional Water Recycling Plant No. 2	California Water Technologies	Ferric Chloride



Attachment 3

Procure to Pay Process for Chemical purchases/transactions Selected for Detailed Review and Testing
Payment Terms- Net 30 days (All vendors and transactions)
Fiscal Year 2020/21

Vendor Name & Chemical Purchased	Purchase Order Number	Goods Receipt Number/ Invoice Receipt Number	Date Chemical was Delivered (Document Date In SAP) And Invoice Date (A)	Date AP Received the Invoice from Vendor (B)	Date Receiving Performed in SAP (C)	Date Processed by AP in SAP (D)	Date Paid (E)	Number of Days between Physical Delivery and Receiving in SAP (A)-(C)	Number of Days from the Invoice Date to the Date AP Received the Invoice (A)-(B)	Number of Days between the completion of Receiving by O&M and the processing Invoice for Payment by AP (not paid yet) (C)-(D)	Number of days for the Agency to pay the Invoice AFTER the invoice due date (A)+30 days (Payment Terms) = Invoice Due Date – (E)	Number of Days from Physically Receiving the Chemical to Date Paid (A)-(E)
Aqua Ben Corporation (Daft and Centrifuge Polymer)	4500036319	5000175420/ 5100127849	9/3/2020	9/3/2020	11/24/2020	11/24/2020	11/25/2020	82	0	0	53	83
	4500037004	5000175795/ 5100128248	9/24/2020	9/24/2020	12/7/2020	12/7/2020	12/10/2020	74	0	0	47	77
	4500037010	5000176982/ 5100128974	11/25/2020	11/30/2020	12/30/2020	12/31/2020	1/7/2021	35	5	1	13	43
	4500037040	5000182629/ 5100131404	3/23/2021	3/23/2021	5/19/2020	5/19/2021	5/20/2021	57	0	0	28	58
	4500037010	5000183263/ 5100132252	4/27/2021	4/27/2021	6/7/2021	6/7/2021	6/10/2021	41	0	0	14	44
California Water Technologies (Ferric Chloride)	4500036305	5000171851/ 5100125713	7/1/2020	7/8/2020	8/28/2021	8/31/2020	9/3/2020	58	7	3	34	64
	4500036302	5000178016/ 5100129620	11/16/2020	11/19/2020	1/27/2021	1/27/2021	1/28/2021	72	3	0	43	73
	4500036302	5000178017/ 5100129621	11/30/2020	12/1/2020	1/27/2021	1/27/2021	1/28/2021	58	1	0	29	59
	4500036305	5000177609/ 5100129353	12/7/2020	12/14/2020	1/15/2021	1/18/2021	1/21/2021	39	7	3	15	45
	4500036305	5000178580/ 5100129996	12/26/2020	1/5/2021	2/7/2021	2/8/2021	2/11/2021	43	10	1	17	47
Olin Corp (Sodium Hypochlorite)	4500034265	5000171388/ 5100127338	6/19/2020 6/10/2020 (Invoice Date)	6/16/2020	8/13/2020	11/5/2020	11/5/2020	55	6	84	118	139
	4500036325	5000173428/ 5100126930	8/7/2020	Unable to measure, No invoice available	10/7/2020	10/22/2020	10/22/2020	61	Unable to measure, No invoice available	15	46	76

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Vendor Name & Chemical Purchased	Purchase Order Number	Goods Receipt Number/ Invoice Receipt Number	Date Chemical was Delivered (Document Date In SAP) (A)	Date AP Received the Invoice from Vendor (B)	Date Receiving Performed in SAP (C)	Date Processed by AP in SAP (D)	Date Paid (E)	Number of Days between Physical Delivery and Receiving in SAP (A)-(C)	Number of Days from the Invoice Date to the Date AP Received the Invoice (A)-(B)	Number of Days between the completion of Receiving by O&M and the processing Invoice for Payment by AP (not paid yet) (C)-(D)	Number of days for the Agency to pay the Invoice AFTER the invoice due date (A)+30 days (Payment Terms) = Invoice Due Date – (E)	Number of Days from Physically Receiving the Chemical to Date Paid (A)-(E)
	4500036325	5000172764/ 5100128182	9/12/2020 9/11/2020 (Invoice Date)	12/2/2020	9/18/2020	12/2/2020	12/3/2020	6	82	75	53	82
Olin Corp (Sodium Hypochlorite)	4500036303	5000173563/ 5100127771	10/9/2020	Unable to measure, No invoice available	10/12/2020	11/19/2020	11/19/2020	3	Unable to measure, No invoice available	38	11	41
	4500037236	5000177654/ 5100129457	10/21/2020	10/27/2020	1/16/2021	1/20/2021	1/21/2021	87	6	4	62	92
	4500037236	5000177656/ 5100129464	11/13/2020	Unable to measure, No invoice available	1/16/2021	1/20/2021	1/21/2021	64	Unable to measure, No invoice available	4	39	69
	4500037236	5000177658/ 5100131791	11/23/2020	4/1/2021	1/16/2021	4/7/2021	4/8/2021	54	129	81	106	136
	4500036883	5000178403/ 5100129950	12/14/2020	12/29/2020	2/3/2021	2/3/2021	2/4/2021	51	15	0	22	52
	4500037236	5000180852/ 5100131792	1/26/2021	1/27/2021	4/1/2021	4/7/2021	4/8/2021	65	1	6	42	72
	4500037236	5000180854/ 5100131794	2/3/2021	2/4/2021	4/1/2021	4/7/2021	4/8/2021	57	1	6	34	64
	4500036883	5000180726/ 5100132997	3/26/2021	5/26/2021	3/30/2021	5/26/2021	5/27/2021	4	61	57	32	62
	4500037236	5000183638/ 5100132676	4/21/2021	4/22/2021	6/15/2021	6/16/2021	6/17/2021	55	1	1	27	57
Polydyne Inc (Flosperse 30S)	4500036194	5000170761/ 5100127552	3/18/2020	8/3/2020	7/23/2020	11/12/2020	11/12/2020	127	7	112	78	239
	4500036194	5000170762/ 5100127553	6/1/2020	9/3/2020	7/23/2020	11/12/2020	11/12/2020	52	8	112	48	164
	4500036194	5000171969/ 5100127555	8/25/2020	No AP Received date listed	9/1/2020	11/12/2020	11/12/2020	7	Unable to measure, No invoice available	72	21	79
	4500036194	5000178571/ 5100130160	12/14/2020	12/21/2020	2/4/2021	2/10/2021	2/11/2021	52	7	6	29	59
	4500036194	5000179792/ 5100131087	1/20/2021	1/21/2021	3/3/2021	3/10/2021	3/11/2021	42	1	7	20	50

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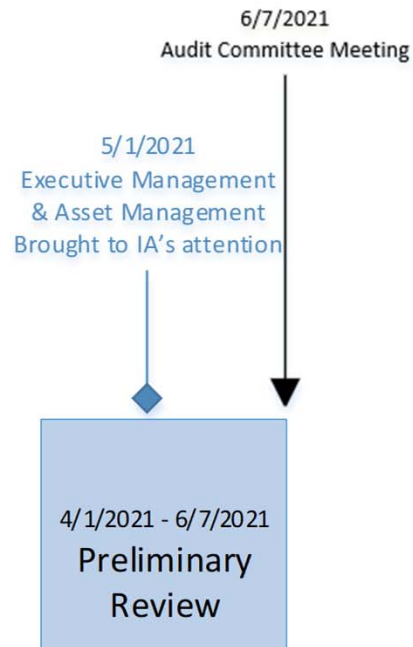
Vendor Name & Chemical Purchased	Purchase Order Number	Goods Receipt Number/ Invoice Receipt Number	Date Chemical was Delivered <i>(Document Date In SAP)</i>	Date AP Received the Invoice from Vendor	Date Receiving Performed in SAP	Date Processed by AP in SAP	Date Paid	Number of Days between Physical Delivery and Receiving in SAP (A)-(C)	Number of Days from the Invoice Date to the Date AP Received the Invoice (A)-(B)	Number of Days between the completion of Receiving by O&M and the processing Invoice for Payment by AP (not paid yet) (C)-(D)	Number of days for the Agency to pay the Invoice AFTER the invoice due date (A)+30 days = Invoice Due Date – (E)	Number of Days from Physically Receiving the Chemical to Date Paid (A)-(E)
			(A)	(B)	(C)	(D)	(E)					
Thatcher Company of California <i>(Aluminum Sulfate)</i>	4500036205	5000172711/ 5100127094	9/15/2020	9/17/2020	9/17/2020	10/29/2020	10/29/2020	2	2	42	14	44
	4500036205	5000176072/ 5100128603	10/2/2020	10/12/2020	12/10/2020	12/16/2020	12/17/2020	69	10	6	46	76
	4500036205	5000175339/ 5100128085	10/22/2020	11/23/2020	11/23/2020	12/1/2020	12/3/2020	32	32	8	12	42
	4500036205	5000178999/ 5100130307	12/10/2020	12/21/2020	2/16/2021	2/17/2021	2/18/2021	68	11	1	40	70
	4500036205	5000179010/ 5100130308	12/15/2020	12/22/2020	2/16/2021	2/17/2021	2/18/2021	63	7	1	35	65
Univar Solutions USA Inc <i>(Sodium Bisulfite)</i>	4500036307	5000171091/ 5100129922	7/10/2020	8/7/2020	8/7/2020	2/3/2021	2/4/2021	28	28	180	179	209
	4500036201	5000170939/ 5100129924	7/30/2020 7/31/2020 <i>(Invoice Date)</i>	8/5/2020	8/4/2020	2/3/2021	2/4/2021	5	5	183	158	189
	4500036201	5000172710/ 5100129928	9/14/2020	9/21/2020	9/17/2020	2/3/2021	2/4/2021	3	7	139	113	143
	4500036888	5000174138/ 5100129933	10/9/2020	10/27/2020	10/27/2020	2/3/2021	2/4/2021	18	18	99	88	118
	4500037093	5000177622/ 5100129937	11/10/2020	12/29/2020	1/16/2021	2/3/2021	2/4/2021	67	49	18	56	86
	4500036888	5000176619/ 5100129943	12/15/2020	12/29/2020	12/22/2020	2/3/2021	2/4/2021	7	14	43	21	51
	4500037093	5000180661/ 5100131631	12/31/2020 1/1/2021 <i>(Invoice Date)</i>	1/5/2021	3/29/2021	3/31/2021	4/1/2021	88	4	2	60	91
	4500037093	5000182411/ 5100132607	3/20/2021	3/23/2021	5/13/2021	5/19/2021	5/20/2021	54	3	6	31	61



Accounts Payable Operational & Internal Controls Audit Review of Procure to Pay for Chemicals

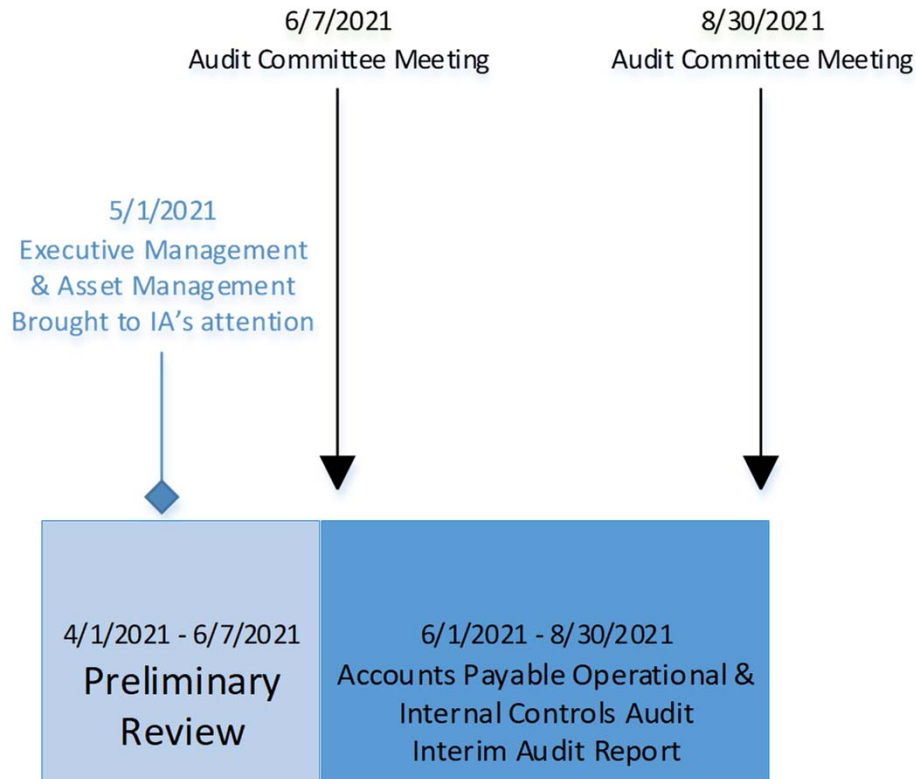
Teresa Velarde
Manager of Internal Audit
December 6, 2021

Internal Audit Department Timeline



- Defect Elimination
- IA evaluated various reports and information
- During April and May
- IA determined this would be incorporated as part of the Accounts Payable Audit
- June Audit Committee Meeting - proposed the Accounts Payable Operational & Internal Control Audit
- Approved

Internal Audit Department Timeline

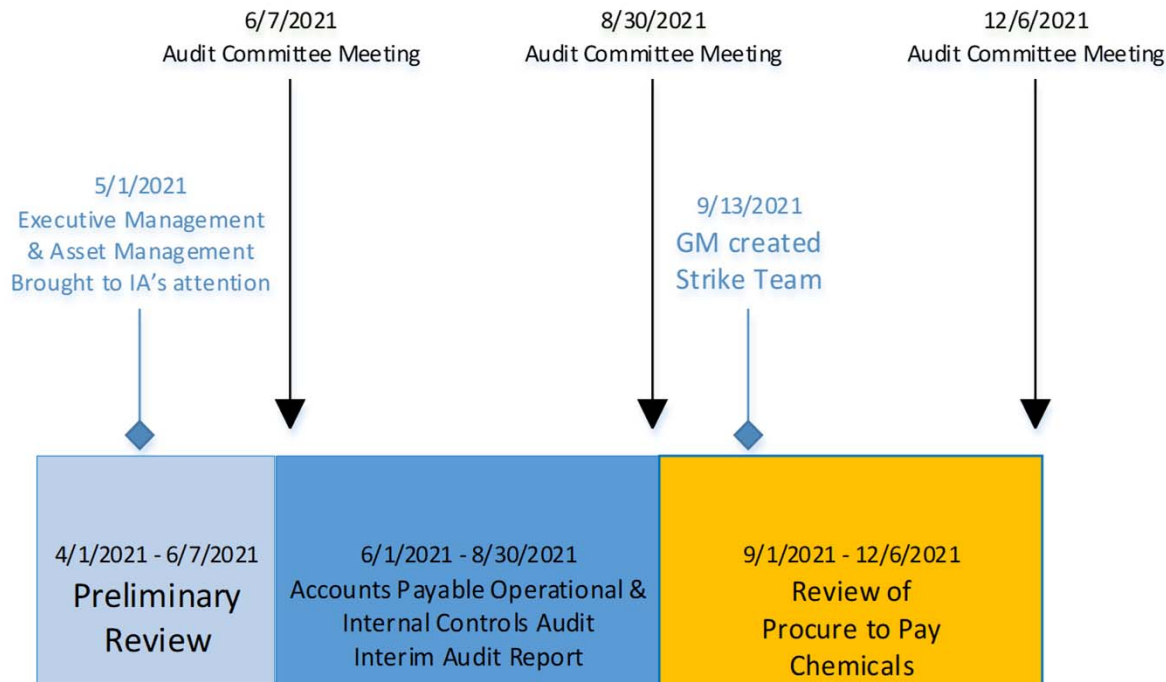


Results of the Interim Audit Report:

Agency invoices are not being paid by the invoice due date and/or within the payment terms

- Identified through audit results in 2010, 2011, 2013 and 2021
- Identified through accounts payable payment analysis
- Identified through discussions with employees from various departments
- Applies to different types of vendors and various types of services, goods and products

Internal Audit Department Timeline



Audit objective for the Internal Audit review:

- Evaluate the P2P process for Chemicals
- Evaluate various financial transactions and documents
- Evaluate the delivery and receiving function
- Evaluate the invoice processes
- Walk-through observations of the P2P process
- Observations of Chemical deliveries at plants
- Identify bottlenecks in the process
- Evaluate if existing reports provide continuous monitoring capabilities
- Make recommendations to improve efficiencies

GM created the Strike Team with members from:

- Asset Management
- Internal Audit
- Accounting
- Contracts and Procurement
- Business Information Services
- Engineering

Problem

Agency invoices are not being paid by the invoice due date and/or within the payment terms

Risks to IEUA due to late payments to vendors

- Being placed on credit hold and not being able to order goods for critical services
- Vendors not willing to do business with IEUA in the future
- Possible fees imposed or higher prices offered at the time of establishing contracts
- Harmed vendor relationships
- Reputation/image of IEUA may be damaged

Internal Audit Observations & Recommendations

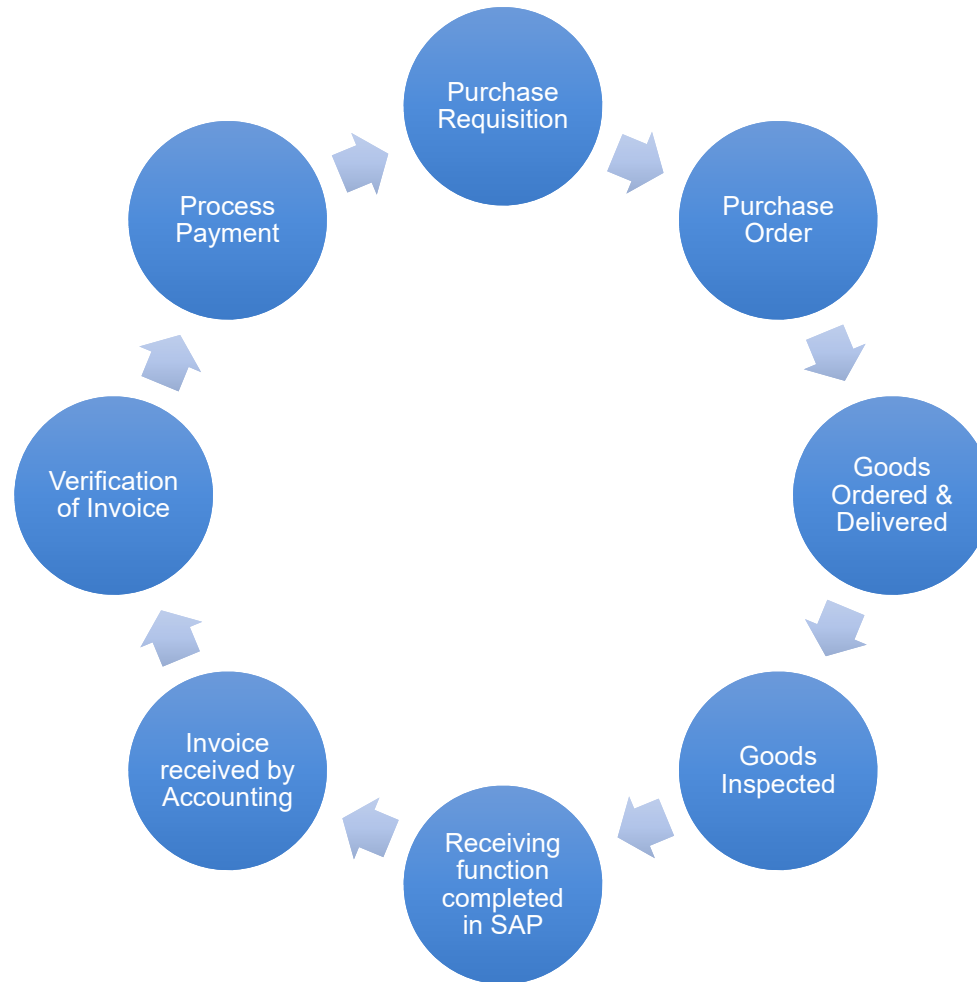
There are delays in performing the Receiving function, due to:

- *Processes and procedures require changes to make them more efficient*
- *Visibility of transactions through monitoring reports*
- *PO & PR requirements and funding needs*
- *Training & Standard Operating Procedures (SOPs)*
- *Communication, cross-communication & customer service approach*
- *Efficient processes to ensure receiving is completed timely*

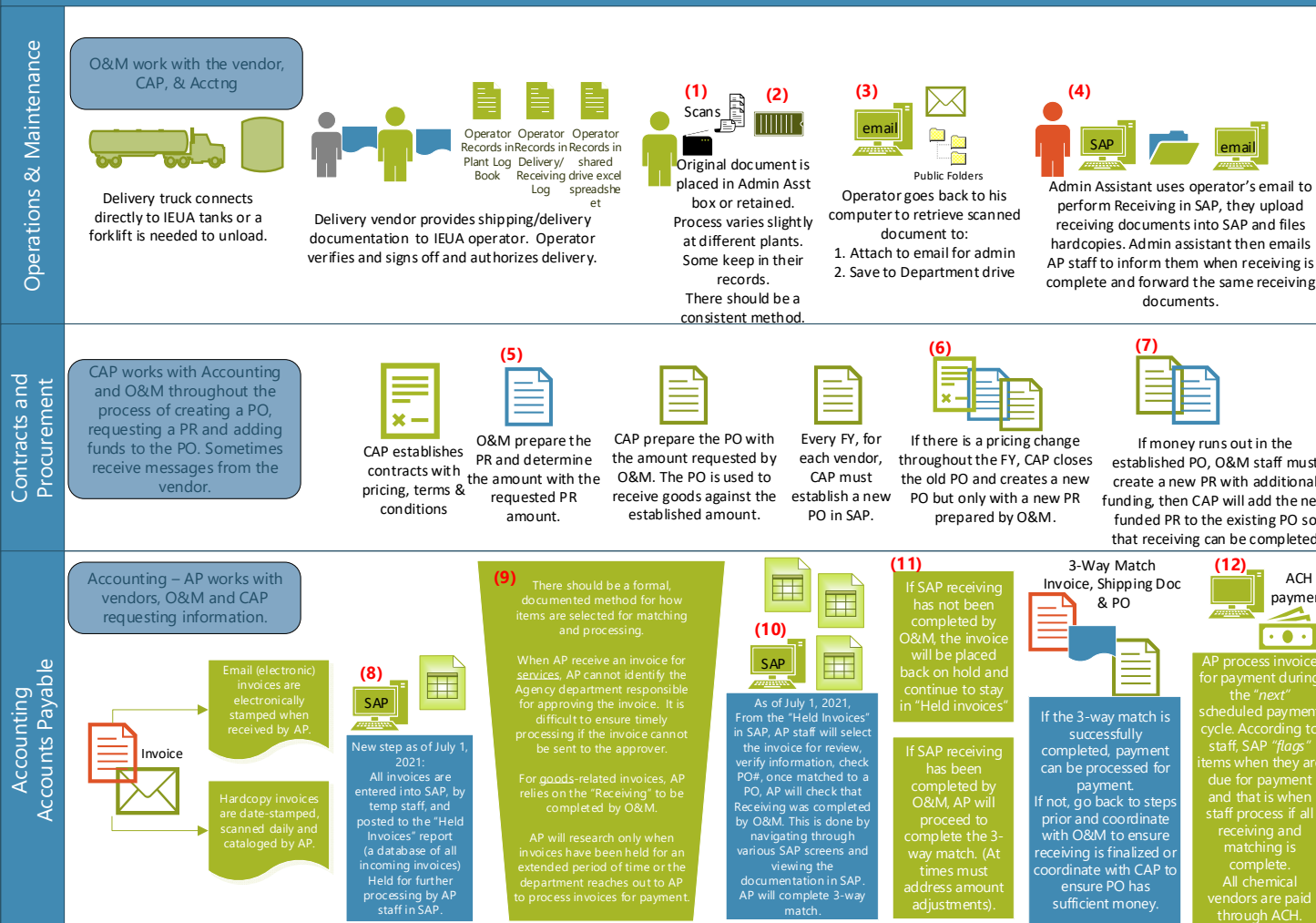
There are delays in processing invoices prior to the due date, due to:

- *Processes and procedures require changes to make them more efficient*
- *Visibility of transactions through monitoring reports*
- *PO & PR requirements and funding needs*
- *Training & Standard Operating Procedures (SOPs)*
- *Communication, cross-communication & customer service approach*
- *Proactive approach and procedures to ensuring timely payment*

Procure-to-Pay Cycle for Goods



P2P for Chemicals
Process for Ordering, Receiving and Payment of Chemicals

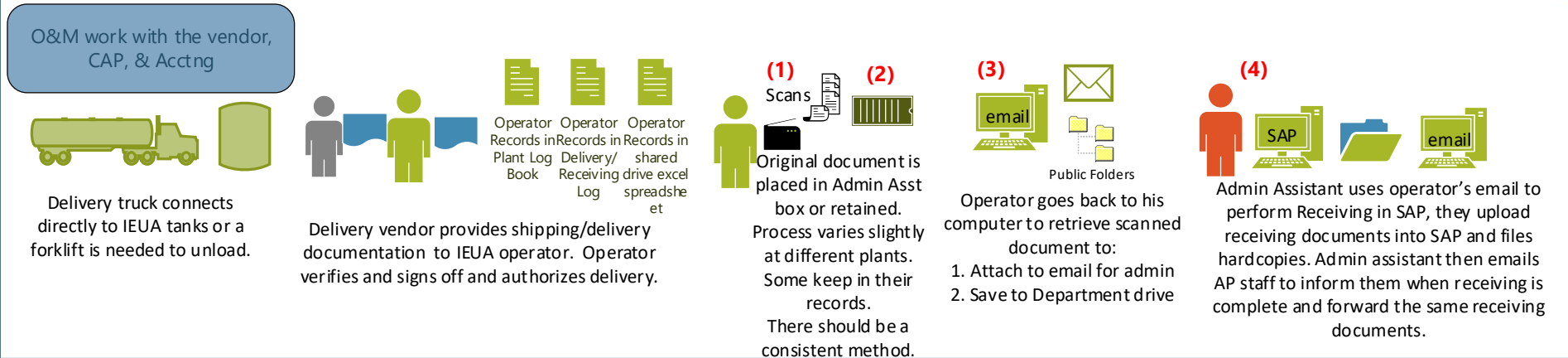


On Site Observations of Deliveries



Receiving Function

Operations & Maintenance



965 Receiving items performed - It takes an average of 23 days from delivery of goods to complete receiving function

Audit Findings

Processes

People

Technology

- Receiving Documentation can be delayed when sending to staff and/or misplaced/lost
- Technology tools are not easily accessible
- Delays in obtaining PO numbers at the beginning of the FY and/or when there is a pricing change
- Managing the multiple POs numbers for multiple areas throughout the FY
- Awareness and notification of Chemical deliveries
- Administrative Staff workload, priorities, and responsibilities

Review of P2P for Chemical Purchases

Chemical Expenses

Chemical Expenses				
Component	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Utilities (Electricity Only)	\$ 7,480,380	\$ 7,169,473	\$ 6,780,706	\$ 8,812,228
Chemicals	3,965,678	4,638,474	5,146,823	5,527,042
Biosolid Recycling	4,092,127	4,334,529	4,633,445	4,633,828
Totals	\$ 15,538,185	\$ 16,142,476	\$ 16,560,974	\$ 18,973,098

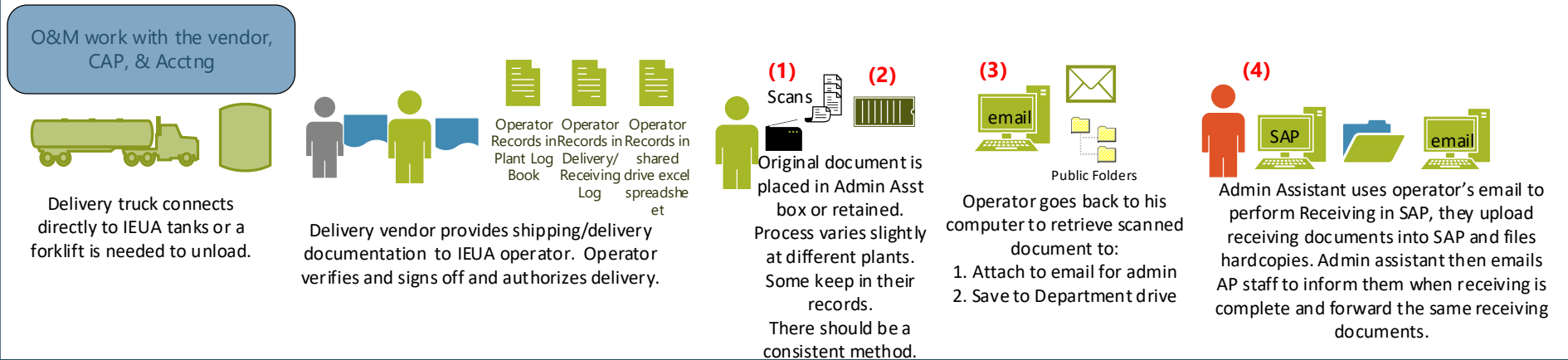
Receiving Analysis – FY 2020/21

Number of days between Physical Delivery and SAP Receiving completed Compared the Document Date (Delivery Date) and the Processing Date FY 2020/21								
Number of days <i>between Delivery and Receiving in SAP⁽¹⁾</i>	Thatcher Company of California	Olin Corporation	Univar Solutions	California Water Technologies	Polydyne	Aqua Ben Corporation	TOTAL	%
	Aluminum Sulfate	Sodium Hypochlorite	Sodium Bisulfite	Ferric Chloride	Flosperse 30S	Polymer		
0 – 5 days	4	141	17	57	1	20	240	25%
6 – 15 days	9	150	15	66	1	38	279	29%
16 – 30 days	7	114	20	36	7	28	212	22%
31 - 60 days	3	98	10	35	7	19	172	18%
61 – 90 days	3	41	5	2	1	3	55	6%
91 days or more	0	6	1	0	0	0	7	1%
Total items	26	550	68	196	17	108	965	
Least Number of days for Receiving to be performed	0	0	0	0	3	0		
Highest Number of days for Receiving to be performed	69	104	398	72	127	77		
Average Number of days for Receiving to be performed	21 days	22 days	28 days	16 days	35 days	18 days		

Overall Average
Number of days for
Receiving to be
performed

23 days

Recommendations for the Receiving Function



Audit Recommendations

Processes

People

Technology

- Leverage technology
- Streamline the handling of the supporting documentation
- Centralize the electronic supporting documentation
- Minimize the number of copies
- New, more efficient processes and continuous training
- Improved communications

Observations and Recommendations for the PO and PR processes

Contracts and Procurement

CAP works with Accounting and O&M throughout the process of creating a PO, requesting a PR and adding funds to the PO. Sometimes receive messages from the vendor.



CAP establishes contracts with pricing, terms & conditions

(5)



O&M prepare the PR and determine the amount with the requested PR amount.



CAP prepare the PO with the amount requested by O&M. The PO is used to receive goods against the established amount.



Every FY, for each vendor, CAP must establish a new PO in SAP.

(6)



If there is a pricing change throughout the FY, CAP closes the old PO and creates a new PO but only with a new PR prepared by O&M.

(7)



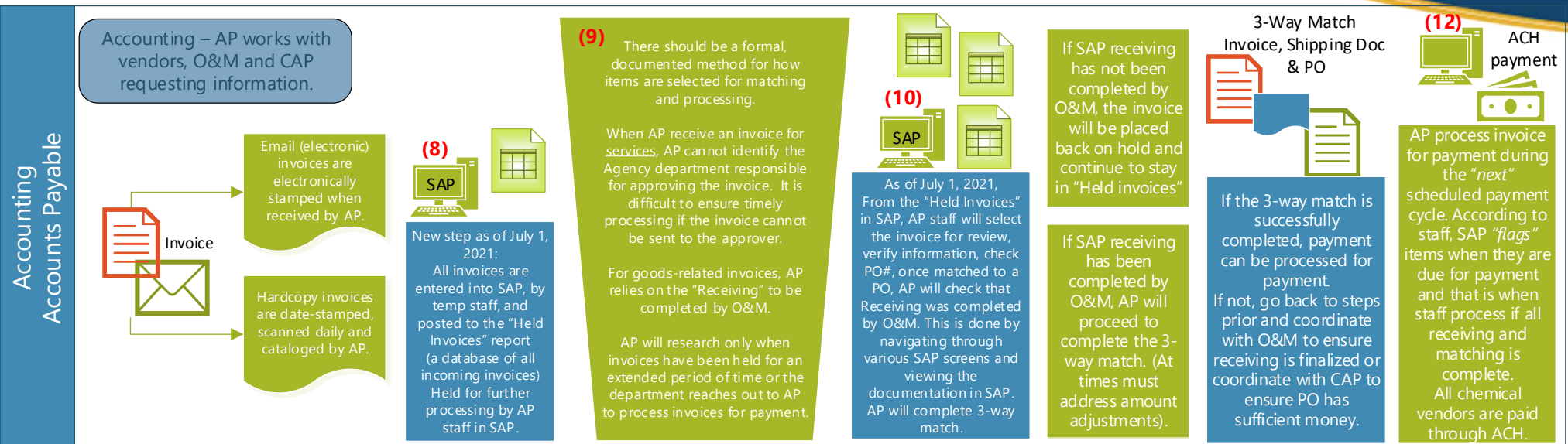
If money runs out in the established PO, O&M staff must create a new PR with additional funding, then CAP will add the new funded PR to the existing PO so that receiving can be completed

Audit Findings & Recommendations

Processes People

- Each FY new POs must be created
- When contract terms change new POs must be created
- Various POs, by location and by vendor
- Sometimes receiving is done against the incorrect POs and requires reversing entries and reentering receiving
- Sometimes there is not sufficient funds available and requires a new Purchase Request to increase funding in the PO
- Need monitoring reports
- Training, SOPs and awareness

Invoice Payment Process



935 Invoices processed for payment - In FY21 it took an average of 22 days from the date the invoice was received to the date the invoice was paid

Audit Findings

Processes People Technology

- 43% paid late
- Streamline the process for uploading, matching and processing invoices
- Visibility of transactions with monitoring reports
- Training
- No SOPs
- Communications and collaboration
- Proactive approach with the goal to pay by the invoice due date

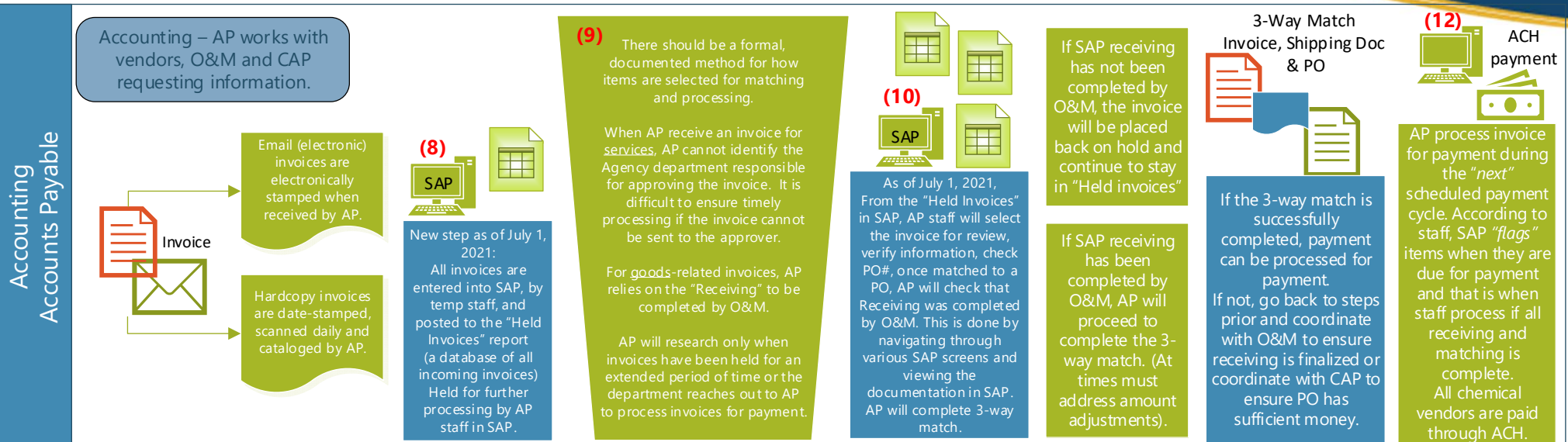
Chemical Invoice Payments

Chemicals Invoices Only Late Payment Analysis								
Payment Status ⁽¹⁾ :	FY 2017/18		FY 2018/19		FY 2019/20		FY 2020/21	
	No. of Invoices processed	Percentage of Invoices	No. of Invoices processed	Percentage of Invoices	No. of Invoices processed	Percentage of Invoices	No. of Invoices processed	Percentage of Invoices
On Time	367	40%	433	49%	435	46%	534	57%
Late	541	60%	458	51%	507	54%	401	43%
Totals	908	100%	891	100%	942	100%	935	100%

Chemical Invoices Paid Late

Chemical Invoices Only Number of Invoices Paid Late by Days Late, After the Due Date					
Number of Invoices paid After the Invoice Due Date	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21 ⁽²⁾	FY20/21 % Of the invoices paid late (401)
Invoices paid on time	366	432	432	534	57% of all
1-30 days late	491	423	396	296	31% of all and 75% of late payments
31-60 days late	39	29	65	84	9% of all
61-90 days late	10	6	29	12	
91 days or more	1	0	16	9	
Total Late	541	458	507	401	
Total Invoices	907	890	938	935	
Average Number of days paid late	15 days	12 days	22 days	22 days	
Least number of days - paid late	1	1	1	1	
Highest number of days - paid late	1106	71	167	179	

Recommendations for Invoice Matching and Processing

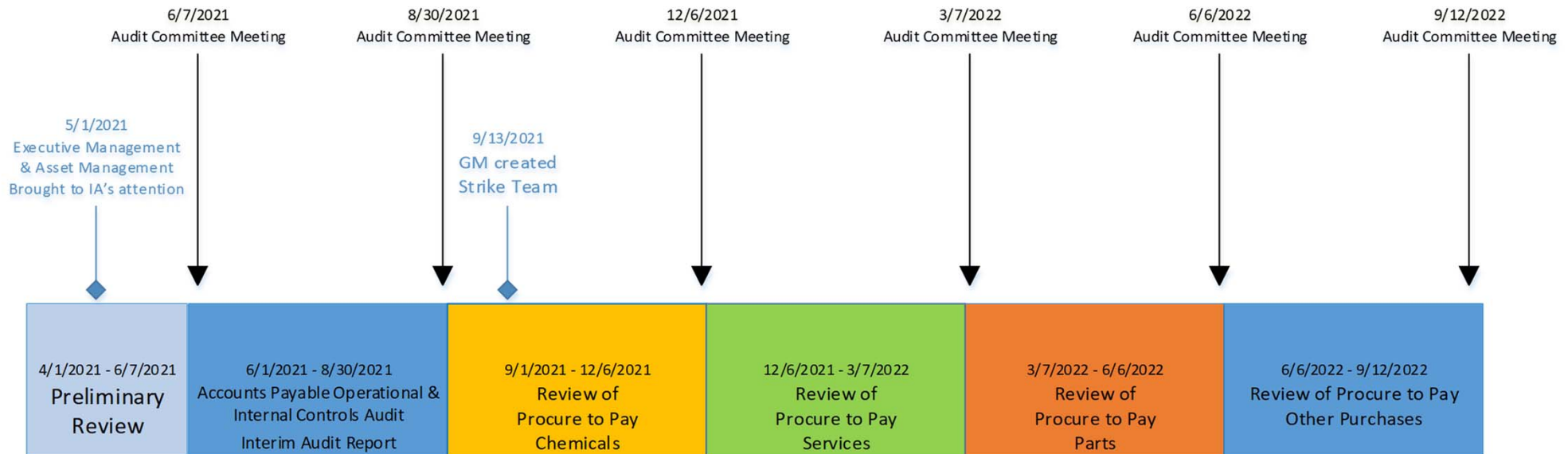


Audit Recommendations

Processes People Technology

- Streamline the process for uploading, matching and processing invoices
- Visibility of transactions with monitoring reports
- New processes and training
- Improved communications
- Proactive approach with the goal to pay by the invoice due date

Internal Audit Timeline to Evaluate Accounts Payable Operations





The Accounts Payable Operational and Internal Control – Review of Procure to Pay Processes for Chemicals audit is consistent with the Agency's Business Goals of Fiscal Responsibility, Workplace Environment, and Business Practices by ensuring that IA's evaluations provide recommendations that foster a strong control environment, safeguard assets, promote a safe work environment and assist management in achieving organizational goals and objectives.

**AGENCY
REPRESENTATIVES'
REPORTS**

4A



SAWPA

SANTA ANA WATERSHED PROJECT AUTHORITY

11615 Sterling Avenue, Riverside, California 92503 • (951) 354-4220

PURSUANT TO THE PROVISIONS OF AB 361, THIS MEETING WILL BE CONDUCTED VIRTUALLY WITH THE OPPORTUNITY FOR PUBLIC COMMENT. ALL VOTES TAKEN WILL BE CONDUCTED BY ORAL ROLL CALL.

This meeting will be accessible as follows:

Meeting Access Via Computer (Zoom)*:	Meeting Access Via Telephone*:
<ul style="list-style-type: none">• https://sawpa.zoom.us/j/88071790367• Meeting ID: 880 7179 0367	<ul style="list-style-type: none">• 1 (669) 900-6833• Meeting ID: 880 7179 0367
* Participation in the meeting via the Zoom app (a free download) is strongly encouraged	

REGULAR COMMISSION MEETING TUESDAY, DECEMBER 7, 2021 – 9:30 A.M.

AGENDA

1. CALL TO ORDER | PLEDGE OF ALLEGIANCE (Jasmin A. Hall, Chair)

2. ROLL CALL

3. PUBLIC COMMENTS

Members of the public may address the Commission on items within the jurisdiction of the Commission; however, no action may be taken on an item not appearing on the agenda unless the action is otherwise authorized by Government Code §54954.2(b).

4. ITEMS TO BE ADDED OR DELETED

5. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered routine and non-controversial and will be acted upon by the Commission by one motion as listed below.

A. APPROVAL OF MEETING MINUTES: NOVEMBER 16, 2021

Recommendation: Approve as posted.

B. TREASURER'S REPORT – OCTOBER 2021

Recommendation: Approve as posted.

C. RESOLUTION ON CONTINUATION OF REMOTE COMMISSION AND COMMITTEE MEETINGS (CM#2021.84)

Presenter: Jeff Mosher

Recommendation: Adopt Resolution No. 2021-10 Proclaiming A State of Emergency Persists, Re-Ratifying the Proclamation of a State of Emergency by Governor Gavin Newsom, and Re-Authorizing Remote Teleconference Meetings of all Commission and Committee meetings of the Santa Ana Watershed Project Authority for the period of December 7, 2021 to January 6, 2022 pursuant to Brown Act Provisions.

D. DISPOSAL OF SAWPA SURPLUS PROPERTY (CM#2021.85)

Presenter: Dean Unger

Recommendation: Receive and file.

6. NEW BUSINESS

A. ISSUE REQUEST FOR PROPOSALS FOR TURF REMOVAL / DROUGHT-TOLERANT LANDSCAPING SERVICES UNDER THE WATER ENERGY COMMUNITY ACTION NETWORK PROJECT (WECAN) (CM#2021.86)

Presenter: Rick Whetsel

Recommendation: Authorize the General Manager to issue a Request for Proposals for Turf Removal / Drought-Tolerant Landscaping Services to support the Water Energy Community Action Network Project (WECAN) funded through the California Strategic Growth Council (SGC) Transformative Climate Communities (TCC) grant program.

7. INFORMATIONAL REPORTS

Recommendation: Receive for information.

A. CHAIR'S COMMENTS/REPORT

B. COMMISSIONERS' COMMENTS

C. COMMISSIONERS' REQUEST FOR FUTURE AGENDA ITEMS

8. CLOSED SESSION

There were no Closed Session items anticipated at the time of the posting of this agenda.

9. ADJOURNMENT

PLEASE NOTE:

Americans with Disabilities Act: If you require any special disability related accommodations to participate in this meeting, call (951) 354-4220 or email svilla@sawpa.org. 48-hour notification prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility for this meeting. Requests should specify the nature of the disability and the type of accommodation requested.

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection during normal business hours at the SAWPA office, 11615 Sterling Avenue, Riverside, and available at www.sawpa.org, subject to staff's ability to post documents prior to the meeting.

Declaration of Posting

I, Sara Villa, Clerk of the Board of the Santa Ana Watershed Project Authority declare that on December 2, 2021, a copy of this agenda has been uploaded to the SAWPA website at www.sawpa.org and posted at SAWPA's office, 11615 Sterling Avenue, Riverside, California.

2021 SAWPA Commission Meetings/Events

First and Third Tuesday of the Month

(NOTE: All meetings begin at 9:30 a.m., unless otherwise noticed, and are held at SAWPA.)

November	December
11/2/21 Commission Workshop	12/7/21 Commission Workshop
11/16/21 Regular Commission Meeting	12/21/21 Regular Commission Meeting
	11/30 – 12/3/21 ACWA Fall Conference, Pasadena

2022 SAWPA Commission Meetings/Events

First and Third Tuesday of the Month

(NOTE: All meetings begin at 9:30 a.m., unless otherwise noticed, and are held at SAWPA.)

January	February
1/4/22 Commission Workshop	2/1/22 Commission Workshop
1/18/22 Regular Commission Meeting	2/15/22 Regular Commission Meeting
March	April
3/1/22 Commission Workshop	4/5/22 Commission Workshop
3/15/22 Regular Commission Meeting	4/19/22 Regular Commission Meeting
May	June
5/3/22 Commission Workshop	6/7/22 Commission Workshop
5/17/22 Regular Commission Meeting	6/21/22 Regular Commission Meeting
5/3 – 5/6/22 ACWA Spring Conference, Sacramento, CA	
July	August
7/5/22 Commission Workshop	8/2/22 Commission Workshop
7/19/22 Regular Commission Meeting	8/16/22 Regular Commission Meeting
September	October
9/6/22 Commission Workshop	10/4/22 Commission Workshop
9/20/22 Regular Commission Meeting	10/18/22 Regular Commission Meeting
November	December
11/1/22 Commission Workshop	12/6/22 Commission Workshop
11/15/22 Regular Commission Meeting	12/20/22 Regular Commission Meeting
	11/29 – 12/2/22 ACWA Fall Conference, Indian Wells, CA

**AGENCY
REPRESENTATIVES'
REPORTS**

4B



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

MWD MEETING AGENDA

Special Board of Directors Meeting - Final - Revised 1

November 23, 2021

2:00 PM

Tuesday, November 23, 2021 Meeting Schedule
09:00 a.m. - A&E
10:00 a.m. - IRP
11:30 a.m. - Break
12:00 p.m. - Exec
12:30 p.m. - Bay-Delta
02:00 p.m. - Special BOD Mtg

Teleconference meetings will continue through the end of the year. Live streaming is available for all board and committee meetings on mwdh2o.com ([Click Here](#))

A listen only phone line is also available at 1-800-603-9516; enter code: 2176868#. Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via teleconference only. To participate call (404) 400-0335 and enter Code: 9601962.

MWD Headquarters Building - 700 N. Alameda Street - Los Angeles, CA 90012

1. **Call to Order**
2. **Roll Call**
3. **Determination of a Quorum**
4. **Opportunity for members of the public to address the Board on matters within the Board's jurisdiction. (As required by Gov. Code § 54954.3(a))**
5. **OTHER MATTERS AND REPORTS**

- A. Induction of new Director Marty Miller from the San Diego County Water Authority [21-650](#)
 - (a) Receive credentials
 - (b) Report on credentials by General Counsel
 - (c) File credentials
 - (d) Administer Oath of Office
 - (e) File Oath

**** CONSENT CALENDAR ITEMS -- ACTION ****

6. **CONSENT CALENDAR OTHER ITEMS - ACTION**

- A. Adopt resolution to continue remote teleconference meetings pursuant to the Brown Act Section 54953(e) for meetings of Metropolitan's legislative bodies for a period of 30 days; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA [21-652](#)

Attachments: [11232021 Sp BOD 6A Resolution re Teleconference.pdf](#)

- B. Nomination and Election for nonofficer member of the Executive Committee for the completion of a two-year term effective November 23, 2021 and ending at the January 2023 Board Meeting [21-651](#)

7. **CONSENT CALENDAR ITEMS - ACTION**

- 7-1 Direct staff to incorporate the 100 percent Supply Alternative as the demand management cost recovery method used in the proposals for rates and charges; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. [SUBJECT REVISED] [21-656](#)

Attachments: [11232021 Sp BOD 7-1 B-L.pdf](#)

- 7-2 Consider and adopt the Board's Principles of Governance Statement; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (Exec) [21-721](#)

Attachments: [11232021 Exec 7-2 B-L.pdf](#)

- 7-3 Approve recommendation for changes in committee structure and direct staff to return to the December Board meeting with Administrative Code language consistent with the changes as recommended; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA [21-722](#)

Attachments: [11232021 Sp BOD 7-3 B-L.pdf](#)

**** END OF CONSENT CALENDAR ITEMS ****

8. **OTHER MATTERS**

- A. Update on Arvin-Edison Groundwater Banking Program [21-725](#)
[Conference with legal counsel—potential litigation; portion of presentation concerning potential litigation may be heard in closed session pursuant to Gov. Code Section 54956.9(d)(2)]

9. FOLLOW-UP ITEMS

None

10. FUTURE AGENDA ITEMS

None

11. ADJOURNMENT

NOTE:

At the discretion of the Board, all items appearing on this agenda and all committee agendas, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

Each agenda item with a committee designation will be considered and a recommendation may be made by one or more committees prior to consideration and final action by the full Board of Directors. The committee designation appears in parenthesis at the end of the description of the agenda item e.g. (E&O, BF&I). Committee agendas may be obtained from the Executive Secretary.

Requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the Executive Secretary in advance of the meeting to ensure availability of the requested service or accommodation.

**AGENCY
REPRESENTATIVES'
REPORTS**

4D

**CHINO BASIN WATERMASTER
WATERMASTER BOARD MEETING**

11:00 a.m. – November 18, 2021

Mr. Jim Curatalo – Chair

Mr. Jeff Pierson – Vice-Chair

Meeting Available by Remote Access Only*

Click on this [link](#) to access by PC/Smart Device

OR

Conference Call: (720) 707-2699

Meeting ID: 842 0696 6398

Passcode: 213141

AGENDA

CALL TO ORDER

FLAG SALUTE

ROLL CALL

PUBLIC COMMENTS

RECOGNITION OF OUTGOING MEMBER'S SERVICE ON WATERMASTER BOARD

AGENDA - ADDITIONS/REORDER

I. CONSENT CALENDAR

Note: All matters listed under the Consent Calendar are considered to be routine and non-controversial and will be acted upon by one motion in the form listed below. There will be no separate discussion on these items prior to voting unless any members, staff, or the public requests specific items be discussed and/or removed from the Consent Calendar for separate action.

A. MINUTES

Approve as presented:

1. Minutes of the Watermaster Board Meeting held October 28, 2021 (*Page 16*)

B. FINANCIAL REPORTS

Receive and file as presented:

1. Cash Disbursements for the month of September 2021 (*Page 24*)
2. Watermaster VISA Check Detail for the month of September 2021 (*Page 37*)
3. Combining Schedule for the Period July 1, 2021 through September 30, 2021 (*Page 40*)
4. Treasurer's Report of Financial Affairs for the Period September 1, 2021 through September 30, 2021 (*Page 43*)
5. Budget vs. Actual Report for the Period July 1, 2021 through September 30, 2021 (*Page 47*)
6. Cash Disbursements for October 2021 (Information Only) (*Page 71*)

C. APPLICATION: WATER TRANSACTION (Page 82)

Approve the proposed transaction:

The transfer of 1,000.0 acre-feet of water from Santa Ana River Water Company to BlueTriton Brands, Inc. This transfer is made from Santa Ana River Water Company's Excess Carryover Account.

D. ANNUAL FINDING OF SUBSTANTIAL COMPLIANCE WITH THE RECHARGE MASTER PLAN (Page 90)

Adopt the finding that Watermaster is in substantial compliance with the Recharge Master Plan.

E. 2020/21 ANNUAL REPORT OF THE GROUND-LEVEL MONITORING COMMITTEE (Page 99)

Approve the 2020/21 Annual Report of the Ground-Level Monitoring Committee, along with filing a copy with the Court.

F. FISCAL YEAR 2021/22 REVISED PAY SCHEDULE (Page 206)

Adopt the revised Pay Schedule, effective January 1, 2022.

II. BUSINESS ITEMS

A. FISCAL YEAR 2021/22 SCOPE AND BUDGET FOR THE SAFE YIELD RESET METHODOLOGY UPDATE (DISCUSSION ONLY) (Page 211)

B. FISCAL YEAR 2021/22 BUDGET AMENDMENT (FORM A-21-11-01) (Page 227)

Adopt the Fiscal Year 2021/22 Budget Amendment (Form A-21-11-01).

C. DRY YEAR YIELD PROGRAM

Staff report will be distributed separately.

D. FISCAL YEAR 2021/22 ASSESSMENT PACKAGE (Page 232)

Approve the Fiscal Year 2021/22 Assessment Package as presented.

E. RESOLUTION TO LEVY REPLENISHMENT AND ADMINISTRATIVE ASSESSMENTS FOR FISCAL YEAR 2021/22 (Page 280)

Adopt Resolution 2021-05 as presented.

F. SANTA ANA RIVER WATERSHED WEATHER MODIFICATION PILOT PROGRAM (DISCUSSION ONLY)

III. REPORTS/UPDATES

A. LEGAL COUNSEL

1. San Bernardino County Superior Court Emergency Order
2. November 5, 2021 Hearing
3. Rules & Regulations Update
4. Evergreen Storage Agreements
5. Kaiser Permanente Lawsuit

B. ENGINEER

1. Data Collection and Evaluation Workshop #1
2. Plan to Mitigate for Loss of Hydraulic Control
3. Responses to Storage Questions

C. CHIEF FINANCIAL OFFICER

1. Fiscal Year 2021/22 Assessment Invoicing

CI. GENERAL MANAGER

1. Personnel and Compensation Items
2. Chino Basin Sustainability
3. Watermaster's Holiday Charity Event
4. December Meetings
5. ACWA Election of Officers (*Page 286*)
6. Grant Funding Opportunities
7. Other

IV. BOARD MEMBER COMMENTS

V. OTHER BUSINESS

VI. CONFIDENTIAL SESSION - POSSIBLE ACTION

Pursuant to Article II, Section 2.6, of the Watermaster Rules & Regulations, a Confidential Session may be held during the Watermaster Board meeting for the purpose of discussion and possible action.

VII. FUTURE MEETINGS AT WATERMASTER*

11/16/21	Tue	1:30 p.m.	Data Collection & Evaluation Workshop No. 1 (Safe Yield)
11/18/21	Thu	9:00 a.m.	Advisory Committee Meeting
11/18/21	Thu	11:00 a.m.	Watermaster Board**
12/07/21	Tue	9:00 a.m.	Groundwater Recharge Coordinating Committee

* Watermaster meetings are being held remotely at this time. We are continuing to assess pandemic conditions and may resume in-person meetings in January 2022.

** Advanced to November 18, 2021 due to the Thanksgiving Holiday

ADJOURNMENT

**AGENCY
REPRESENTATIVES'
REPORTS**

4E

SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS CHINO BASIN DESALTER AUTHORITY

December 2, 2021 • 2:00 p.m.

NOTICE AND AGENDA

*All documents available for public review are on file with the Authority's
Secretary located at 3550 E. Philadelphia Street, Suite 170, Ontario, CA 91761*

According to the directives from the California Department of Public Health and Executive Order N-08-21 issued by Governor Gavin Newsom, members of the public are invited to participate via video or teleconference

To join teleconference:

Dial-in #: (669) 900 6833 Zoom Meeting ID: 813 5205 9101 Passcode: 380557

To join video conference:

Click on link: [Join Zoom Meeting](#)

Or copy URL: <https://us02web.zoom.us/j/81352059101?pwd=M01uOEVteVBCTnVyZ0tKVUxrb1hHdz09>

Or go to <https://zoom.us/> Zoom Meeting ID: 813 5205 9101 Passcode: 380557

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

Members of the public may address the Board of Directors on any item that is within the jurisdiction of the Chino Basin Desalter Authority; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code.

Under the provisions of the Brown Act, the CDA Board is prohibited from taking action on non-agendized matters. However, Board Members may respond briefly or refer the communication to staff. The CDA Board may also request the Secretary to calendar an item related to your communication at a future CDA Board meeting.

ADDITIONS TO THE AGENDA

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.

CONSENT CALENDAR ITEMS

Consent Calendar items are expected to be routine and non-controversial to be acted upon by the Board at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it will be moved to the first item on the Action Items

1. MINUTES OF NOVEMBER 4, 2021 SPECIAL BOARD MEETING

2. RESOLUTION 2021-08 PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDERS N-25-20, N-29-20 AND N-35-20, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS FOR A THIRTY (30) DAY PERIOD PURSUANT TO BROWN ACT PROVISIONS

Staff Recommendation:

1. Approve Resolution 2021-08, proclaiming a local emergency, ratifying the proclamation of a state of emergency by Executive Orders N-25-20, N-29-20 and N-35-20, and authorizing remote teleconference meetings for a thirty (30) day period pursuant to Brown Act provisions

ACTION ITEMS

Prior to action of the CDA Board, any member of the public will have the opportunity to address the CDA Board on any item listed on the agenda.

3. DEDICATION OF PARCEL NO. 164-250-038 TO THE CITY OF EASTVALE

Report By: Thomas O'Neill, CDA General Manager/CEO

Staff Recommendation:

1. Approve Dedication of Parcel No. 164-250-038 to the City of Eastvale; and
2. Authorize the General Manager/CEO to execute the Dedication of Right of Way prepared by and subject to non-substantial revisions by CDA's Legal Counsel.

4. ELECTION OF OFFICERS OF THE BOARD OF DIRECTORS

Report by: Thomas O'Neill, CDA General Manager/CEO

Staff Recommendation:

1. Elect a Chairperson and Vice-Chairperson of the Board of Directors of the Chino Basin Desalter Authority for the calendar year 2022.

5. BOARD OF DIRECTORS COMMITTEE APPOINTMENTS

Report by: Thomas O'Neill, CDA General Manager/CEO

Staff Recommendation:

1. Appoint members of the Board of Directors of the Chino Basin Desalter Authority to the Finance Committee for the calendar year 2022.

6. APPOINTMENT OF REPRESENTATIVE ON THE ACWA/JPIA BOARD OF DIRECTORS

Report by: Thomas O'Neill, CDA General Manager/CEO

Staff Recommendation:

1. Appoint a Representative on the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) Board of Directors.

7. CONSIDERATION AND POSSIBLE ACTION ON RESCHEDULING THE REGULAR JANUARY 2022 BOARD MEETING

Report by: Thomas O'Neill, CDA General Manager/CEO

STAFF COMMENTS

- i. Deputy CDA General Counsel, Allison Burns
- ii. CDA CFO/Treasurer, Michael Chung
- iii. CDA General Manager/CEO, Thomas O'Neill

CLOSED SESSION

The Authority may adjourn to a Closed Session to consider litigation matters, personnel matters, or other matters as provided for in the Ralph M. Brown Act (Section 54950 et seq., of the Government Code).

- 8. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
CONSIDERATION OF INITIATION OF LITIGATION PURSUANT TO GOVERNMENT
CODE SECTION 54956.9(D)(4)
(ONE POTENTIAL CASE)**
- 9. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT CODE
SECTION 54956.9(D)(2)
(ONE POTENTIAL CASE)**

DIRECTOR COMMENTS

ADJOURN

Declaration of Posting

Any person with a disability who requires accommodations in order to participate in this meeting or for package materials in an alternative format should telephone Executive Assistant Casey Costa at (909) 218-3730, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation. All accommodation requests will be handled swiftly and resolving all doubts in favor of access. Copies of records provided to Board Members which relate to any agenda item to be discussed in open session may be obtained from Chino Basin Desalter Authority at 3550 Philadelphia Street, Suite 170, Ontario, CA 91761.

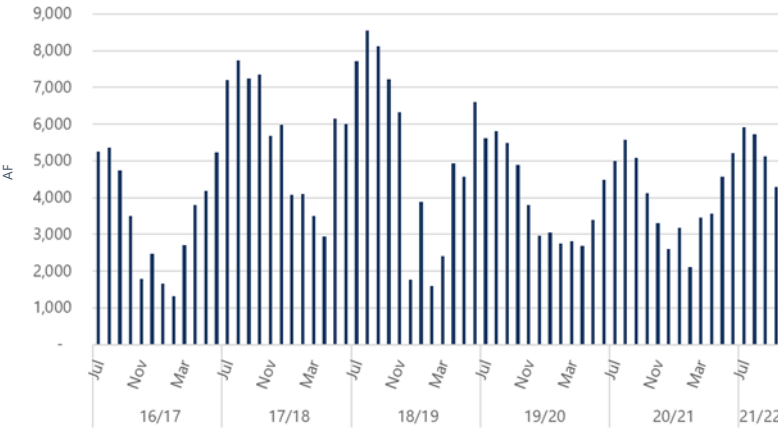
I, Casey Costa, Executive Assistant to the Chino Basin Desalter Authority, hereby certify that a copy of this agenda has been posted by 2:00 p.m. at the Chino Basin Desalter Authority's main office, 3550 Philadelphia Street, Suite 170, Ontario, CA on November 26, 2021.


Casey Costa, Executive Assistant

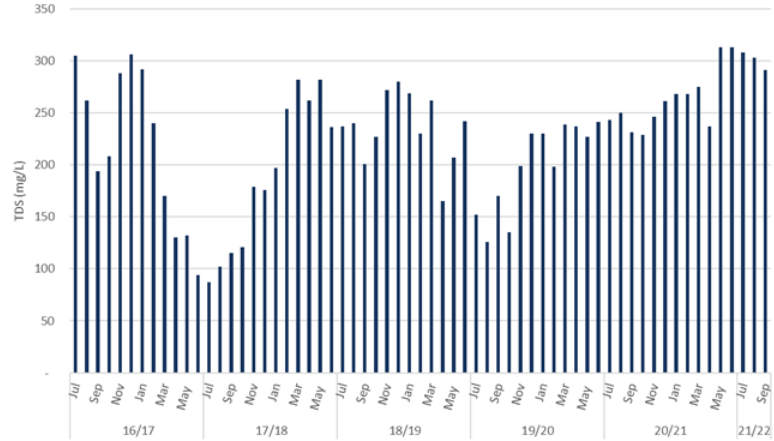
**GENERAL
MANAGER'S
REPORT**

Imported Water

Full Service Imported Water Deliveries Summary
(FY 2016/17 to 2021/22)

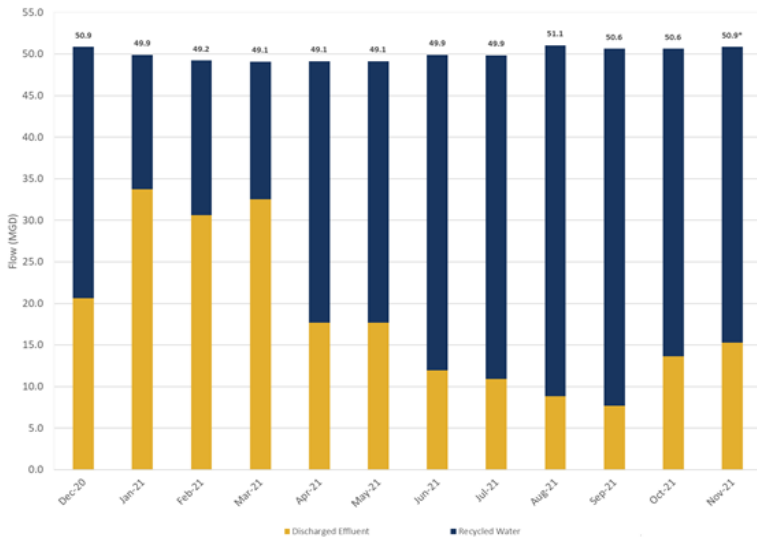


Imported Water TDS Summary
(FY 2016/17 to 2021/22)



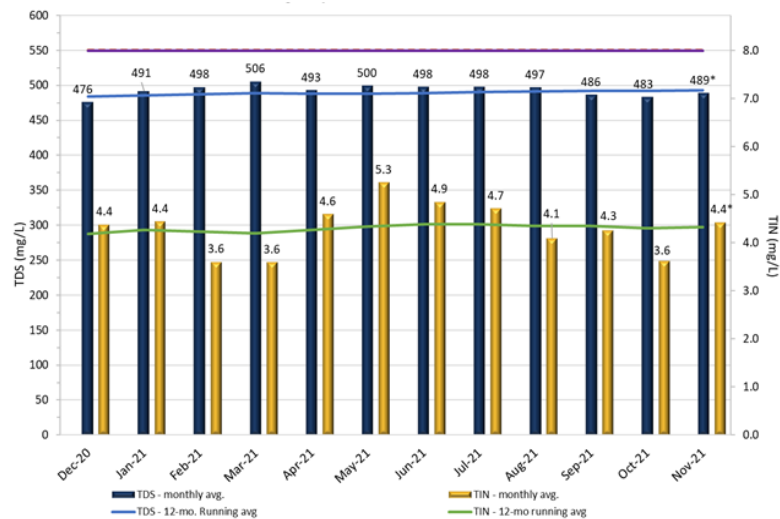
Recycled Water

Recycled Water Use



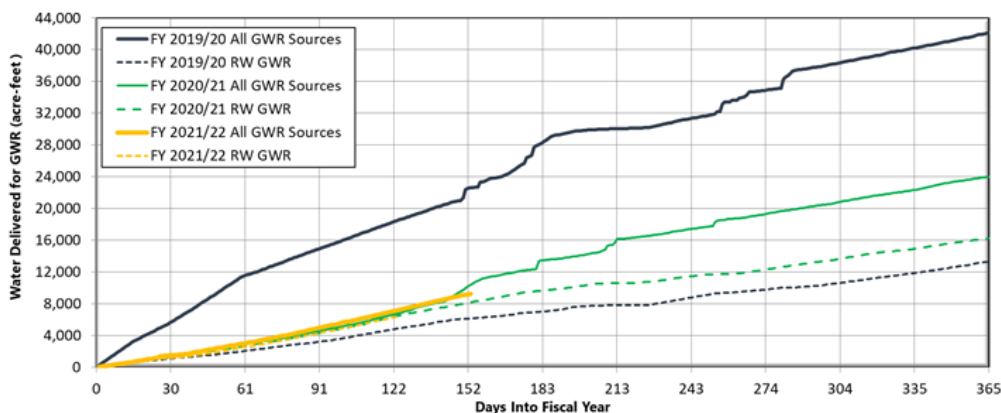
*Preliminary Data

Agency-Wide Effluent TDS & TIN - 12-Month Running Avg



* Preliminary Data

Groundwater Recharge



NOVEMBER 2021 NOTES:

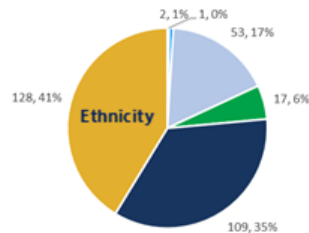
- The total stormwater and dry weather flows recharged in November is preliminarily estimated at 77 acre-feet.
- Recycled water delivered for recharge in November totaled 1,962 acre-feet.
- Imported water from Cucamonga basin into Chino basin preliminarily totaled 33 acre-feet.
- Chino Basin Watermaster will remove 1.5% for evaporation losses from delivered supplemental water sources (imported water and recycled water).
- Considering evaporation losses, total recharge for November is preliminarily estimated at 2,043 acre-feet.

Human Resources

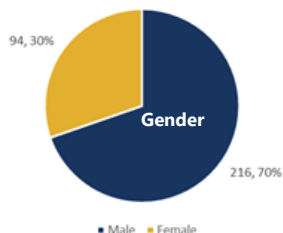
Pulse of the Organization



■ Full Time ■ Limited Term ■ Intern ■ Contract



■ Undeclared ■ American Indian ■ Asian ■ Black ■ Hispanic ■ White



■ Male ■ Female

COVID-19 Response:

Management team and key staff members continue to meet regularly to discuss Agency impacts from COVID-19.



[Bid & Award Look Ahead Schedule](#)
[Active Capital Improvement Project Status](#)
[Emergency Projects](#)

Agency Highlights

- The quarterly All Hands meeting was held on October 27. General Manager celebrated the return of all staff back onsite and provided updates on the HQ Parking, Inland Empire clean water Partnership, Cybersecurity, and upcoming improvement to the organizational structure.
- On November 3rd, Agency staff attended the WaterWisePro Training LLC 1st Annual Maintenance & Construction Expo. The Expo connected over 1000+ professionals to network, learn, and discover new technologies. The Expo also offered tech training sessions for water and wastewater collections.
- Staff completed the changeout of 294 membranes on Chino Desalter I Reverse Osmosis Train #5. Staff was able to complete the membrane changeout ahead of schedule and thus minimizing plant production loss.
- On November 3rd, IERCA received the Special Districts Award for Operations Innovation. IERCA was recognized for its outstanding safety record, focus on maintenance reliability, and adapting to COVID-19 challenges while maintaining full throughput and environmental compliance.
- ABC7 Eyewitness News Chief Rob McMillian interviewed General Manager Deshmukh for a feature story on MWD's recent Board Actions recognizing a regional drought emergency. The news story was featured on November 10.
- On November 11th, the Construction Project Inspection team held a Brown Bag Session and discussed the various types of inspections they conduct for concrete, welds, and coating.
- On November 17th, the California Water Commission approved the finding of feasibility for the Chino Basin Program. This will allow IEUA to continue planning efforts with all its stakeholders to further define the project's components and develop the institutional agreements.
- On November 17th, President Hall, and General Manager Deshmukh among others, had the privilege to have coffee with IEUA's veterans. It was a great opportunity to thank veterans for their service and recognize the important role they play in accomplishing the Agency's goals.

Grants

Grant Agreements and Applications

FUNDING APPLICATIONS SUBMITTED

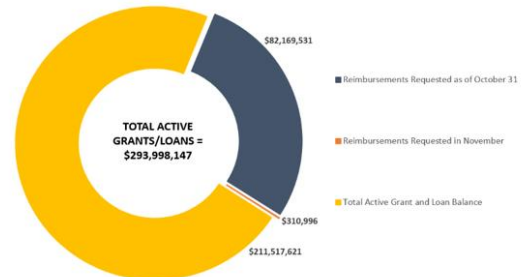
\$16.9M

Department of Water Resources – Urban and Multibenefit Drought Relief Program – Joint IEUA-JCSD Recycled Water Intertie Project

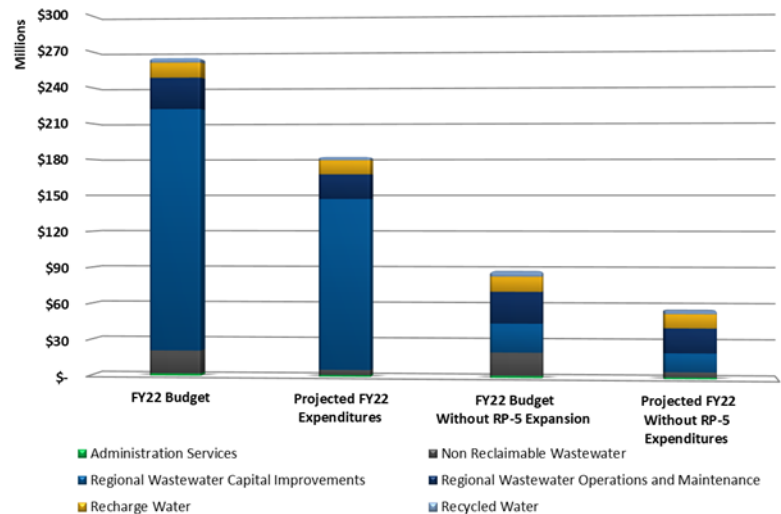
\$500K

U.S. Bureau of Reclamation – WaterSMART Water and Energy Efficiency Grants Program – Regional Landscape Enhancement Program

Financial Update

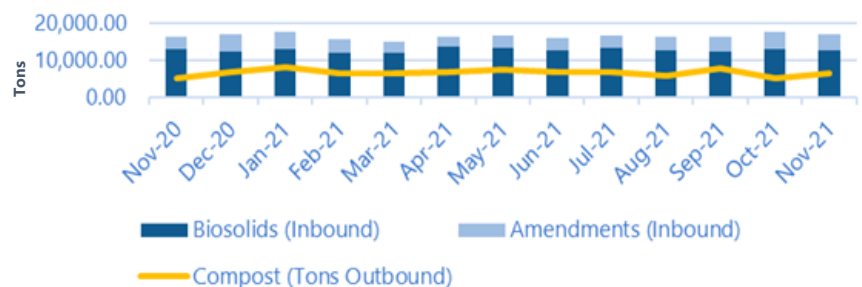


Engineering & Construction Management FY 21/22 Budget Status Update



Biosolids/Compost

IERCF Inbound & Outbound



Emergency Projects

FY21/22 Emergency Projects									
	Project ID	Contractor	Task Order Description	Location	TO #	Original Not-to-Exceed /Estimate	Actual Cost thru 11/30	Date of Award	Status
Agency Wide									
1	EN22016.01	Mike Bubalo Construction	Bon View Ave	Agencywide	TO-005	35,700	3,442	10/25/2021	Active
Sub Totals						35,700	3,442		
RP-1									
2	EN22017.03	Mike Bubalo Construction	Recycled Water Line Repair for RP-1	RP-1	TO-0004	21,710	16,684	8/10/2021	Completed
3	EN22019.01	W.A. Rasic Construction Co., Inc.	RP1 Scum Valve Replacement	RP-1	TO-0030	16,475	1,960	8/19/2021	Completed
4	EN22019.02	Custom Conveyor/Schwing Bioset Inc	Vertical Conveyor Repairs at the RP1 Dewatering Bldg.	RP-1	N/A	75,000	0	11/30/2021	Active
Sub Totals						113,185	18,644		
CCWRF									
5	EN22017.01	W.A. Rasic Construction Co., Inc.	CCWRF Secondary Clarifier and Headworks Leak Repair	CCWRF	TO-0028	15,888	13,705	7/22/2021	Completed
Sub Totals						15,888	13,705		
Recycled Water									
6	EN22017.02	W.A. Rasic Construction Co., Inc.	42" 1158 RW Leak	RW	TO-0029	236,000	0	7/22/2021	Completed
Sub Totals						236,000	0		
Grand Total						400,773	35,791		

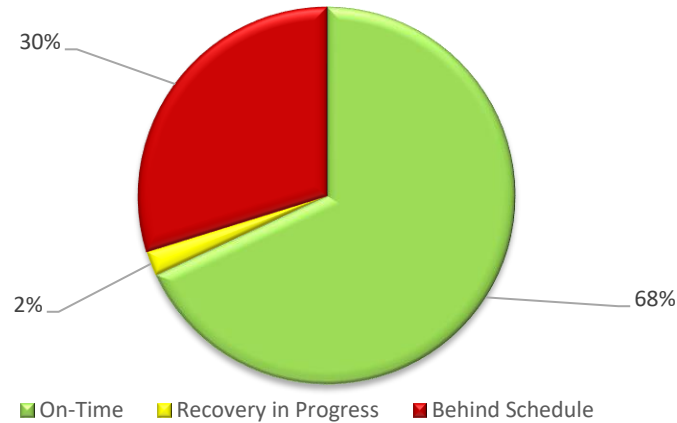
November Emergency Project(s)						
Contractor	Task Order Description	Details of the Circumstances/Cause of Emergency	Scope of Repair	Location	Date of Call Out	Not-to-Exceed /Estimate
Custom Conveyor/Schwing Bioset Inc	N/A	Recent condition assessment of both solid-conveyance lines found excessive corrosion on the support pieces where one is so severe that it was immediately shut down from further operation. This leaves the dewatering process without a redundant conveyance line.	Repair and replace corroded segment.	RP-1	11/30/2021	75,000

Bid and Award Look Ahead Schedule

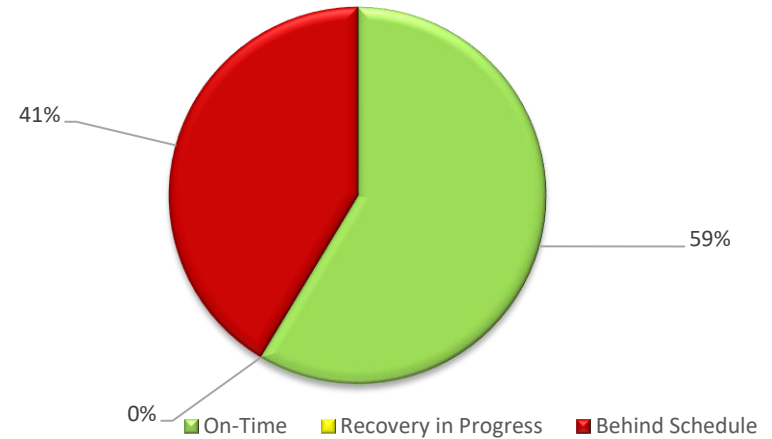
Bid and Award Look Ahead Schedule			
	Project Name	Projected Bid Opening Date	Projected Bid Award Date
	Jan-22		
1	EN22014.00\ EN22015.00 Manhole Upgrades FY 21/22	12/2/2021	1/19/2022
	Feb-22		
2	EN22042.00 RP4/RP1 Ammonia & Free Chlorine Analyzers	1/5/2022	2/16/2022
	Mar-22		
3	EN11039.00 RP-1 Disinfection Pump Improvements	1/23/2022	3/16/2022
4	EN17006.01 CCWRF 12kV Backup Generator Control Circuit Improvements	1/28/2022	3/16/2022
5	EN20064.00 NSNT Sewer Siphon Replacement	1/30/2022	3/16/2022
6	EN21042.00 RP-1 East Influent Gate Replacement	1/22/2022	3/16/2022
7	EN22037.00 Prado De-Chlorination Station Inundation Protection	1/20/2022	3/16/2022
8	FM21005.01 Structural Agency Wide Roofing Phase III	2/1/2022	3/16/2022
	Apr-22		
9	RW15003.03 Montclair Basin Improvements	2/24/2022	4/20/2022
10	EN22034.00 RP-1 Generator Control Panel Retrofit/Modernization	2/2/2022	4/20/2022
	Jun-22		
11	EN0000000066 Preserve Lift Station Improvements	4/7/2022	6/15/2022
12	EN17006.00 CCWRF Asset Management and Improvements	4/28/2022	6/15/2022
	Jul-22		
13	EN17042.00 Digester 6 and 7 Roof Repairs	5/18/2022	7/20/2022
14	EN23002.00 Philadelphia Lift Station Force Main Improvements	5/16/2022	7/20/2022
	Aug-22		
15	EN21051.00 Ely Monitoring Well	6/21/2022	8/17/2022
	Nov-22		
16	EN21041.00 RP-4 Chlorine Contact Basin Cover Repair & RW Wet Well Passive Overflow Line	9/15/2022	11/16/2022
17	EN21053.00 RP-1 Old Effluent Structure Rehabilitation	9/10/2022	11/16/2022

Active Capital Improvement Project Status

Design Schedule Performance



Construction Schedule Performance



Agency-Wide

No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
1	EN22040.00	NFPA 70E Arc Flash Labels	13,306	210,000	On-Time	Pre-Design	
2	EN19024.00	Regional System Asset Management (Assessment Only)	1,322,262	3,590,419	On-Time	Pre-Design	
3	EN19023.00	Asset Management Planning Document	516,059	750,000	On-Time	Pre-Design	
4	PA22003.00	Agency Wide Paving	8,058	3,810,000	On-Time	Design	
5	EN20038.00	Agency Wide Pavement Management Study	151,299	300,000	On-Time	Design	
6	EN19051.00	RW Hydraulic Modeling	99,708	235,537	On-Time	Design	
7	FM21005.01	Structural Agency Wide Roofing Phase III	103,527	2,600,000	Behind Schedule	Design	The project was put on hold by management last fiscal year due to the deferral of agency rate increase. The project will be rebaselined once the construction contract is awarded.
8	EN22043.00	Agency Wide Chemical Containment Area Rehabilitation Phase 2	10,04	505,000	On-Time	Construction	
9	EN21036.01	CB-11 Turnout Cabinet Repairs	31,926	100,000	Behind Schedule	Construction	When the project was originally advertised on Planetbids, there was not enough interest to generate competitive bids. The project was readvertised, and bids were opened on 11/18/21. The project will be rebaselined once the construction contract is finalized.
10	EN19030.00	WC Asset Management (Assessment Only)	65,837	313,747	On-Time	Construction	
11	EN22045.00	New Regional Project PDR's	-	2,500,000	N/A	Not Started	
Sub Total			2,322,055	14,914,703			

Carbon Canyon

No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
12	EN22054.01	CCWRF Fire Hydrant Repairs	2,087	90,000	Behind Schedule	Design	The design is taking longer than anticipated. The project is being expedited as much as possible. Recovery is not possible
13	EN17006.01	CCWRF 12kV Backup Generator Control Circuit Improvements	-	700,000	On-Time	Design	
14	EN17006.00	CCWRF Asset Management and Improvements	3,968,287	26,103,299	Recovery in Progress	Design	Project bid / award is delayed pending the approval of funding from WIFIA which is expected in 2022.
		<i>Sub Total</i>	3,970,374	26,893,299			

Chino Desalter Authority (CDA)

No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
None to report currently.							
		<i>Sub Total</i>	-	-			

Collections

No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
15	EN22038.00	RP-2 Digester 3 & 4 Exterior Condition Assessment & Repairs	-	35,000	On-Time	Project Evaluation	
16	EN22036.00	RP-1 Centrate Pipeline Assessment	411	11,000	On-Time	Project Evaluation	
17	EN21058.00	Regional Sewer-Hydraulic Modeling	20,343	70,000	On-Time	Pre-Design	
18	EN20064.00	NSNT Odor Complaints Mitigation	790,915	2,837,200	Behind Schedule	Design	The project is 4 weeks late to allow the relocation of the gas line prior to installing the new sewer. The construction duration will be shortened to recover the schedule.
19	EN22015.00	Collection System Upgrades FY 21/22	14,999	500,000	On-Time	Bid & Award	
20	EN22014.00	NRWS Manhole Upgrades FY 21/22	12,897	200,000	On-Time	Bid & Award	
21	EN19025.00	Regional Force Main Improvements	1,521,361	4,800,000	Behind Schedule	Construction	In order to avoid bypassing the San Bernardino Lift station during the rainy season, construction will resume on April 1, 2022. Also, the past delays are due to field challenges to drain the dual sewer line and perform the work.
22	EN19028.00	NRW Man Hole and Pipeline Condition Assessment	446,170	915,000	On-Time	Construction	
23	EN22002.00	NRW East End Flowmeter Replacement	3,184,747	3,600,000	Behind Schedule	Construction	Delays were caused by the relocation of an unknown SoCalGas pipeline and COVID-19 impacts to the delivery of the ABB Flow Meter. There were additional delays regarding the construction of the diversion structures. Contractor is requesting non-compensable time extension. Recovery is not possible.
24	EN19027.00	NRW Pipeline Relining Along Cucamonga Creek	404,801	2,395,000	Behind Schedule	Construction	The project completion date will be delayed by 133 calendar days due to the long lead time needed to procure and deliver the specified vinyl ester resin used for pipeline and manhole lining. Recovery is not possible. A non-compensable time extension was prepared to address the delay.
25	EN20056.00	RSS Haven Avenue Repairs	1,723,843	5,850,000	On-Time	Construction	
26	EN21014.00	NRWS Manhole Upgrades FY 20/21	125,107	180,000	On-Time	Project Acceptance	
27	EN21015.00	Collection System Upgrades FY 20/21	367,473	500,000	On-Time	Project Acceptance	
28	EN22039.00	RP-4 SCADA Performance Improvement	-	1,012,000	N/A	Not Started	
29	EN22046.00	New NRW Project PDR's	-	500,000	N/A	Not Started	
		<i>Sub Total</i>	8,613,067	23,405,200			

Groundwater Recharge

No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
30	EN21051.00	Ely Monitoring Well	87,122	684,999	Behind Schedule	Pre-Design	This project is one of the five predesign projects that were combined as a pilot approach for more efficient project execution and delivery. Delays during the predesign phase were caused by extensive coordination with internal and external stakeholders as well as multiple predesign reviews to ensure compliance and reliability. Recovery is not possible. The project will re-baselined upon construction contract award.
31	RW15003.03	Montclair Basin Improvements	306,432	1,788,000	Behind Schedule	Design	The application fee and annual fees for the 401 Permit are undergoing further review and confirmation, when confirmed the payment will be issued. This will delay the permit process until payment is received. No recovery plan currently.
32	RW15003.05	RP-3 Basin Improvements (RMPU PID 21)	1,251,269	-	On-Time	Construction	
33	RW15003.06	Wineville/Jurupa/Force Main Improvements	2,734,489	14,517,842	On-Time	Construction	
34	RW15004.00	Lower Day Basin Improvements	3,925,868	4,008,000	On-Time	Project Acceptance	
35	EN22050.00	GWR Basin PLC Upgrades	-	900,000	N/A	Not Started	
36	EN22051.00	Jurupa Basin VFD Upgrades	-	300,000	N/A	Not Started	
37	EN22049.00	GWR-RW OIT Upgrades	-	56,100	N/A	Not Started	
38	EN21057.00	Recharge Basin Clean-up of Illegally Dumped Materials	2,285	245,538	N/A	Not Started	
		<i>Sub Total</i>	<i>8,307,466</i>	<i>22,500,479</i>			

Headquarters

No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
39	EN20008.00	HQ Parking Lot FY19/20	61,267	590,000	On-Time	Construction	
40	EN20040.00	HQ Driveway Improvements	131,517	571,213	On-Time	Construction	
		<i>Sub Total</i>	<i>192,784</i>	<i>1,161,213</i>			

Lift Stations

No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
41	EN22020.00	Philadelphia Lift Station Pump Upgrades	7,208	2,500,000	On-Time	Project Evaluation	
42	EN22023.00	Prado Dechlor Sump Pump Replacement	1,744	360,000	On-Time	Project Evaluation	
43	EN22048.00	PLS Generator Control Panel Retrofit/Modernization	1,843	45,000	On-Time	Bid & Award	
44	EN22037.00	Prado De-Chlorination Station Inundation Protection	25,265	380,000	On-Time	Design	
45	EN0000000066	Preserve Lift Station Improvements	48,723	-	Behind Schedule	Design	After delays during the RFP process to receive three responsive proposals, additional time was needed to draft a reimbursement agreement between IEUA and the City of Chino. It is expected that lost time will be recovered during design and construction.
46	EN23002.00	Philadelphia Lift Station Force Main Improvements	1,151,985	19,094,788	Behind Schedule	Design	The delays to the schedule are attributed to addressing the City of Ontario's comments in addition to awaiting the WIFIA funding approval and availability. The project will be re-baselined at construction contract award.
		<i>Sub Total</i>	<i>1,236,769</i>	<i>22,379,788</i>			

Regional Water Recycling Plant No. 1 (RP-1)

No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
47	EN22031.00	RP-1 Influent Pump Station Electrical Improvements	15,230	3,000,000	On-Time	Project Evaluation	
48	EN22027.00	RP-1 Repurpose Lab	13,116	1,040,000	Behind Schedule	Project Evaluation	This project was originally on hold and has been restarted. We are currently updating Stakeholder comments on the Project Charter. The project is planned to be presented to the Management Team for approval by the end of January. The project will be re-baselined once Project Charter is approved by Executive Management.
49	EN21056.00	RP-1 Evaporative Cooling for Aeration Blower Building	2,755	300,000	On-Time	Project Evaluation	
50	EN22022.00	RP-1 Air Compressor Upgrades	15,274	1,750,000	On-Time	Project Evaluation	
51	EN22024.00	RP-1 Digester Cleaning Service Contract	991	15,000,000	On-Time	Project Evaluation	
52	EN22032.00	RP-1 TP-1 Stormwater Drainage Upgrades	2,687	50,000	On-Time	Project Evaluation	
53	EN22044.00	RP-1 Thickening Building & Acid Phase Digester	264,493	100,000,000	On-Time	Pre-Design	
54	EN21053.00	RP-1 Old Effluent Structure Rehabilitation	107,077	630,000	Behind Schedule	Pre-Design	This project is one of the five predesign projects that were combined as a pilot approach for more efficient project execution and delivery. Delays during the predesign phase were caused by extensive coordination with stakeholders, third party condition assessment and reporting, and multiple predesign reviews to ensure compliance and reliability. Recovery is not possible. The project will re-baselined upon construction contract award.
55	EN22041.00	RP-1 Aeration Basins Utility Water System Improvement	11,386	141,000	On-Time	Pre-Design	
56	EN20051.00	RP-1 MCB and Old Lab Building Rehab	139,340	1,600,000	Behind Schedule	Pre-Design	This project was originally on hold and has been restarted. We are currently updating Stakeholder comments on the Project Charter. The project is planned to be presented to the Management Team for approval by the end of January. The project will be re-baselined once Project Charter is approved by Executive Management.
57	EN13016.05	SCADA Enterprise System - (Regional Water Recycling Plant No. 1)	3,042,451	3,800,000	Behind Schedule	Design	The project is behind schedule because the RP-4 SCADA migration was re-sequenced and completed before RP-1. The project will be re-baselined once the construction contract is awarded for RP-1. The project is being expedited as much as possible; schedule recovery is not possible.
58	EN11039.00	RP-1 Disinfection Pump Improvements	1,175,208	8,547,043	On-Time	Design	
59	EN21042.00	RP-1 East Influent Gate Replacement	68,222	450,000	On-Time	Design	
60	EN20045.00	RP-1 TP-1 Level Sensor Replacement	40,433	200,000	On-Time	Design	
61	EN22034.00	RP-1 Generator Control Panel Retrofit/Modernization	3,102	129,371	Behind Schedule	Bid & Award	This project has been combined with another similar project at RP-4, and the delay is primarily due to the time associated with that modification. The project will go out for bid within the next two weeks. Recovery is not possible.
62	PA17006.03	Agency-Wide Aeration (Budget is in PA17006)	806,334	2,956,605	On-Time	Construction	
63	EN21044.00	RP-1 Dewatering Centrate and Drainage Valves (MOV)	125,519	320,000	On-Time	Construction	
64	EN19043.00	RP-1 Centrifuge Foul Air Line	362,232	445,000	Behind Schedule	Construction	The schedule delay is caused by ongoing maintenance work on Centrifuge 4 which could not be released to the Contractor to complete the work. Schedule recovery is not possible. A non-compensable time extension will be prepared at the end of the project once the final completion date is determined.
65	EN20041.00	RP-1 TP-1 Bleach Mixing Repairs	408,211	680,000	Behind Schedule	Construction	Schedule delays were caused by extensive field investigations and coordination with Operations staff to ensure a proper interface with the existing electrical and control systems. This came during the chemical metering pumps skid submittal review and approval process a non-compensable time extension was processed to address the schedule delay. Recovery is not possible.
66	EN18006.00	RP-1 Flare Improvements	6,402,595	9,200,000	Behind Schedule	Construction	Due to conflict with numerous underground utilities, part of the original design such as equipment foundations and mechanical gas piping could not be constructed. Redesign of this system resulted in schedule delays, change orders and overhead cost claimed by the Contractor. Potential project completion date is now March 2022. Schedule recovery is not possible.
67	EN17042.00	Digester 6 and 7 Roof Repairs	5,156,937	6,731,000	Behind Schedule	Construction	Digester 7 condition assessment and predesign effort were delayed waiting for Digester 6 to be put back in full operation. Digester 6 delayed the project due to issues with the coating subcontractor and multiple operational constraints. Digester 7 predesign is underway. Recovery is not possible. The Project will re-baselined after construction contract award.
68	EN20065.00	RP-1 Solids Hot Water Loop Valves	1,415,668	1,560,000	On-Time	Project Acceptance	
69	EN17082.00	Mechanical Restoration and Upgrades	9,201,438	10,146,000	Behind Schedule	Project Acceptance	The project is behind schedule due to COVID-19 delaying pump manufacturing. Additional delays were incurred due to unexpected fiber optic cables that needed to be re-routed in the field. The project is now in Project Acceptance and schedule recovery is not possible.
70	EN22025.00	RP-1 Dump Station	-	2,121,100	N/A	Not Started	
71	EN19009.00	RP-1 Energy Recovery	-	4,425,000	N/A	Not Started	

Regional Water Recycling Plant No. 1 (RP-1) (Cont.)							
No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
72	EN22030.00	Replace Anoxic Mixers with More Energy Efficient System	-	840,000	N/A	Not Started	
73	EN22021.00	RP-1 Digester Area Utility Water (UW) Line Replacement	-	100,000	On-Time	Project Evaluation	
		Sub Total	28,780,698	176,162,119			
Regional Water Recycling Plant No. 4 (RP-4)							
No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
74	EN21041.00	RP-4 Contact Basin Cover & Wet Well Passive Overflow Replacement	200,027	4,334,000	On-Time	Pre-Design	
75	EN22042.00	RP-4 Ammonia Analyzer and Support System	18,863	500,000	Behind Schedule	Design	The project evaluation took longer than anticipated due to changing of preferred equipment suppliers and coordination with Hach, Neuros, and Lincus was slow.
76	EN17043.00	RP4 Primary Clarifier Rehab	4,535,904	5,081,542	Behind Schedule	Construction	This project's contract was extended 100 days due to the addition of the Neuros blowers. Recovery is not possible.
77	EN17110.00	RP-4 Process Improvements	9,617,813	13,180,691	Behind Schedule	Construction	This project's contract was extended 100 days due to the addition of the Neuros blowers. Recovery is not possible.
78	EN17110.03	RP-4 Aeration Basin Wall Repair	3,607,598	5,052,448	Behind Schedule	Construction	The project is delayed due to a combination of equipment delays related to COVID 19, and delays associated with coating contractor's scope. Contract time extensions were issued to contractor. No recovery possible.
		Sub Total	17,980,206	28,148,681			
Regional Water Recycling Plant No. 5 (RP-5)							
No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
79	EN21047.00	RP-5 Bar Screen Inlet Gate Actuators Replacement	7,211	370,000	On-Time	Project Evaluation	
80	EN22033.00	RP-5 Emergency Generator Load Bank Installation	2,652	120,000	On-Time	Bid & Award	
81	EN19001.00	RP-5 Expansion to 30 mgd	62,162,821	175,000,000	On-Time	Construction	
82	EN19006.00	RP-5 Biosolids Facility	64,956,963	165,400,000	On-Time	Construction	
		Sub Total	127,129,647	340,890,000			
Recycled Water							
No.	Project ID	Project Title	Total Expenditures thru 11/30 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
83	EN15002.00	1158 Reservoir Site Cleanup	156,291	1,215,000	Behind Schedule	Project Evaluation	The Department of Toxic Substances Control (DTSC) received and reviewed the project Work Plan. DTSC also completed the Facility-initiated Corrective Agreement (FICA) with IEUA and is now requesting a complete Soil Management Plan (SMP) which was not requested earlier. The project will be re-baselined upon approval from DTCS when the overall scope has been defined.
84	EN21045.00	Montclair Force Main Improvements	200,684	6,800,000	On-Time	Pre-Design	
85	EN21050.00	8th Street RW Turnout Connection to the 1630 W Pipeline	77,561	1,566,066	On-Time	Pre-Design	
86	EN20022.00	1299 Reservoir Paint/Coating Repairs and Upgrades	13,953	200,000	On-Time	Bid & Award	
87	EN17041.00	Orchard Recycled Water Turnout Improvements	423,315	477,000	On-Time	Project Acceptance	
		Sub Total	871,803	10,258,066			
		Overall Totals	199,404,868	666,713,548			